



Department of Public Works

5151 Marsh Road, Okemos, Michigan 48864
Phone 517.853.4440; Email DPW@meridian.mi.us

Address:
Permit Number:
Date of Application:
Fee Amt Rec'd: (101-000.000-478.000)
Receipt Number: Dated:
Permit Start Date:
Permit Expiration Date:

- Standard Repair Permit
Extended Repair Permit
New Sidewalk Permit
*Drawing required (see back for details)

Public Sidewalk/Pathway Permit

Work Address & Description:
(address of work location)
(description of work - e.g. remove and replace 50 square feet of 5' sidewalk)
(work start date)

Property Owner:
(name)
(mailing address)
(phone number & email address)

Concrete Contractor:
(name)
(mailing address)
(phone number & email address)

I hereby certify that I am the owner, or representative, of the property described above, and as such I do hereby apply for a sidewalk permit. In consideration thereof, I agree to abide by the terms of the Meridian Township Code of Ordinances, Chapter 58, and the attached Concrete Specifications and Details.

** INSPECTION IS REQUIRED PRIOR TO POURING CONCRETE (See back for details.) **

Applicant (Print)
Signature
Title
Date
Phone No.

Note: For work in the public road right-of-way a separate permit is required from the Ingham County Road Department (ICRD) or the Michigan Department of Transportation (MDOT), as appropriate. This sidewalk permit does not relieve the applicant from meeting any applicable requirements of other public agencies.

Standard Repair Permits are good for seven (7) calendar days from the date of issuance. Extended Repair Permits are good for 60 calendar days from the date of issuance. The Extended Repair Permit is for larger projects that include numerous individual repairs, allowing repairs to be made in batches. New Sidewalk Permits are good for one (1) year from the date of issuance.

For repairs, remove and replace all concrete within 48 hours. Additionally, open the walkway to pedestrian traffic within 48 hours of concrete placement. Complete all repairs as described on the back of this permit and on the attached specifications.

Permit Issued by:
Date:
(Permit Not Valid unless signed above)

A COPY OF THIS PERMIT SHALL BE ON THE JOB SITE.

PERMIT REQUIREMENTS

1. **INSURANCE:** Prior to construction, the concrete contractor shall have the "Charter Township of Meridian" added as an additionally insured to their insurance policy. A copy of said coverage must be provided to the Township.
2. **BARRICADING:** A lighted, Type II barricade must be placed on either side of each work location, as a physical barrier to sidewalk users. The barricade and lights must be maintained in good working order throughout the duration of the permit. (See details on the attached detail sheet.) This applies to all sidewalk repairs. For new sidewalk construction, barricade all adjacent sidewalks, if present, as described herein until the new sidewalk is complete.
3. **REPAIR CONSTRUCTION DURATION:** All concrete repairs shall be removed and replaced within 48 hours. Additionally, the sidewalk/pathway shall be opened to pedestrian traffic within 48 hours of concrete placement. If there are extenuating circumstances which prevent the contractor from replacing the concrete within 48 hours, the contractor may request an extension. IF GRANTED, the repair location(s) must be brought up to grade with compacted, crushed limestone aggregate to create a safe, stable, and smooth surface. This surface must be maintained for the entire duration of the time extension, until the concrete surface has been reestablished.
4. **PENALTIES:** If the contractor fails to meet the above time requirements, they will be notified and given 24 hours to rectify the situation. If, at this point, the contractor fails to bring the situation into compliance, the Township will make the necessary corrections and the contractor will be billed for the labor, equipment, and material required to achieve compliance.
5. **INSPECTION:** All forms must be inspected and approved prior to pouring concrete. Call the Department of Public Works (**853-4440**) at least 24 hours in advance to schedule an inspection. Inspections are scheduled Monday thru Friday, 8:30 am to 4:00 pm, except on Township holidays.
6. **UTILITIES:** The contractor must call **Miss Dig (811)** prior to construction to notify utility companies. Additionally, the contractor shall notify the property owner(s) adjacent to all sidewalk repairs to mark any private utilities.
7. **NEW SIDEWALK PERMITS:** For new sidewalk permit applications, a scaled drawing of the site must be included. The drawing must be a minimum scale of 1" = 40' and include the property lines, curbs, driveways, street trees, sidewalks, hydrants, and grading plan. Additionally, the sidewalk and top-of-curb elevations must be shown at 25-foot intervals, at the ends of the sidewalk, and at driveways.

INSPECTION REPORT

Distance from ROW line: _____ Length: _____ Width: _____ Thickness: _____
Forms: _____ Slump: _____ Stamp: _____ Traffic Control: _____
Subgrade: _____ Concrete Temp: _____ Curing: _____ Time Completed: _____
Slope: _____ Air Entrainment: _____ Sawcut Joints: _____ Concrete Delivery Ticket: _____
Weather _____ Air Temperature _____

INITIAL INSPECTION Inspector: _____ Date: _____

FOLLOWUP INSPECTION Inspector: _____ Date: _____

*IF NECESSARY

FINAL INSPECTION Inspector: _____ Date: _____

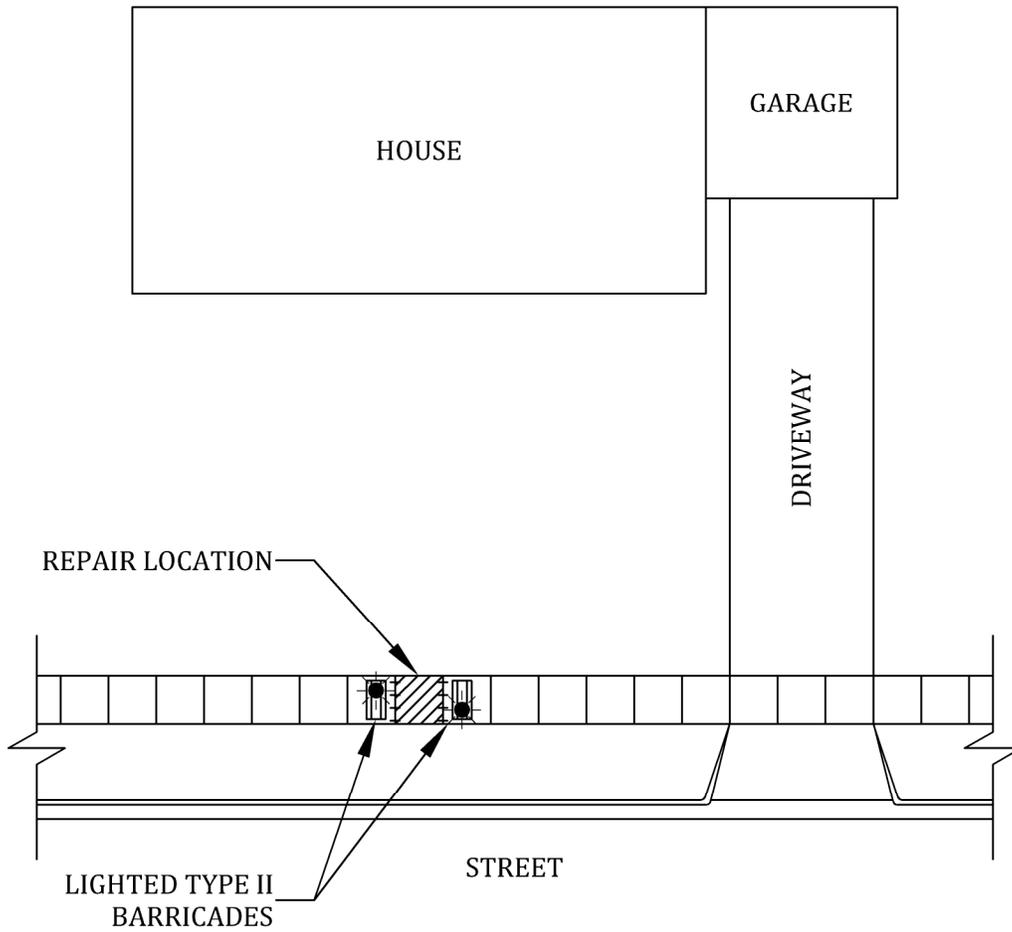
*(POST 48 HOURS - ALL ITEMS REMOVED, OPEN TO PUBLIC)

REMARKS: _____

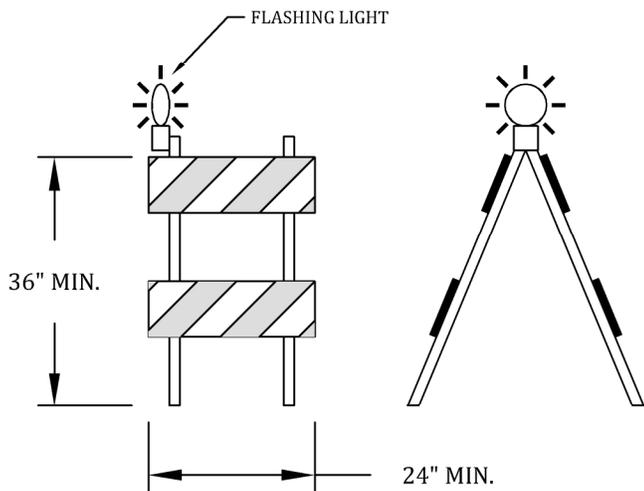
CONCRETE SPECIFICATIONS

1. **INTENT:** These specifications are intended as a minimum for concrete work done in the public road right-of-way. Additional specifications may be required, based on the Township Engineer's review of the plans and proposed work.
2. **BARRICADING:** A lighted, Type II barricade must be placed on either side of each work location, as a physical barrier to sidewalk users. The barricade and lights must be maintained in good working order throughout the duration of the permit. See details on the reverse side of this sheet. This applies to both repairs and new sidewalk construction.
3. **EXCAVATION AND DISPOSAL OF EXCAVATED MATERIAL:** Excavated material shall be stocked in such locations that it does not obstruct vision on the traveled portion of the road and in such a manner that it will interfere as little as possible with the flow of traffic. Sod and topsoil shall be stocked separately from other excavated material. The applicant shall dispose of all surplus and unsuitable material outside of the limits of the road right-of-way unless the permit provides for disposal at approved locations within the right-of-way. In the latter case, the material shall be leveled and trimmed in an approved manner.
4. **SAND-GRAVEL BACKFILL:** All backfill material shall pass through a screen having 2 1/2 inch square openings and meet the requirements of MDOT Class II material, unless otherwise authorized, and shall be compacted to 95% of its maximum density. A minimum of 3 inches of compacted Class II material shall be placed under all concrete.
5. **DAMAGE:** Any concrete damaged during construction or maintenance activities shall be replaced to the nearest joint with concrete on a compacted sand base. Likewise, any damaged asphalt shall be sawcut, removed, and repaved to the same thickness as the existing asphalt on a compacted aggregate base.
6. **CONCRETE:**
 - a. All forms must be inspected prior to placement of concrete. A follow up inspection at each concrete pour will be made to ensure compliance with all conditions of this permit.
 - b. At each end of the pour, or at least every 80', the sidewalk/pathway must be imprinted with the contractor's name and date stamp. The letters of the stamp shall be 1 1/2" high.
 - c. White pigment curing compound or plastic film must be immediately applied to the broomed concrete.
 - d. Do not place concrete unless the air temperature is at least 35 degrees Fahrenheit and rising. Do not place concrete if portions of the base or sub-base are frozen, or if the grade exhibits poor stability from excessive moisture levels. Cold weather protection (insulated blankets) must be utilized if the air temperature is expected to fall below 35 degrees Fahrenheit within 5 days of placing the concrete. *Placement of concrete will not normally be allowed between November 1 and April 1.*
 - e. Mix: 6 sack Portland cement, 5.5 gallons water/bag cement, 6% +/- air entrainment, 3 1/2" maximum slump, delivered by a redi-mix truck. **No chloride additives allowed**; other additives allowed only with approval of Township Engineer. Concrete delivery tickets, with mix specifications indicated, shall be given to Twp Inspector.
 - f. Minimum Thickness: 7" at non-residential drive approaches, 6" at residential drive approaches, 4" elsewhere.
 - g. Width: Roadside Pathways 7', Off-road Pathways 8' or as specified, Sidewalks 5'.
 - h. Expansion Joints: every 100 feet.
 - i. Sawcut joints: 1/4 the thickness of the concrete; 10' spacing for pathways; 5' spacing for sidewalks.
 - j. Vehicular traffic shall be kept off of the new concrete for at least 3 days; 5 days if cold weather protection is required.
 - k. Provisions for accommodating pedestrian movement may be required.
6. **PINNING:** Connect new concrete to all adjacent concrete by #4 (1/2") epoxy coated re-rod at 16" on-center. See the CONCRETE PINNING DETAIL on the reverse side of this sheet.
7. **RAMPS:** All new and reconstructed sidewalk ramps shall be installed in accordance with MDOT Standard Plan Series R-28. For a copy of the MDOT plan or for guidance on constructing ramps, contact the Meridian Township Engineering Office. On Township pathways, the detectable warning surface shall be EJIW DURALAST plates, product lines 7005/7006, with black asphaltic coating. On sidewalks (non-Township owned), the detectable warning surface may be either EJIW as described above, or plastic, cast-in-place plates. Plastic plates shall be brick red in color.
8. **RESTORATION:** All disturbed areas outside of roads, shoulders, driveways, and sidewalks must be restored with vegetation. Previously sodded areas shall be restored with 3 inches of screened topsoil and class 'A' sod. Other areas shall be restored with 4 inches of screened topsoil and fertilizer, seed and biodegradable mulch blanket.
9. **ADDITIONAL WORK:** Any proposed operation in the right-of-way not covered by the plans and specifications submitted with this application shall be done in accordance with additional specifications or instructions deemed necessary by Meridian Township or its duly authorized representative.

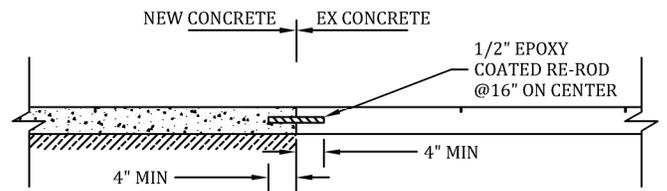
The person in charge of the work shall have the approved permit and the plans in their possession on the job at all times.



BARRICADE PLACEMENT DETAIL



TYPE II BARRICADE DETAIL



CONCRETE PINNING DETAIL

UPDATED: 03/19/2019

