

**Board of Huron County Road Commissioners**  
**417 S. Hanselman Street \* PO Box 270 \* Bad Axe, MI 48413**  
**(989) 269-6404 \* Fax (989) 269-8491**

**Application for Road Side Ditch Improvement Permit  
and  
Survey Request**

See reverse side for Special Provision/Specifications.

**Applicant:**

Name \_\_\_\_\_ Telephone \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

**Contractor:**

Name \_\_\_\_\_ Telephone \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

**Road Side Ditch Improvement Location:**

Township \_\_\_\_\_ Section(s) \_\_\_\_\_

Road \_\_\_\_\_ Which Side \_\_\_\_\_

Describe beginning and ending points:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_.

**Insurance:**

The Huron County Road Commission will proceed with surveying all approved road side ditch improvements, but a permit *will not* be issued until the required insurance certificate (furnished by Contractor or Applicant) is on file at the Huron County Road Commission office. See reverse side for details.

All work will be performed in accordance with the Special Provisions/Specifications. See reverse side.

**Signature** (Applicant or Contractor): \_\_\_\_\_

Date: \_\_\_\_\_

**Huron County Road Commission  
Road Side Ditch Improvements  
Special Provisions/Specifications  
Revised May 2004**

**General**

Property owners (or authorized representatives) are allowed to make road side ditch improvements under the following conditions:

- Ditch improvements shall in no way adversely effect the roads structural integrity or the motoring public's safety.
- Soil erosion will be properly controlled.
- Applicant is responsible to acquire any required soil erosion control permit(s).
- All work will be done in accordance with Huron County Road Commission's current standards and policies.
- Permit holder or permit holder's contractor furnishes acceptable evidence of \$1,000,000 liability insurance.
- Issuance of a PERMIT by the Huron County Road Commission.
- Applicant is responsible to acquire permission from adjacent property owner as may be necessary.
- Once started, road side ditch improvements are to be finished in there entirety, in a timely manner and according to the PERMIT and associated CUT SHEET.

**Cost Share**

*Township:*

Individuals must deal directly with the Township to determine if the Township will pay any portion of the road side ditch improvement.

*Huron County Road Commission:*

Huron County Road Commission will reimburse the permit holder 20%, of ditching costs only, if the following conditions are met:

- Ditch improvement benefits the road as determined by the Huron County Road Commission surveyor and/or engineer at time of permit issuance.
- Acceptable insurance certificate on file at the Huron County Road Commission office.
- On site inspection by the Huron County Road Commission surveyor and/or engineer verified excavated ditch conforms to the permit requirements for bottom elevation, side sloping and erosion control.
- All permit requirements are met.

There is no cost sharing on culverts, hauling of spoils, leveling of spoils, or ditches sponsored by the Soil Conservation District.

**Seeding**

Huron County Road Commission will be responsible for seeding the accepted ditch improvement. Immediately upon completion of excavation, the Huron County Road Commission shall be notified (989) 269-6404 so inspection and seeding can be scheduled.

**Insurance**

Prior to beginning any road ditch improvements the permit holder or permit holder's contractor shall furnish the Huron County Road Commission with an insurance certificate for the following limits:

Bodily Injury Liability - Each Person \$1,000,000  
Bodily Injury Liability - Each Accident \$1,000,000  
Property Damage Liability - Each Accident \$1,000,000

**NOTIFICATION**

A minimum of 24 hours notice shall be given to the Huron County Road Commission prior to beginning any road ditch improvements. The permit holder or permit holders contractor shall call the Huron County Road Commission office at (989) 269-6404.