

DISTRICT OFFICE PERMIT APPLICATION

Permit No. _____ District: _____ Date: _____

SECTION I – PERMITEE INFORMATION

Company (Name): _____ Project Contact (Name): _____
Address: _____ Title: _____
City: _____ State: _____ Zip: _____ Email: _____
Office Phone: _____ Cell #: _____ Fax #: _____

SECTION II – LOCATION & DESCRIPTION OF FACILITIES UNDER PERMIT

A. LOCATION OF WORK

MDOT SHA Route #: _____ Also known as (street name): _____
From: _____ To: _____
County: _____ Job ID or Company’s Ref. #: _____

B. DESCRIPTION OF PROPOSED WORK

- Sidewalks
- General Grading
- Use of Explosives and/or Blasting
- Other (Specify) _____
- Storm Drain and/or Storm Water Discharge
- Tree Trimming/Brush Removal and or Grubbing
- ROW fence removal and resetting
- Entrance

Description of proposed work:

No Pavement Cuts Pavement Cut (Trenching/Test Pits) Trenchless Installation (Specify): _____

Will excavation of sidewalk(s) be required to install utilities under this permit? (Yes/No) _____

If yes, what type of sidewalk will be excavated? (Bituminous concrete, hydraulic cement concrete, brick paver, etc. _____

Anticipated Start Date: _____ Duration of Work: _____

NOTE: Any sidewalk closure(s) shall require a plan for rerouting pedestrian traffic with this application

SECTION III – TRAFFIC CONTROL INFORMATION

Posted Speed Limit: _____

TRAFFIC NOTES/TRAFFIC CONTROL PLAN: (Check one only)

- Expressway/Freeway Highway TCP
- Secondary Highway TCP
- Site Specific TCP

Traffic Control Permits are required for all work performed on MDOT SHA rights-of-ways

Date Traffic Control Permit Application submitted to MDOT SHA: _____

Will sidewalk closure(s) be required to perform this work? (Yes/No): _____

If yes, a plan for rerouting pedestrian traffic must be included with the application.

Traffic Control Manager (Name): _____ Fax #: _____

Contact Phone #: _____ Email: _____

SECTION IV – CERTIFICATION

I hereby certify that I have authorization to make this application and that the information is complete and correct. I understand that false statement or misrepresentations could results in, among other things, revocation of the application or permit.

It is also hereby agreed and understood that in consideration of the approval of this application that: (i) the applicant agrees to all the terms and conditions of the permit issued; and (ii) the proposed construction shall be performed and completed in accordance with all applicable County, State, and Federal laws, rules, regulations and ordinances, and subject to the inspection and control of MDOT SHA; and that all plans and other documents submitted by the applicant for approval by the MDOT SHA in connection with this application are hereby made a material part of this application.

Print Name	Signature	Date
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Telephone Number: _____ email: _____

Notes:

1. Submit proof that the Traffic Manager listed on the application is certified.
2. Submit a completed W-9 Form.
3. Submit either a copy of the record plat or the property deed to prove ownership
4. It is the applicant’s responsibility to obtain any additional permits, approvals or licenses from other agencies which may be required.
5. Items A through F below are to be submitted as an electronic copy as requested by the distric. The hard copy package is to be neatly folded to an 8½” X 11” size.
 - A. A copy of the permit application
 - B. A copy of an 8½” X 11” vicinity map (Scale no smaller than 1” = 2000’) with the area of work indicated with a colored pen or pencil
 - C. A copy of the plans for the proposed work within the MDOT SHA right-of-way showing the location in relation to the roadway
 - D. A copy of the Traffic Control Plan or applicable standard
 - E. A copy of the Engineer’s Estimate
 - F. The original Surety if required

Return to: