

Otsego County Road Commission Public Notice

Revised: July 17, 2017

In accordance with Act 200 of the Michigan Public Act of 1969, any activity or use of county road right-of-way other than for highway travel purposes and maintaining natural vegetation requires a right-of way permit from the Road Commission. A completed right-of-way permit may be required before the Township will issue a land use permit. Please allow five to ten days for processing a Driveway Permit. The contractor performing the work will be required to have a valid certificate of insurance on file with the Road Commission before a permit will be issued. The Road Commission fee schedule for driveway and overweight permits is available at the Road Commission office, or on the web at www.otsegoarc.org to access our permit applications online. Online payments may be made on our web page, under the Permits/Forms tab. The Road Commission will make every effort to process all other permits within 48 hours.

Right-of-Way Permits are Required to:

- Build a new drive
- Upgrade an existing field drive to residential use
- Upgrade an existing residential drive to commercial use
- Reconstruct, pave, or place concrete on an existing driveway

Permitted Activities Include:

- Utility installations
- Seismographic exploration
- Overweight transport
- Oversize transport

Standard mailboxes are allowed in the road right-of-way without individual written permits. The face of the mailbox shall be placed a minimum of six (6) feet off the edge of the blacktop or one (1) foot behind the road shoulders, whichever is farthest from the centerline. Mailboxes should be installed on 4" x 4.5" diameter wood posts or steel posts less than 3 lb/ft. These supports should be embedded no more than 24" in the ground. Multiple mailbox installations must be placed on individual supports. Oversized and decorative boxes and posts are placed at the owner's risk and are maintained and/or replaced at the owner's sole expense. The Road Commission will not be responsible for damage to mailboxes caused by snow removal operations. The Road Commission will supply a box/post that has been **physically struck** by Road Commission equipment with a standard box and post OR reimburse \$10.00 for the mailbox and \$7.00 for the post. The Road Commission is not responsible for damage by snow striking the box or post.

Activities in Road Rights-of-Way, Road Ends, and Lake Access Sites Which are NOT Permitted:

The following activities are not allowed in the right-of-way when they would pose a safety hazard, obstruct vision, hinder maintenance work, or prevent public usage:

- Filling of roadside ditches or rights-of-way with dirt, leaves, debris or anything that may block drainage paths
- Planting of trees, shrubs, seedlings or bushes of any kind
- Construction of a retaining wall or culvert head wall along the side of a driveway
- Placement of any type of fence
- Placement of rocks, boulders or earth berms
- Placement of political, real estate, garage sale or other unauthorized signs within the County Road right-of-way which is generally 33' from the center of the road, particularly at intersections, railroad crossings, driveways or locations where visibility may be obstructed or a driver's attention distracted. Contact your Township for setback from right-of-way and other requirements for signs
- Any other encroachment considered potentially hazardous by the Road Commission

Lawn Watering Sprinkler Systems:

The Road Commission will not issue a permit for the placement of an underground sprinkler system within the road right-of-way. If they are placed within the road right-of-way, the following shall apply:

- The property owner is responsible for any damage or removal caused by Road Commission activities or activities permitted by the Road Commission. These activities may consist of ditch line reconstruction, roadside mowing, sign installation or grading of the extended road shoulder.
- Sprinklers shall not water curbs, saturate the road grade or discharge flow onto the traveled portion of the road. Any contractor or individual installing a sprinkler system in county road right-of-way will assume all liability for any incident arising from the installation for the operation of the system.

Yard Marker Stakes:

The Road Commission road right-of-way is commonly sixty-six (66') feet. For the safety of motorists and the Road Commission drivers during the winter months:

- Do not place any steel or metal stakes along a lawn to protect the lawn from Road Commission plows. Instead use plastic or small diameter wood stakes. Due to safety concerns, all steel or metal stakes will be removed from within the right-of-way. Removed yard marker stakes will be disposed of after 7 days.
- Keep yard marker stakes at a minimum of eight (8') feet from the edge of the roadway.
- The Road Commission drivers need to plow the shoulders for drainage purposes, sight distance, to allow for future accumulation of snow, and as a safety issue to allow the shoulder to freeze when using the front plows (the use of wing blades is also a factor). Every attempt will be made to minimize damage to a lawn during winter maintenance activity. The Road Commission does not have the manpower or funds to repair any damages that may result from the winter plowing activity.