



QUALITY LIFE THROUGH GOOD ROADS:  
ROAD COMMISSION FOR OAKLAND COUNTY  
"WE CARE."

**Board of Road Commissioners**

**Ronald J. Fowkes**  
Commissioner

**Andrea LaLonde**  
Commissioner

**Nancy Quarles**  
Commissioner

**Dennis G. Kolar, P.E.**  
Managing Director

**Gary Piotrowicz, P.E., P.T.O.E.**  
Deputy Managing Director  
County Highway Engineer

Department of  
Customer Services  
Permits

2420 Pontiac Lake Road  
Waterford, MI  
48328

248-858-4835

FAX  
248-858-4773

TDD  
248-858-8005

www.rcocweb.org

April 5, 2021

CITY OF ROCHESTER HILLS  
RUSSELL GEORGE  
1000 ROCHESTER HILLS DRIVE  
ROCHESTER HILLS MI 48309

**RE: Annual Permit for Community Events**

Dear Mr. George:

Enclosed is your annual permit for community events such as parades, banners, festivals, and block parties, on roads under the jurisdiction of the Road Commission for Oakland County. This permit is valid through December 31, 2023.

This permit allows communities to conduct community events or install banners under the following conditions:

1. That the local municipality adopts a resolution authorizing the event or banner.
2. That a copy of the resolution is provided to the Road Commission, via email to [permits@rcoc.org](mailto:permits@rcoc.org) or facsimile at (248) 858-4773, a minimum of three (3) days prior to the event or installation of the banner.
3. That the local municipality is responsible for necessary or appropriate traffic control associated with the event.
4. That any banner be installed above minimum height and clearance requirements. Specifications for permitted banners are enclosed.
5. That the municipality records the 5-digit permit number on all event-related documents/resolutions when submitted for review.

Also enclosed is a copy of our specifications and guidelines which pertain to banner permits. Should you have any questions or require additional information, please feel free to contact me at (248) 858-4835.

Respectfully,

David Czerniakowski, Director  
Department of Customer Services

DC:rr  
Enclosures

BOARD OF COUNTY ROAD COMMISSIONER, OAKLAND COUNTY, MICHIGAN  
2420 PONTIAC LAKE ROAD - WATERFORD, MI 48328

REFER ALL INQUIRIES TO DEPARTMENT OF CUSTOMER SERVICES - PERMITS (248) 858-4835

Const. Bond: \$ 0.00  
Permit Fee: \$ 0.00  
Deposit: \$ 0.00  
Est. Insp. Fee: \$ 0.00  
Paint Fee: \$ 0.00  
Sign Fee: \$ 0.00  
Signal Fee: \$ 0.00

Application No: 20-1723

Permit No: **61840**

This permit is issued on the condition that licensees and any persons working under the authority of this permit shall comply with the requirements of Act 53 of the P.A. of 1974.

CALL MISS DIG BEFORE YOU DIG  
PHONE: (248) 647-7344

01/23/2021

Received of ROCHESTER HILLS, CITY OF

to be applied in accordance

with the terms of below permit.

**BOARD OF COUNTY ROAD COMMISSIONERS, Oakland County, Michigan**

by: \_\_\_\_\_

Deputy Secretary-Clerk

Subject to the conditions on the reverse side hereof and the application on file, permission is granted by the Board of County Road Commissioners, Oakland County, Michigan hereinafter referred to as the Board, to:

**ROCHESTER HILLS, CITY OF**  
1000 ROCHESTER HILLS DR ROCHESTER HILLS, MI 48309 248-841-2503,

hereinafter referred to as the Licensee.

This is a permit to:

CONDUCT PARADES AND OTHER COMMUNITY EVENTS OR INSTALL BANNERS, AT TIMES AND LOCATIONS AS APPROVED BY LOCAL MUNICIPALITY RESOLUTION. THE LOCAL MUNICIPALITY SHALL PROVIDE FOR ALL TRAFFIC CONTROL INCLUDING SIGNS, BARRICADES AND POLICE CONTROL OF TRAFFIC. THE MUNICIPALITY SHALL NOTIFY THE ROAD COMMISSION IN ADVANCE AND PROVIDE A COPY OF RESOLUTIONS AUTHORIZING THE PARADE, COMMUNITY EVENT, OR BANNER. THE WORDING ON BANNERS SHALL BE APPROVED BY RESOLUTION OF THE LOCAL MUNICIPALITY AND SHALL NOT ADVERTISE FOR A PRIVATE BUSINESS OR BE POLITICAL IN NATURE. BANNERS SHALL BE INSTALLED AT A HEIGHT AND LOCATION THAT MEETS RCOC SPECIFICATIONS AND GUIDELINES. THE DISTANCE BETWEEN THE BOTTOM OF THE BANNER AND THE SURFACE OF THE ROAD SHALL BE NO LESS THAN 18 FEET AND THE BANNER SHALL BE LOCATED SO THAT IT CAUSES NO VISUAL OBSTRUCTION WITH TRAFFIC SIGNALS OR OTHER TRAFFIC CONTROL DEVICES.

SUBCONTRACTORS AND ANY OTHER PARTIES WORKING ON BEHALF OF THE MUNICIPALITY SHALL BE MADE AWARE OF THE TERMS OF THE PERMIT.

ALL BILLINGS FOR INSPECTION FEES AND WORK PERFORMED BY THE RCOC AS A RESULT OF THESE ACTIVITIES SHALL BE BILLED TO THE MUNICIPALITY.

All construction shall be in accordance with the attached approved plan and application on file for:  
ROCHESTER HILLS, CITY OF

as prepared by

and with the RCOC Supplementary Permit Specifications as follows:

ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE APPROVED PLAN AND APPLICATION ON FILE AND WITH THE ROAD COMMISSION FOR OAKLAND COUNTY PERMIT RULES, SPECIFICATIONS, AND GUIDELINES DATED MARCH 14, 2013.

This permit is granted for the period

Commencing 01/23/2021

and ending 12/31/2023

ROCHESTER HILLS

BOARD OF COUNTY ROAD COMMISSIONERS, Oakland County, Michigan  
Department of Customer Services - Permits

By: \_\_\_\_\_

In consideration of the granting of this permit, the undersigned Licensee hereby agrees to abide by and conform with all of the terms and conditions herein set forth or incorporated herein by reference. (SEE APPLICATION AND REVERSE SIDE FOR CONDITIONS OF PERMIT.)

01/23/2021 ROCHESTER HILLS, CITY OF

By: X \_\_\_\_\_



# CONDITIONS OF PERMIT

1. **PRECAUTIONS:** During the progress of any construction undertaken within the limits of the said highway in pursuance hereof, the Licensee shall provide all barricades, signs, lights, watchmen and flagmen as may be required for the safety and convenience of the public in accordance with the Michigan Manual of Uniform Traffic Control Devices, permit attachments and/or as shall seem advisable to this Board. Traffic shall be maintained at all times unless otherwise indicated hereon by special endorsement of the Board's duly authorized representative. A copy of this permit and the application therefor shall be kept on the site during the course of any construction pursuant hereof by the Licensee or his duly authorized agent.
2. **ACCIDENT LIABILITY AND INDEMNIFICATION:** "The said Licensee shall be liable for all damages to either persons or property or both resulting from or arising out of accidents which may occur as a result of the proposed operations in pursuance hereof. The licensee agrees to save harmless, indemnify, represent and defend the Board and the County of Oakland from any and all claims for bodily injury or property damage or any other claim relating to or arising out of the operations, use or continued existence of the work which is the subject of this permit."
3. **BONDS AND INSPECTION FEE:** The Licensee shall before or at any time during operations upon demand of this Board, furnish a cash deposit and/or surety bond in such an amount as deemed necessary by this Board to cover damage to the highway. This Board may retain any portion of the cash deposited herewith which in the opinion of this Board shall be necessary to cover any expense for damage through the granting of this Permit and the cash deposit or the balance thereof shall be returned to the Licensee upon completion of the work to the satisfaction of this Board. Surety bonds shall be kept in effect by the Licensee until released by this Board. The Board may also require the deposit of an estimated inspection fee to cover the Board's cost of inspecting the work. If the inspection cost exceeds the inspection fee, the Licensee shall pay the additional cost. If the inspection fee exceeds the inspection cost the balance will be refunded upon permit release.
4. **HIGHWAY:** All damage to drainage structures, roadbeds, trees, pavements and other highway appurtenances shall be repaired at expense of the Licensee. No portion of the pavement of any highway shall be disturbed without prior permission of this Board. Upon completion of any work within limits of the highways, restoration shall be such that it will provide a condition equal to or better than the original condition and in accordance with current Board Standards and Specifications.
5. **EXCAVATION AND BACKFILL:** Excavations shall be no larger than necessary and no closer to the pavement than necessary to carry on the work. The Licensee shall assume the full responsibility for preventing the caving, loss or settlement of foundation material supporting the pavement and all other highway installations such as sewers, culverts, etc., and shall provide and place all sheeting, shoring and bracing necessary for such protection. Backfilling shall be done as soon as possible with materials and methods approved by this Board. Backfill shall be thoroughly compacted and left level in a neat condition. Compaction will be subject to check by the Controlled Density Method. Future settlements shall be repaired at the expense of the Licensee.
6. **CROSSING UNDER ROADS:** All crossing under roads shall be made by Tunneling or Jacking and Boring unless another method is specifically approved by this Board. When open-cut methods are approved, the road surface shall be replaced in accordance with current Board standards. All pavement removed shall be replaced with a temporary hot mixed bituminous surface immediately upon completion of the backfill. Permanent pavement replacement shall be made at a later date by this Board unless otherwise provided and all expense of same shall be charged to and paid for by the Licensee.
7. **TAPPING COUNTY ROAD SEWER:** Any rights granted herein to connect into any County Road sewer are revocable at the will of this Board and the Licensee expressly waives any right to claim damages or compensation in case permit therefor is revoked.
8. **TREES OR SHRUBS:** The Licensee must apply for and receive a forestry permit for all work involving trimming, removal or tunnelling of trees or shrubs occurring within the right of way.
9. **DRIVEWAYS AND STREET APPROACHES:** The Licensee shall furnish all materials including culverts specified herein and shall install same in accordance with the requirements of this Board. Curb cuts for driveways are to be left one (1) inch above existing gutter grade. Curb cuts and driveway approaches including their radii shall not extend in front of property other than that owned or controlled by the Licensee.
10. **DISPOSAL OF GROUND WATER:** Road side drainage systems—open ditches, storm sewers, etc.—shall not be used for disposal of water pumped from below the surface of the ground unless specifically allowed by this Board.
11. **SIGNS:** All traffic control and street name signs which must be removed during construction shall be immediately reset in a temporary position as directed.
12. **WORK WITHIN CORPORATE LIMITS OF CITIES, VILLAGES, OR TOWNSHIPS:** Licensee shall be responsible for securing, and shall secure, any other permits necessary or required by law from cities, villages, townships, corporations or individuals.
13. **SOIL EROSION AND SEDIMENTATION CONTROL:** This permit does not relieve the Licensee of any responsibility of obtaining a permit from the County Enforcing Agency in accordance with Act 347 of Michigan Public Acts of 1972.
14. **VIOLATION:** The violation of any conditions by the said Licensee shall constitute a revocation hereof and shall operate to suspend and annul any and all rights acquired by the said Licensee under the terms hereof.
15. **REVOCAION OF PERMIT:** It is to be understood that the rights granted herein are revocable at the will of this Board and that the Licensee acquires no rights in the highway and expressly waives any right to claim damages or compensation in case this permit is revoked.
16. **TIME LIMIT AND PROGRESS:** This permit is valid for work within the right of way only during the period shown on the face hereof. If the work cannot be done during this period, this Board, at its discretion, may grant an extension of time or may reschedule the work period. The Licensee shall conduct his operation without undue hindrance to the traveling public or adjacent property owner, and shall complete the project and restoration of the highway as soon as possible within the allotted time.
17. **COOPERATION WITH OTHERS:** The issuance of this permit does not give the Licensee an exclusive right to work within the area covered by this permit. The Licensee shall cooperate with others and shall conduct his operations in such a fashion as to cause a minimum conflict with and/or inconvenience to others working in the area. The work of others does not relieve the Licensee of his responsibility to complete the work in accordance with the permit.
18. **NOTIFICATION OF START OF WORK:** The Licensee shall give notice to the Board at least two (2) working days prior to commencement of operations covered by this permit.
19. **NOTIFICATION OF COMPLETION OF WORK:** The Licensee shall notify the Board in writing when the work is completed and request release of the permit.
20. **SUPPLEMENTAL SPECIFICATIONS:** The supplemental specifications appearing on the back of the application for this permit, copy attached, and other attached supplemental specification are herein incorporated as part of this permit.

Attached Supplemental Specifications     Underground     Approach



**BOARD OF COUNTY ROAD COMMISSIONERS, OAKLAND COUNTY, MICHIGAN**  
**ROAD COMMISSION FOR OAKLAND COUNTY**  
**RECIPIENT PERMIT APPLICATION**

MAKE CHECK PAYABLE TO ROAD COMMISSION FOR OAKLAND COUNTY  
**DEC 15 2020**

DEPARTMENT OF CUSTOMER  
 SERVICES PERMITS

FOR R.C.O.C. USE ONLY	
Application No.	<u>20-1723</u>
Date Received	<u>12-15-20</u>
Permit E No.	<u>61840</u>
Date of Issuance	<u>1-23-21</u>

APPLICANT: CITY OF ROCHESTER HILLS hereby makes  
 APPLICATION for a permit to CONSTRUCT, OPERATE, USE and/or MAINTAIN or to TEMPORARILY CLOSE A COUNTY ROAD within the part of the  
 right-of-way of road(s) VARIOUS under the jurisdiction of the Board:  
 a detailed description of the desired facility and/or activity is required in the space provided below: (include size, length, type of facility; - if  
 underground, indicate depth below surface; if parallel to road, indicate distance from inside edge of facility to edge of pavement, if crossing under roadbed,  
 describe method). **THE FOLLOWING MUST BE ATTACHED TO THE APPLICATION WHEN APPLICABLE:** 1. Plans, specifications and location of  
 facility. 2. Traffic plan and detour route in cases of street closures.

**PLEASE CHECK THE APPROPRIATE BOX(ES) THAT APPLY TO THE TYPE OF WORK YOU WISH TO OBTAIN A PERMIT FOR:**

- |   |   |   |  |
|---|---|---|--|
| <input checked="" type="checkbox"/> Annual            | <input checked="" type="checkbox"/> Community Event | <input type="checkbox"/> Public Utility (i.e. electric, gas, telephone) | <input type="checkbox"/> Soil Boring/Monitoring Well |
| <input type="checkbox"/> Approach/Private Road Access | <input type="checkbox"/> Landscaping/Grading        | <input type="checkbox"/> Sanitary/Storm Sewer                           | <input type="checkbox"/> Watermain                   |
| <input type="checkbox"/> Cable TV                     | <input type="checkbox"/> Pathway/Sidewalk           | <input type="checkbox"/> Sign/Subdivision Entrance Marker               | <input type="checkbox"/> Other _____                 |

**ANNUAL COMMUNITY EVENTS**

City or Township ROCHESTER HILLS Section No. \_\_\_\_\_

The above activities will be carried out in accordance with plans, specifications, maps and statements filed with the R.C.O.C. as part of this application, and  
 if said application is approved, the above named applicant agrees to abide by the **CONDITIONS** contained on the reverse side. Since a permit will have to  
 be secured from the Board prior to the start of any construction or maintenance operations proposed by this application, it is intended that the  
**SUPPLEMENTAL SPECIFICATIONS**, on the reverse side, are to be incorporated as part of the plans or specifications required for this proposed work.

FOR R.C.O.C. USE ONLY	
Design: _____	Right-of-Way: _____
Traffic: _____	Maintenance: _____
Planning: _____	Construction: _____
Subdivision: _____	
Environmental Concerns: _____	Permits: _____

FOR R.C.O.C. USE ONLY	
Application Fee: \$ - 0 -	Permit Fee: \$ - 0 -
Receipt No: _____	Deposit: \$ - 0 -
Bond: \$ - 0 -	Estimated Inspection Fee: \$ - 0 -
(RCOC Form 75)	Paint Fee: \$ - 0 -
	Sign Fee: \$ - 0 -
<b>TOTAL FEES DUE</b>	
<b>AT TIME OF PERMIT ISSUANCE: \$ - 0 -</b>	
Proof of Insurance Required	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Pollution Liability Required	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

This application is approved subject to **CONDITIONS** and **SUPPLEMENTAL SPECIFICATIONS** contained on the reverse side of this application.  
 Approval of this application does not relieve applicant from meeting any applicable requirements or duties of law or other public bodies or agencies  
 including but not limited to the Michigan Department of Natural Resources.

**APPROVAL OF THIS APPLICATION EXPIRES IN ONE YEAR IF A PERMIT HAS NOT BEEN ISSUED. RESUBMITTAL OF CURRENT PLANS,  
 PERMIT APPLICATION REVIEW FEES AND PERMIT APPLICATION IS REQUIRED IF APPROVAL OF THIS APPLICATION HAS EXPIRED.**

REFER ALL INQUIRIES TO (248) 858-4835

DEPARTMENT OF CUSTOMER SERVICES - PERMITS

2420 PONTIAC LAKE ROAD  
 WATERFORD, MI 48328

APPLICATION APPROVED:

By: \_\_\_\_\_ Date: 1-25-21

CITY OF ROCHESTER HILLS  
 APPLICANT (PRINT OR TYPE)  
Russell A. George  
 SIGNATURE DATE 11-20-2020  
RUSSELL A. GEORGE - DPS TECHNICIAN - PERMITS  
 (PRINTED/TYPED SIGNATURE & TITLE)  
1000 ROCHESTER HILLS DRIVE 248 841-2506  
 APPLICANT'S ADDRESS TELEPHONE NUMBER  
ROCHESTER HILLS MI 48309  
 CITY STATE ZIP CODE

1/23/2021

Application # 20-1723

Contact: KEITH DEPP

Phone: 248-841-2503

### PERMIT DESCRIPTION

The following is a permit description ONLY. It shall not be construed to be a permit and shall become valid only after the permit is acquired.

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as prepared by

and with the RCOC Supplementary Permit Specifications as follows:

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