

Otsego County Road Commission
 669 W. McCoy Road, P.O. Box 537, Gaylord, MI 49734-0537
 Telephone (989) 732-5202 • Facsimile (989) 732-6775

Application and Permit to Construct a Driveway Approach

Receipt _____

Date: _____

Permit No.: _____

Applicant (Mailing address for permit)	Contractor (*See note below*)
Name: _____	Name: _____
Address: _____	Address: _____
City, State, Zip: _____	City, State, Zip: _____
Contact Phone: _____	Contact Phone: _____
Facsimile: _____	Facsimile: _____
E-mail: _____	E-mail: _____

Site information: Residential Commercial / **Fees Paid:** Yes No

Road Name: _____ House No.: _____
 Township: _____ Section: _____

Help us find your site by giving us the following directions:

The site is located on: _____ on the N S E W (circle one) side of the road
 _____ miles/feet N S E W from _____ Road
 between _____ Road and _____ Road

- Work to be completed:**
- Pave Existing Drive: Asphalt Concrete
 - Repair/extend existing drive
 - Temporary Drive
 - NEW DRIVE: Surface Type: Asphalt Concrete Gravel

NOTE: Gravel is Required in R.O.W.

Circle Number of Drives: 1 or 2

Remarks: _____

Date Work to Begin On: _____ **DATE SITE WILL BE FLAGGED:** _____

Applicant's Signature: _____ Contractor's Signature: _____

Notice: It is the responsibility of the applicant to flag the proposed driveway location so the inspector will be able to determine the exact proposed location. Failure to flag by specified date may result in considerable delay. Please allow 10-20 days for the original permit to be mailed to the above address. Any construction performed before receipt of the original permit may not meet Road Commission standards and is subject to revision or removal at the applicant's expense and could result in a fee being assessed. ***A certificate of insurance naming the OCRC as an additional insured is required from the contractor or permit will not be issued.***

Do Not Write Below This Line

Date Checked: _____ Surface Type: G A C Number of Drives: 1 2 Width: _____
 Road Name: _____ on the N S E W Side
 Drive No.: 1 Drive No.: 2 Miles/Feet N S E W of _____
 Culvert Required (if required 12 ft. x 20 ft. minimum) Not Required
 Sight Distance N S E W N S E W
 Remarks: _____

Approved By: _____, Permit Agent Date: _____