Charter Township of Bloomfield

Application for Commercial/Utilities Right-of-Way Permit

(To be completed in accordance with the requirements of the Bloomfield Township Code of Ordinances, Right-of-Way Management Code, Section 32)

For Township Use Only

Application No.: Applicant Name:

Received By: Date:

Insurance Policy Information:

Name of Company: Expiration Date:

Dear Applicant:

By filling out this application form in full, and attaching it to the materials requested, you would assist the Charter Township of Bloomfield in its effort to promptly review your application for a Right-of-Way Disruption Permit. The information requested on this application is the minimum required by ordinance. You should submit any additional information or materials you believe would assist the Township in its review of your proposal.

This application must be filled out in full, and must bear the signature of the applicant or applicant's representative. Additionally, an application fee in the amount required by Township Board resolution must accompany this application.

Please submit your application to the Bloomfield Township Clerk's Office by mail or email (clerk@bloomfieldtwpmi.gov) with the following items:

- Site plans
- Road Commission of Oakland County's (RCOC) approved permit
- Insurance policy listing Bloomfield Township as an additional insured
- Aboveground structures will also require landscape plans submitted on the same flash drive
- Additional information may be required

This application is valid for six (6) months from the date it is received by the Clerk's Office.

Applicant Information:

Estimated Commencement Date:	Estimated Completion Date:
Company Name:	
Project Address:	
Phone Number:	Email:

Does the applicant currently have a permit in any other Oakland County community? If so, list such communities:

Contact Person's Name:

Contact Person's Address:

City: State: Zip:

Contact Person's Email: Phone:

Character of Business

Character of business applicant generally engages in:

Length of time engaged in such business:

Location(s) engaged in such business:

Character of business applicant proposes to engage in:

Length of time engaged in such business:

Location(s) engaged in such business:

Corporate/Partnership Information

Attach to this application copies of the Articles of Incorporation of an applicant that is a corporation or limited liability corporation, as well as copies of the corporation's last three annual reports. If the applicant is a partnership, attach a copy of the Partnership Agreement. Also attach to the application copies of the financial statements of the applicant for the last three years.

Proposed Use and Occupancy

Describe the improvements within the right-of-way to be used and occupied (and show same on plans filed with application):

Describe the proposed use and occupancy to the right-of-way, including all construction, installation, location, maintenance and/or repairs of improvements in the right-of-way:

Describe the exact type, kind and amount of construction, installation, location, maintenance and/or repair of improvements:

Identify the name and number of pages of plans filed in connection with the requirements of this section of the application:

Map/Plans of Right-of-Way

Enclose with this application a detailed map and plans showing all of the Township's right-of-ways that the applicant proposes to construct, install, locate, use and/or operate improvements, and a map and plans clearly designating the proposed route and exact location of the same, and designating whether the improvements are proposed to be located underground and/or aboveground. If the applicant proposes to establish facilities aboveground, specify all reasons why applicant should be exempt from the obligation of placing all improvement underground.

Proposed Interconnection

Attach a map to the application showing the manner and location in which proposed improvements will interconnect with existing and proposed improvement in other municipalities.

Anticipated Activities

Describe all anticipated activities to be performed within the right-of-way after completion of initial construction:

Services to be Provided

Describe in detail all of the services to be provided by the applicant:

Specify and, if appropriate, attach a map showing the location of known and projected customers, i.e., person to be served.

Landscaping for Aboveground Structures

All aboveground structures shall be screened with landscaping. A landscaping plan must be submitted, reviewed and approved by the Bloomfield Township Planning Department.

I agree to comply with section 32 of the Bloomfield Township Code of Ordinances, which states, "A landscaping plan indicating evergreen plant material of sufficient height and density to screen any above-ground proposed facility from the street and adjacent property shall be required. Said landscaping shall be maintained and replaced in kind as necessary by the Utility. The proposed landscaping shall not interfere with any other existing or proposed use of the right-of-way…."

Applicant's Signature: Date:

Applicant's Printed Name:

Certification

I certify the statements made in this application are true to the best of my knowledge, information and belief.

Applicant's Signature: Date:

Applicant's Printed Name:

CHARTER TOWNSHIP OF BLOOMFIELD

FEES

1. Fees in Connection with Commercial Disruption Permits

The non-refundable disruption permit application fee shall be $305.00.

The application review and processing fee to review, process, investigate, grant or deny, and issue a disruption permit and for review of each set of plans under an annual franchise disruption permit shall be a minimum of $305.00 to cover the Township's administrative, engineering, planning and legal costs of that process. Those costs shall be based on the estimated amount of time by involved personnel, consultant billing rates if applicable, and the hourly payroll cost of wages, taxes and benefits for Township employees.

The non-refundable disruption permit fee shall be in the amount of $100.00 for each week or fraction of a week that the disruption is permitted to or does occur. If the disruption continues beyond the permitted period, additional disruption permit fees at that rate shall be paid.

The non-refundable disruption permit extension application fee shall be $125.00.

2. Fees in Connection with Commercial Use Permits

The non-refundable use permit application fee shall be $340.00.

The application review and processing fee to review, process, investigate, grant or deny, and issue a commercial use permit shall be a minimum of $340.00 to cover the Township's administrative, engineering, planning and legal costs of that process. Those costs shall be based on the estimated amount of time by involved personnel, consultant billing rates if applicable, and the hourly payroll cost of wages, taxes and benefits for Township employees.

The non-refundable commercial use permit renewal application fee shall be $125.00.

Subject to Township Board adjustment, the annual commercial use permit fee for improvements measured by lineal feet of right-of-way used shall be $ .15 per lineal foot for above-ground improvements and $ .30 per lineal foot for underground improvements, with the fee for improvements that occupy one of more locations or areas of right-of-way that are not measurable in lineal feet, to be based on a rate of $1.00 per square foot for above-ground improvements and $1.60 per square foot for underground improvements, with the square footage to include areas occupied by installations to which the improvements are attached, with a minimum per location fee of $15.00.

The non-refundable commercial use permit inspection fee shall be $70.00, per inspection.

3. Fees in Connection with Telecommunications Permits

As provided in the Ordinance, except for telecommunications providers with facilities located in the right-of-way as of November 1, 2002 that applied for a permit within 180 days of that date, the 1-time, nonrefundable application fee for a telecommunications permit is $500.00. Telecommunications providers holding such permits must also obtain disruption permits for

construction activities but are not required to pay fees in connection with such disruption permits.

Annual maintenance fees are payable by telecommunications providers to the Authority as defined and provided for in the Ordinance and METRO Act. The Township's November 28, 2003 Resolution under the METRO Act is Appended to this Resolution.

4. Disruption or Use Without Required Permit (After-the-Fact Permits)

If disruption or use of a right-of-way commences without first applying for and obtaining a required permit, in addition to any penalties and proceedings for that violation under the Ordinance, the non-refundable application fee for the required permit shall be doubled.

5. Appeal Fees

The fee for an appeal/waiver request to the Township Board shall be $ 500.00.

6. Transfer and Assignment Fees

The non-refundable fee for a request for Township consent to a transfer or assignment of a permit shall be $ 250.00. The application review and processing fee to review, process, investigate and act on a request for Township consent to a transfer or assignment of a permit shall be a minimum of $250.00 to cover the Township's administrative, engineering, planning and legal costs of that process. Those costs shall be based on the estimated amount of time by involved personnel, consultant billing rates if applicable, and the hourly payroll cost of wages, taxes and benefits for Township employees.

7. Refundable and Additional Application Review and Processing Fees

Any unused portion of a review and processing fee shall be returned to the applicant/permittee that paid it, or applied to any other fee obligations for that permit. If the Township reasonably anticipates that it will, or does in fact, incur costs and expenses in excess of the minimum administrative review and processing fees established above, the Township shall provide the applicant/permittee with a notice of the additional fees to be paid and the manner in which they were calculated.

INSURANCE

The following types of insurance as specified in the Ordinance, shall be required for the types of permits listed under that insurance category in the amount indicated, with umbrella or excess policies allowed to satisfy required minimums and the Township to be named as an additional insured on all liability policies:

1. Comprehensive commercial general liability insurance on an occurrence basis which shall include coverage for operations, products and completed operations, contractual liability, independent contractors and for explosion, collapse and underground liabilities, commonly referred to as "XCU" coverage.

Residential District Disruption Permits	$1,000,000.00
Minor Disruption Permits	$1,000,000.00
All other Disruption Permits and Franchise Disruption Permits	$5,000,000.00
Use Permits other than Residential Use	$5,000,000.00
Telecommunications (METRO Act) Use Permits	$5,000,000.00*

(* Subject to modification in Permit)

2. Liability insurance for Residential Use Permits $1,000,000.00.

3. Motor vehicle insurance covering all owned and non-owned vehicles used in the permitted activities, including Michigan no-fault coverage.

All Disruption and Use Permits except Residential Use	$1,000,000.00
Telecommunications (METRO Act) Use Permits	$1,000,000.00*

(* Subject to modification in Permit)

4. Owner's and contractor's protective liability insurance of no less than $1,000,000.00 to no more than $5,000,000.00, when determined by the Township to be required in addition to the comprehensive commercial general liability insurance, for:

Disruption Permits other than Residential District and Minor	$ See above range
Use Permits other than Residential Use	$ See above range
Telecommunications (METRO Act) Use Permits	$5,000,000.00*

(*Subject to modification in Permit)

5. Worker's compensation insurance, including employer's liability coverage, in accordance with applicable Michigan statutes is required for all permits except Residential Use Permits.

POLICIES

Modifications

The Supervisor is authorized but not required to grant a modification of a fee or insurance requirement established by Resolution in response to a signed written request from the permit applicant or holder that identifies and demonstrates to the Supervisor's satisfaction, a sufficient public interest or purpose that would be served by the requested modification.