

# COUNTY OF SAGINAW

**BRIAN J. WENDLING**  
**PUBLIC WORKS COMMISSIONER**

Governmental Center  
111 S. Michigan Avenue  
Saginaw, Michigan 48602-2086  
Phone 989-790-5258 • FAX 989-790-5259



## RIGHT-OF-WAY (ROW) APPLICATION FOR PERMIT

Applicant's Name: \_\_\_\_\_ Ph. # \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Email Address: \_\_\_\_\_

Contractor Name: \_\_\_\_\_ Ph. # \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Email Address: \_\_\_\_\_

I do hereby make application for a permit to work within the right-of-way of a Saginaw County Drain at the following location for a period commencing \_\_\_\_\_ and ending \_\_\_\_\_ for the following purpose:

\_\_\_\_\_  
\_\_\_\_\_

TOWNSHIP: \_\_\_\_\_

SECTION: \_\_\_\_\_

PARCEL #: \_\_\_\_\_

NAME OF DRAIN: \_\_\_\_\_

POINT OF BEGINNING: \_\_\_\_\_

POINT OF ENDING: \_\_\_\_\_

## **PERMIT REQUIREMENTS**

*In consideration of the granting of this permit*, Permittee does hereby agree to comply with all terms and conditions as set forth in this permit, together with the rules and regulations as established by the Saginaw County Public Works Commissioner, a copy of which rules and regulations are as follows:

1. Issuance of this permit is not to imply that other applicable permits are waived or not required, such as from utility companies, the DEQ, the Saginaw County Road Commission, Michigan Department of Transportation, County Enforcing Agent (Soil Erosion Control), etc.
2. Notification of commencement and completion of the proposed work will be required.
3. All standard drain specifications and requirements shall be complied with. All state, federal and local laws shall also be complied with. The applicant shall also be responsible for restoration and cleanup to the Public Works Commissioner's satisfaction.
4. All utilities and/or facilities must be a minimum of four (4) feet below the established drain bottom when crossing or paralleling a county drain or right-of-way.
5. Any structures removed such as headwalls, wingwalls, concrete slabs, rip rap, erosion protection, tiling and culverts (metal or concrete), must be replaced with new material and reconstructed to original condition or better.
6. All ditch banks, when disturbed, must be reshaped to original slope, compacted, topsoiled and seeded, fertilized and mulched or hydroseeded.
7. Equipment and materials may not be stored in any way so as to cause blockage of a county drain.
8. Permittee is responsible for maintaining all storm drainage during the time of construction, whether by use of pumping equipment or construction of a bypass system.
9. In the event of continued non-compliance with the applicable specifications, requirements and laws, including any lack of final cleanup and/or restoration, the Public Works Commissioner will contract for the necessary construction and a lien shall be placed against the applicant's property in the amount of the cost of this remedial construction.
10. The applicant shall save and hold harmless the Drainage Board, the Drainage District and/or any of its agents from any and all liability resulting from the proposed work as requested herein in writing. The applicant may also be required to supply the Drainage Board, the Drainage District, and or/any of its agents with proof of liability insurance from the contractor.
11. All costs and fees involved in the proposed work shall be the responsibility of the applicant.
12. Elevations and minimal plans may be required based upon the Public Works Commissioner's discretion.

**SUPPLEMENTARY SPECIFICATIONS FOR CULVERT INSTALLATION**

1. All soft sediment is to be removed from the ditch bottom prior to pipe placement. The pipe should be set on solid ground or upon stone.
2. All material used must be approved by this office.
3. No "Boiler Tubes" or tanks with the ends removed will be acceptable material for use as culverts.
4. Fill material should be firmly compacted in layers.
5. End slopes shall be constructed in such a manner as to prevent erosion. This may be done by building headwalls (if outside of the road Right-of-Way) or by making seeded end slopes no steeper than 2 horizontal to 1 vertical. Please be sure to consult the Road Commission regarding work within the road Right-of-Way and the construction of headwalls.

**ACKNOWLEDGE and AGREEMENT**

The terms and conditions of this permit and attachments hereto are acknowledged by:	
_____	_____
Applicant's Physical Signature	Date
I hereby certify that I am acting as an Authorized Agent on behalf of the above named applicant.	
_____	_____
Authorized Agent's Signature (Contractor)	Date

**WHEREFORE, this permit is granted this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ based on the information provided, and subject to the additional terms and conditions as follows.**

\_\_\_\_\_

\_\_\_\_\_

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\_\_\_\_\_  
Brian J. Wendling  
Saginaw County Public Works Commissioner