



**County Road Association  
OF MICHIGAN**

CRA Public Utility  
Notice  
Revision 10-19-15

Muskegon County Road Commission

# Route Notification Request

**FOR SEASONAL PUBLIC UTILITY PERMIT – NON-EMERGENCY EXEMPTION**  
In compliance with MCL 257.722(5) via Facsimile/Email

_____ <b>Permit Number</b> (Previously Issued)
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Applicant shall have a copy of notification provided to the Road Agency in the drivers possession while performing the relevant non-emergency work.

Applicant	Utility		
Name: _____	Name: _____		
Address: _____	Address: _____		
City/St/Zip: _____	City/St/Zip: _____		
Contact	Contact		
Name: _____	Name: _____		
Email: _____	Email: _____		
Phone: _____ Fax: _____	Phone: _____ Fax: _____		
Notification Date: _____ Date Work Starts: _____ Date Work Ends: _____			
Unit Number: _____ License Number: _____			
Location or address of Non-Emergency Work: _____			
_____			
Requested Route: _____			
_____			
Attached Map    _____ Yes    _____ No			
By signing this permit application, I certify that I have read and will abide by the rules and regulations on the back of this sheet.			
Authorized Signature _____	Title _____	Date _____	
This Area for Road Agency Use Only			
The driver of the above vehicle must carry a copy of the Seasonal Public Utility Non-Emergency Exemption permit, rules and a copy of this notification.			
<input type="checkbox"/> Route is approved <input type="checkbox"/> Route is denied			
Authorized Signature _____	Title _____	Date _____	Time _____

**AGENCY CONTACT INFORMATION**  
 Permit Section: Engineering Phone: 231-788-7241 Fax: 231-788-5793 Email: ljackomino@muskegoncountyroads.org

## RULES AND REGULATIONS

- 1) Permits are automatically invalidated by the violation of any of the conditions specified by the terms of the permit or false information given on the application. Failure to comply with the conditions of this permit shall be just cause for the immediate suspension or revocation of any or all permits and the operator and /or owner of the vehicle subject to appropriate legal action.
- 2) Applicant shall provide notification to the road agency, using a notification application provided by the road agency, when requesting access to operate on restricted roads. Applicant shall provide notification to the road agency, via facsimile or electronically, not later than one business day (24 hours) before the time of intended travel. If the road agency determines that the condition of a particular road under its jurisdiction makes it unusable, the road agency may deny access to all or any part of that road. The denial shall be made and communicated via facsimile or electronically to the Applicant within one business day after receiving notification that the Applicant intends to perform non-emergency work that requires use of that road. Any notification that is not disapproved within one business day after the notice is received by the road agency is considered approved.
- 3) The permit travel on seasonally restricted roads during weight restrictions will be minimized and only utilized when necessary to perform work using the public utility vehicle or vehicle configuration. Unrestricted roads shall be used for travel when available and for routine travel.
- 4) The movement shall not impede other traffic in an unreasonable manner and at no time shall traffic be blocked from use of the highway. Vehicles and loads shall not be parked loaded or unloaded on the highway at any time.
- 5) Vehicles shall be registered as required by the Michigan Vehicle Code and will not violate any statute or valid ordinance, rule or regulation by any state agency or sub-division of the state. Vehicles are to comply with all statutory provisions as to other permits, licensing, motor vehicle equipment and operation.
- 6) The driver of the vehicle shall carry copies of this permit, the route notification form and rules in the vehicle to which it applies and shall have these documents available for inspection by any police officer, motor carrier officer or duly authorized road agency agent. Permit not valid unless accompanied by supplemental route notification.
- 7) Applicant shall be responsible for any damage caused to wires, mailboxes, trees, buildings or the road, including the structures and appurtenances, and shall reimburse the appropriate parties for any damage caused by the moving of said vehicle or load. The Applicant shall assure that the road agency is held harmless of any claim arising out of or related to the moving of said vehicle, load or its presence on or use of the highway by said vehicle and load. The applicant agrees to reimburse the road agency for any damage resulting from disregard of the permit.
- 8) Permits are not valid if insurance expires. Applicant shall present evidence that at least the following insurance coverage shall be in effect on each vehicle while operating on the public highways under special permit:

Bodily Injury Liability - each person	\$500,000.00
Bodily Injury Liability - each accident	\$1,000,000.00
Property Damage Liability - each	\$1,000,000.00
Accident - Single Limit Policy	\$1,000,000.00
Worker's Compensation	Statutory Coverage
- 9) Permits will be issued only for vehicles owned by the applicant or operated under a bona fide lease or rental agreement. The applicant may be required to reimburse the road agency for any damage that might occur to roads, bridges or highway structures, by the movement of vehicles and loads under the proposed permit.
- 10) The public utility vehicle weight shall not exceed "Normal Legal Loading" which is: 18,000 lbs/single axle; 13,000 lbs/tandem axle; 16,000 lbs/tandem axle on a designated county route. For all axle configurations the weight shall not exceed 700 lbs/inch of tire width. Permits will in no way supersede posted axle loading limits on any bridge/structure or highway.
- 11) The road agency may temporarily suspend or amend a permit, either in its entirety or in certain of its provisions, due to seasonal or other special conditions.
- 12) Vehicles used for public utility work must display signage on the outside of the vehicle to identify the vehicle as operating on behalf of the public utility.
- 13) The fee schedule shall be established by the cost allocation method.

### AGENCY CONTACT INFORMATION

Permit Section: **Engineering** Phone: **231-788-7241** Fax: **231-788-5793** Email: [ljackomino@muskegoncountyroads.org](mailto:ljackomino@muskegoncountyroads.org)