

# ADOPT - A - HIGHWAY

## APPLICATION AND PERMIT FOR USE OF STATE TRUNKLINE RIGHT OF WAY

*Information required by Act 368 of 1925 and Act 51 of 1951 to  
authorize use of trunkline right of way*

**SEE REVERSE FOR PERMIT CONDITIONS**

**DISTRIBUTION:** Original - MDOT Region Permit Office, COPY - Region Permit Office (Maintenance Division, COPY - Applicant)

### INSTRUCTIONS

Most types of state highways may be adopted, including 2-lane, limited access, and boulevards (e.g., M-52, I-75, US-131). No depressed roadways will be available for adoption. No litter shall be removed from the median area on limited access highways. Free permits for litter pickup will be issued by the Region. Permits will be issued to the group for a minimum 2-year period. The local Region office will assign sections of roadways to adopting groups. Assignments will be made on a first come/first served basis. Groups must agree to pick up litter 3 times a year during the designated dates. Any alternate pickup dates must be approved by the Region. Participants are required to adopt, at a minimum, a 2-mile section of road (both sides). Less than 2-mile sections may be adopted with Region approval.

A permit is required to participate in the ADOPT-A-HIGHWAY program. No permit fee will be charged to ADOPT-A-HIGHWAY. A minimum of information is required to complete this form.

**PRINT IN INK OR TYPE**

APPLICANT (Name of Organization/Company)			DO NOT WRITE IN THIS BOX	
CONTACT NAME (Primary)			PERMIT NO.	
MAILING ADDRESS (Street)			CITY	STATE
DAY PHONE NO.			EVENING PHONE NO.	E-MAIL
SECONDARY CONTACT NAME				
MAILING ADDRESS (Street)			CITY	STATE
DAY PHONE NO.			EVENING PHONE NO.	E-MAIL
LOCATION REQUESTED (Give distance and direction from nearest main intersection & mile point, if known)				
HIGHWAY/TRUNKLINE NO. e.g., M-52, US 13		CITY OR TOWNSHIP		COUNTY
NAME TO APPEAR ON SIGN (40 characters maximum, including spaces)				

**I certify that I accept the following:**

Commencement of work set forth in the permit application constitutes acceptance of the permit as issued.  
 Failure to object within 10 days to the permit as issued constitutes acceptance of the permit as issued.  
 If this permit is accepted by either of the above methods, I will comply with the provisions of the permit.

<b>APPLICANT/AUTHORIZED AGENCY SIGNATURE</b> If AUTHORIZED AGENT - I hereby certify that I am acting as an Authorized Agent on behalf of the named applicant	SIGNATURE	DATE
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MDOT USE ONLY - DO NOT WRITE BELOW THIS LINE

OFFICIAL LOCATION

CONTROL SECTION	TRUNKLINE	MILE POINT FROM	MILE POINT TO	RECOMMENDED FOR ISSUANCE	
				TITLE	DATE
				APPROVED FOR MICHIGAN DEPARTMENT OF TRANSPORTATION BY:	
				LANSING or REGION UTILITIES-PERMITS ENGINEER	DATE
				WORK ACCEPTED BY: (Signature)	DATE

# PERMIT CONDITIONS

## **This permit is issued subject to the following conditions:**

1. This permit grants to the permittee only those rights specifically stated and no other.
2. Issuance of this permit does not relieve the permittee from meeting any and all requirements of the law, or of other public bodies or agencies.
3. Any operations in the trunkline right of way not covered by the permit and the appropriate department specifications are in violation of the jurisdictional authority of the department with respect to the control of the trunkline right of way unless approved by the Region/TSC utilities-permits engineer. Any change or alteration in the permit activities requires prior approval of the department and may require a new permit.
4. The permittee shall be responsible for the cost of restoration of the highway facilities and right of way if the department determines there is damage as a result of the activities of the permittee.
5. The permittee shall save harmless the State of Michigan, Michigan Transportation Commission, the department and all officers, agents, and employees thereof, and those governmental bodies performing permit activities for the department and all officers, agents, and employees thereof, pursuant to a maintenance contract, against any and all claims for damages arising from operations covered by this permit.
6. This permit is not assignable or transferable unless specifically agreed to by the department.
7. The permittee, upon request of the department, shall immediately cease operations and surrender this permit.
8. Participants must hold a safety meeting at least once annually and prior to any pickup conducted by the adopting group with MDOT supplied literature and video. All participants must sign a form acknowledging the training. Safety Meeting Attendance Forms shall be sent to MDOT immediately following the safety meeting.
9. All participants must wear an MDOT supplied yellow/green safety vest with reflective stripes while working in the right of way.
10. Group participants must be a minimum of 12 years old unless otherwise approved. Participants under the age of 18 years old must have adult supervision at a rate of 1 adult to every 3 children.
11. All litter must be placed in bags provided by MDOT. Objects too large/heavy to be bagged shall be placed next to the bags. Full bags must be placed on the grassy area next to the shoulder for pickup. No bags or objects shall be placed on the shoulders of the highway.
12. MDOT will provide, install, and maintain signs noting the program and the participant. Only 2 identification signs per adopted section are allowed. These will be located near the beginning point from each direction. Groups wanting more signs will not be allowed to pay for additional signs. Missing or vandalized signs will be replaced 1 time only.
13. Groups must consist of at least 3 people to participate in the ADOPT-A-HIGHWAY PROGRAM. The groups primary and secondary contact information must be supplied on the permit application.
14. Groups failing to follow the guidelines or not participating in litter pickups for 2 periods of the year will have their permit revoked and the sign designation removed. That particular section of right of way will then be available for another group to adopt. MDOT shall retain the right to revoke any permit at any time.
15. On limited access roadways, access shall be from the nearest interchange; crossovers are not to be used. All vehicles shall be parked well off the right-hand shoulder so as not to obstruct traffic and in accordance with posted restrictions.
16. Groups must notify MDOT immediately if they intend to drop the program. All safety vests and unused garbage bags must be returned to MDOT when a group withdraws from the program.
17. After each pickup, adopting groups will file reports detailing the number of people involved, number of bags of litter picked up, hours spent, etc. Pre-printed forms will be furnished by MDOT for making the reports, which will be submitted by either faxing or mailing to the phone number or address on the pre-printed form.