



Village of Lake Orion

21 E. Church Street
 Lake Orion, Michigan 48362
 Tel 248.693.8391
 Fax 248.693.5874
www.lakeorion.org

TEMPORARY USE OF VILLAGE RIGHT-OF-WAY

(PROPERTY, STREETS AND SIDEWALKS)

APPLICANT INFORMATION

Applicant Name: _____ Business Name: _____

Applicant Phone #: _____ Address: _____

Applicant E-Mail: _____ City, State, Zip: _____

TYPE OF TEMPORARY USE

Property/Right-of-way will be used for: _____ Building Maintenance _____ Business Sale/Event _____ Utility Installation

Briefly Describe Use/Project Activity: _____

RIGHT-OF-WAY (ROW) TO BE USED

Site Address: *(Property adjacent to street/sidewalk/ROW)* _____

Temporary Use of Right-of-Way Begins – Day: _____ Time: _____

Temporary Use of Right-of-Way Ends – Day: _____ Time: _____

ADDITIONAL REQUIRED INFORMATION

Please place your initials next to the items in the applicable column to acknowledge that all items are included with your application.

Required for Special Event Applications	Required for General Obstruction of Public ROW Only
____ Anticipated Attendance	____ Sketch of Project Area
____ Event Map	____ Hold Harmless Agreement
____ Hold Harmless Agreement	____ Barrier Plan/ Safe Route Plan
____ License Agreement (if applicable - to be approved by Village Council)	Additional Items for Excavation / Construction on Public Property
____ Parking Plan	____ Application Fee
____ Sign Application (if applicable)	____ Insurance Certificate
____ Insurance Certificate	____ Copy of License
____ Approvals from all applicable outside agencies	____ \$1,000 Escrow Deposit
	____ Construction Detail
	____ Soil Erosion Sedimentation Control

I, the undersigned, understand that the Village Hold Harmless Agreement must be completed and must accompany this application. I understand I will be liable for damage done to any street or sidewalk and that I must fully cooperate with all Village departments. Failure to cooperate may lead to immediate revocation of this permit by the Village of Lake Orion.

Signature of Applicant: _____ **Date:** _____

***** To Be Completed by Village Administration *****

APPROVAL / COMMENTS BY

Police Chief: _____ **Date:** _____

Special Events: Condition of approval is that the applicant must make arrangements for barricades and detour signs at least one week prior to event. When Flint Street is closed, temporary STOP signs must be installed on both eastbound and westbound Shadbolt at Anderson Street and any other locations that the Police Chief deems necessary.

Fire Chief: _____ **Date:** _____

DPW Director: _____ **Date:** _____

Village Council: _____ **Date:** _____

OR

Village Manager: _____ **Date:** _____

Conditions of Approval: _____
