

Board of Lapeer County Road Commissioners

820 Davis Lake Road
Lapeer, Michigan 48446
810.664.6272
FAX: 810.664.0404

January 2009

Dear Applicant:

Enclosed you will find a copy of the *Policy on Road Standards*. All proposed public roads shall be built to these standards. All private roads and commercial drive approaches shall be built to these same standards to the right-of-way line.

To begin the process of obtaining a Road Commission Permit, please submit the following:

- A signed Permit Application
- (2) sets of the Engineered Site Plans
- A \$1000 Plan Review Deposit
- Proof of tentative Zoning and Planning Commission approval from the appropriate Municipal Body such as a Township (letter form or a copy of meeting minutes).

Whenever Engineered Plans are submitted, a transmittal letter shall be attached stating the proposed project, type of project (public, private, commercial), revision number and date if applicable, and any changes that have been made since the last revision.

In addition to the above items and LCRC Construction Plan Approval, the following shall be submitted prior to Permit Issuance:

- Permit Fee (\$240)
- Inspection Deposit (\$600 for public roads or \$300 for commercial drive/private road)
- Cash Bond (Cash, Cashiers Check, Personal Check) or Irrevocable Letter of Credit (See Attachment E) in the amount of \$7,500.00 for the first approach and an additional \$3,000 for each additional approach
- Contractor's **original** Certificate of Insurance (See Attachment F)
- Copies of any other required permits such as SESC, DEQ, or Drain Commission.
- A letter or other document from the appropriate Municipal Body such as a Township indicating approval of the proposed development – including the date township approval was granted with reference to the approved drawing revision and date.

If you have any questions, please call the Permit Department Monday-Friday between 7 AM and 3:30 PM. The phone number for the Permit Department is (810) 664-8323.

Sincerely,
The Permit Department