

**VILLAGE OF OXFORD**

Building Services Department  
22 West Burdick, P.O. Box 94  
Oxford, MI 48371-0094  
E-Mail: office@thevillageofoxford.org  
248-628-2543



**Right-of-Way Permit Application**

**APPLICANT INFORMATION**

Applicant Name: \_\_\_\_\_ Company: \_\_\_\_\_ Title: \_\_\_\_\_

Applicant/Company Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ E-Mail: \_\_\_\_\_

**TYPE AND LOCATION OF RIGHT-OF-WAY ACTIVITY**

Type of Activity in the Right-of-way: *(Circle one)*      Sidewalk Closure      Partial Lane Closure      Complete Street Closure

Street/Right-of-way Affected and Location: *(Ex – East side of Mill St between Stanton St & Broadway St)* \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Description of Right-of-Way Activity: *(Ex – Installation of cable lines, new sidewalk concrete, sidewalk sale)* \_\_\_\_\_

\_\_\_\_\_

Description of Safety Measures Taken: *(Ex – Types of signage, barrier or worker assigned to direct traffic)* \_\_\_\_\_

\_\_\_\_\_

Activity Start Date: \_\_\_\_\_ Activity End Date: \_\_\_\_\_ Hours of Closure: \_\_\_\_\_

**ADDITIONAL REQUIRED DOCUMENTS**

***Applicant must include a Certificate of Insurance which specifically lists "The Village of Oxford" as an additional insured at the time of submittal.***

**SIGNATURE OF AUTHORIZED REPRESENTATIVE**

I hereby agree to adhere to all Village, County and State applicable ordinances and conditions of permits issued:

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

**FEES**

- Non-refundable Application Fee..... \$15
- Permit Fee..... \$75
- Contractor Registration Fee..... \$15 (One-time annual fee)
- Bond..... To be determined based on project scope