



Department of Public Services
 14 W. Forest Avenue
 Ypsilanti, MI. 48197
 (734) 483-1421 | www.cityofypsilanti.com/DPS

DEPARTMENT USE ONLY

Permit #: _____
Issued: _____
Expires: _____

RIGHT-OF-WAY EXCAVATION OR USE APPLICATION AND PERMIT

I. APPLICANT INFORMATION

APPLICANT	Name:	CONTRACTOR	Company:
	Address:		Address:
	Phone:		Phone:
	Email:		Email:

II. PURPOSE OF WORK OR USE

**Fees and bonding requirements vary depending on permit/work type. See page two for fee schedule.*

PERMIT CATERGORY				WORK/USE CATEGORY			
<input type="checkbox"/> Residential	<input type="checkbox"/> Business	<input type="checkbox"/> Utility	<input type="checkbox"/> Other	<input type="checkbox"/> New Install	<input type="checkbox"/> Repair	<input type="checkbox"/> Modification	<input type="checkbox"/> Obstruction
DISTURBANCE TO RIGHT-OF-WAY <i>(Check all that apply)</i>							
<input type="checkbox"/> Sidewalk	<input type="checkbox"/> Drive Approach	<input type="checkbox"/> Curb Cut	<input type="checkbox"/> Road Cut	<input type="checkbox"/> Bore & Jack			
<input type="checkbox"/> Directional Bore	<input type="checkbox"/> Trenching/Digging	<input type="checkbox"/> Aerial	<input type="checkbox"/> Closure/Blockage	<input type="checkbox"/> Utility Electrical			
<input type="checkbox"/> Utility Water	<input type="checkbox"/> Utility Gas	<input type="checkbox"/> Utility Telecom	<input type="checkbox"/> Small Cell	<input type="checkbox"/> Other <i>(Explain)</i>			
Detailed Description:							
Location:							
Expected Start Date:		Expected End Date:		Revisions:			

III. PLAN REVIEW AND APPROVAL

DOCUMENTATION SUBMITTED				
<input type="checkbox"/> Site Plans/Map	<input type="checkbox"/> Utility Locations	<input type="checkbox"/> Liability Insurance	<input type="checkbox"/> Pollution Mitigation	<input type="checkbox"/> Soil Erosion Mitigation
<input type="checkbox"/> Stormwater Control	<input type="checkbox"/> Traffic/Pedestrian Detours		<input type="checkbox"/> Other <i>(Explain)</i>	
FEES AND DEPOSITS				
Application Fee: \$	Check #:	Bond Amount: \$	Check#:	
Additional Requirements:				
<input type="checkbox"/> <i>Applicant has read, understands and agrees to comply with all conditions/requirements set forth, and deemed necessary, by the Department of Public Services and the City of Ypsilanti Municipal Code of Ordinances.</i>				
APPLICANT SIGNATURE:			Date:	
APPROVED BY:			Date:	

**CITY OF YPSILANTI
2023-2024 RIGHT-OF-WAY PERMIT FEE SCHEDULE**

APPLICATION FEES

ROW Obstruction (material storage/pods)No charge, or \$25.00/week if obstructing residential paid parking. Commercial, see parking rental rates.
ROW Sidewalk Repair and Replacement\$50.00
ROW Non-Roadway (other than sidewalk)\$100.00
ROW Roadway\$250.00
ROW Aerial\$200.00
ROW Street Closure (Major Street)\$2,500.00/day per lane
ROW Street Closure (Local Street)\$1,000.00/day per lane
ROW Street Tree PermitNo Charge
ROW Tree Stump Removal\$25.00
<i>*Penalty Fee: Failing to apply for ROW Permit before work commences.</i> TRIPLE INTITAL PERMIT FEE or \$150.00, whichever is greater.

BOND REQUIREMENTS

(Contractor shall furnish either a cash bond or a performance bond.)

Property Line to Back of Curb\$3,000.00
Property Line to ½ Pavement Width\$5,000.00
Property Line to Full Pavement Width\$10,000.00
Existing Utility Repair/Modification\$3,000.00
New Utility Installation\$5,000.00
Underground Boring Pit (Each)\$1,000.00

1. Application fees are non-refundable.
2. Contractors may request a bond release after a period of 12 months from the satisfactory completion of work. An additional inspection will be required prior to bond release.