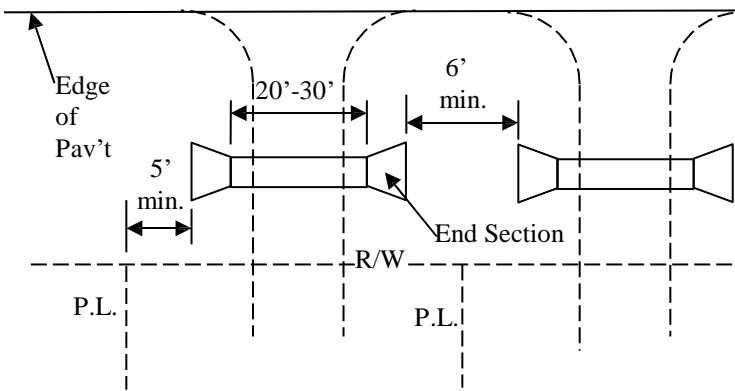




Culvert Application

The City requires that vehicle access to all parcels of land within the City be over a culvert and gravel driveway unless deemed unnecessary by the City. A permit is required for construction, repair or reconstruction of any driveway or installation of any culvert within the City right-of-way. Application for a permit shall be made at least 5 business days in advance of the intended installation. No driveway permits shall be issued for private easements that provide access to land locked parcels.

All culverts are recommended to be 15 inches in diameter or larger as specified by the City and shall meet the following criteria:



Limits~

Maximum Driveway width:

Residential—24 ft at right of way
 other- 30 ft
 all - 20 ft

Minimum Culvert width:

all - 20 ft

Minimum required distance:

From culvert end (end of end section) to property line (P.L.) or City easement line - 5 ft

Minimum distance between culvert ends - 6 ft

Application Instructions:

1. Complete the Culvert Permit Application form on the reverse side by printing or typing all of information required. The Remarks blank may be used for indicating any special conditions that may affect the culvert installation. The normal residential length is the 20 foot minimum required by the City. The maximum residential length is 24 feet. Please indicate if the preferred driveway location has been staked in the field (preferred) and shown on the plot plan.
2. Attach a copy of a plot plan for the property that includes elevations and a benchmark that is within sight distance of the proposed culvert.
3. Indicate the proposed location of the driveway. This may either be shown by dimensions from one of the side lot lines on the plot plan and/or indicated on the property by a stake driven in the ditch line at the centerline of the proposed driveway.
4. Submit the material indicated above to the City with the required fee of \$150.00, which covers application processing and two site inspections.
5. The City staff will call when the first site inspection has been made and the culvert permit is issued. (At that time a house number will be assigned to any property under new construction.) Take the permit to your contractor. When the culvert installation is complete, you or your contractor should notify the City so that the second inspection may be made. The process is complete when the City staff has signed the second inspection report or The City of Pewaukee has installed the culvert.
6. Installation Costs: Material, Labor and Equipment Costs

****Please complete the application form****

W240 N3065 Pewaukee Road Phone – 262-691-9107 Fax – 262-691-6039	CULVERT PERMIT APPLICATION CITY or VILLAGE of PEWAUKEE	Permit No.
		Parcel No.

Building Site Address:

Owner's Name:	Mailing Address	Tel.
	Email Address	Cell#

Tenant's Name:	Mailing Address	Tel.
	Email Address	Cell#

Contractor Name:	Lic/Cert#	Mailing Address	Tel.
		Email Address	Cell#

Will you have the City install the culvert? Yes or No If No, please continue with application below, prior to install. If Yes, Please Note that any Additional costs above the \$150.00 application fee will be billed to cover material, labor and equipment costs.	Is the centerline of the culvert location staked or marked in the field? Yes or No
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Culvert Type: Arched Box Elliptical Round

Culvert Size:
Proposed Diameter _____ Proposed Length _____ Culvert Material _____
Flared Ends: Yes or No Note: Flared ends are recommended

APPLICANT'S SIGNATURE _____ DATE SIGNED _____
(Please Print Name Here) _____

APPROVAL CONDITIONS:	This permit is issued pursuant to the following conditions. Failure to comply may result in suspension or revocation of this permit or other penalty. <input type="checkbox"/> See attached for conditions of approval
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PRIOR TO INSTALL-APPROVAL REQUIRED
Approved by the Street Department _____ Date: _____

AFTER INSTALL IS COMPLETE – PLEASE CALL MATT STEVENS IN THE DPW-STREETS DEPARTMENT AT 262-691-0771 FOR AN INSPECTION.

PERMIT FEES:	Fees for Work Begun without Permit	Permit Issued By:
Permit: \$ _____ Other: \$ _____ Total: \$ _____	<input type="checkbox"/> FAILURE TO OBTAIN PERMIT FEES DOUBLE Total Doubled \$ _____	Name _____ Date _____ Tel/Cell# _____ Cert No. _____