


CITY COMMISSION POLICY

GRAND RAPIDS  MICHIGAN	NUMBER: 1000-06	HISTORY	
	DATE: June 24, 1980	FILE #	DATE
	FILE NUMBER: 36418		
	DEPARTMENT: ENGINEERING		

SUBJECT: TEMPORARY USE OF RIGHT-OF-WAY FOR CONSTRUCTION-RELATED PURPOSES

PURPOSE: To establish criteria for issuance of a Temporary Occupancy Permit allowing temporary use of public right-of-way for the purpose of facilitating construction on adjacent properties.

POLICY:

A. BACKGROUND

1. Chapter 51 of the City Code requires that a permit be obtained before occupancy or excavation of a public right-of-way is allowed.
2. Chapter 51 further states that a fee may be charged to recoup any related administrative costs.

B. REQUIREMENTS

A Temporary Occupancy Permit may be issued for a specific period of time to a property owner and/or owner's representative (i.e. contractor, architect, etc.) to allow the occupation and utilization of an adjacent public right-of-way for the purpose of facilitating building construction, provided that the following requirements are satisfied:

1. All vehicular and pedestrian traffic adjustments shall be made in accordance with the Uniform Manual of Traffic Control Devices;
2. Activities occurring within the public right-of-way shall be performed in accordance with the current Grand Rapids Specifications;
3. Pedestrian walkways shall be established and maintained free and safe from construction equipment and materials, construction operations, and impediments such as mud, standing water, ice, and snow.

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4. Upon termination of the Temporary Occupancy Permit, the permit holder shall remove all construction material and equipment from the public right-of-way and shall restore the public right-of-way to a condition equal to or better than its condition prior to occupancy.

C. ADMINISTRATION

1. The City Manager, or the Manager's designee, will be responsible for administering this policy.
2. The fees for administration of these permits shall be set by resolution of the City Commission.
3. A permit will not be issued unless or until the applicant shall furnish adequate insurance and bonds as may be required to protect the public and the City, in a form and amount acceptable to the City Attorney.
4. A Temporary Occupancy Permit shall not be a substitute for a building, demolition, or other required permit; nor shall any of these substitute for the requirements of the permit authorized by this policy.
5. This permit may be revoked at any time, and the applicant be required to remove all construction material and equipment from the public right-of-way and to restore the public right-of-way to a condition equal to or better than its condition prior to occupancy.