

Town of Humboldt

Application for Driveway Access & Culvert Permit

Application No. _____

Fee \$ 50.00

Town of Humboldt, Brown County, Wisconsin Date: _____

The undersigned hereby applies for a permit to place a road access and culvert if necessary to a public road in the Town of Humboldt.

The undersigned also accepts all responsibility for any maintenance, now and in the future, needed for the culvert and/or driveway.

The undersigned agrees that all work will be done in accordance with the Humboldt ordinance and with the County Ordinances and with all laws of the State of Wisconsin applicable to said premise.

Print Name _____

Signed _____

Address _____

Parcel Number _____

Description (if unplatted)

Work Consists of (check) New access _____ Culvert _____

Moving Driveway _____ Sidewalls: required/not required

No culvert needed _____ Driveway length _____

Approval Date: _____ Approving Town Official: _____

Make a sketch of parcel with access location and include with application. Show distance from nearest intersection:

Regulations:

1. *Whenever a culvert/driveway seems to be needed, whether new, replacement or repair, on a Town road, the responsible party shall first apply to the Town Board for a permit. Permit fee will be \$50.*
2. *The Town Board may place such restrictions on a permit, as it deems necessary for the safety of the residents, prevention of water damage and prevention of drainage problems.*
3. *In the event of a replacement or repair, the Town resident/applicant shall be responsible for restoring the area to the proper grade, repair of the surrounding ditch and compliance with any other applicable law, ordinance or regulation of the ordinance and permit.*
4. *Permit must be obtained prior to starting project or a possible citation may be issued.*

Requirements:

1. *Minimum culvert size must be 18 inch in diameter by 24 feet with end walls in place. If an 18-inch pipe cannot be installed due to a shallow ditch a minimum 15-inch pipe must be installed.*
2. *No solid walls; grass or gravel only; must have a slope of 3:1 feet. No dead heads of culvert.*
3. *All culvert/driveways must be minimum of 20' from property line. (Owner must provide an updated CSM with marked lot lines to obtain the permit.)*
4. *Pipes must be either concrete, steel, or plastic pipes– no PVC pipes.*
5. *If driveway is wider than 120', may need intermediate manhole or cleanout purposes. (Specifications on manhole or clean out must be submitted with application).*
6. *If filling in a ditch, the pitch must be such that there is still workable water drainage from the roadway.*
7. *A driveway at the top of a hill may not require a culvert, but an application must be applied.*

Violations and penalties:

1. *If any culvert is installed, replaced, or repaired in violation of the provision of this chapter, the Town may restore the area to a condition which complies with Town regulations and recoup the cost from the resident/responsible party.*
2. *The penalty for violation of any provision of this chapter shall be a forfeiture via citation, together with the actual costs incurred by the Town including attorney and prosecution fees. Each subsequent day shall be a new occurrence and may incur these fees.*