TO: APPLICANT

FROM: CHRISTOPHER MULARZ

RE: HIGHWAY OCCUPANCY PERMIT CHECKLIST

MINOR AND MAJOR COMMERCIAL AND RESIDENTIAL DEVELOPMENTS
DEVELOPMENT REVIEW COMMITTEE (DRC) PROJECTS

COMPLETE

___ FINAL APPROVAL FROM THE DEVELOPMENT REVIEW COMMITTEE
___ PERMIT FEE (PAGES 32-37 OF THE ORDINANCE)
  CERTIFICATE OF INSURANCE (PAGES 39-42)
  THE COUNTY IS TO BE NAMED AS:
  A. “CERTIFICATE HOLDER”
  B. “ADDITIONAL INSURED”
  C. PROVIDE ADDITIONAL INSURED ISO ENDORSEMENTS CG 2010 AND CG 2037 OR EQUIVALENT
___ PERFORMANCE GUARANTEE (PAGES 27-29 AND 37-39)
___ DETAILED TRAFFIC CONTROL PLAN (PAGES 10-13)
___ COMPLETED APPLICATION

RESIDENTIAL CONSTRUCTION AND UTILITY OPENINGS

___ PERMIT FEE (PAGES 32-37 OF THE ORDINANCE)
___ CERTIFICATE OF INSURANCE (PAGES 39-42)
  THE COUNTY IS TO BE NAMED AS:
  A. “CERTIFICATE HOLDER”
  B. “ADDITIONAL INSURED”
  C. PROVIDE ADDITIONAL INSURED ISO ENDORSEMENTS CG 2010 AND CG 2037 OR EQUIVALENT
___ PERFORMANCE GUARANTEE, IF REQUIRED (PAGES 27-29 AND 37-39)
___ FOUR (4) DETAILED PLANS OF WORK TO BE PERFORMED
___ DETAILED TRAFFIC CONTROL PLAN (PAGES 10-13)
___ COMPLETED APPLICATION

NO WORK IS TO BEGIN UNTIL THIS APPLICATION IS APPROVED.

IF THERE SHOULD BE ANY QUESTIONS, PLEASE CALL THIS OFFICE AT (609) 645-5973.