

**LAPEER COUNTY ROAD COMMISSION**  
**PRIVATE ROAD / COMMERCIAL DRIVEWAY APPROACH**

THE FOLLOWING SHALL BE SUBMITTED PRIOR TO

**CONSTRUCTION PLAN REVIEW:**

- One (1) signed and completed Permit Application form
  - With Statement describing planned improvements
- One (1) set of Construction Plans to scale on 11x17 size paper (maximum size)
- Plan Review Deposit, (See Fee Schedule for amount)
- Transmittal letter along with list of items attached
- Completed *Checklist for Plan Approval*

IN ADDITION TO THE ABOVE ITEMS, THE FOLLOWING SHALL BE SUBMITTED PRIOR TO

**PERMIT ISSUANCE:**

- Permit Fee, (See Fee Schedule for amount)
- Inspection Deposit, (See Fee Schedule for amount)
- Cash Bond (Cash, Cashier's Check, Personal Check) or Irrevocable Letter of Credit with LCRC approved wording, (See Fee Schedule for amount)
- Valid Contractor's Certificate of Insurance. LCRC minimum amount limits shall be used per Application Terms and Conditions.
- 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 approval was granted, with reference to the approved drawing revision and date.
- Copy of 17-ft Additional Right of Way Easement (to create 50-ft half width R/W, minimum)
- Final version of approved plans must be submitted in electronic format (Adobe or equivalent)