

# Culvert and Access Permit

Culvert/Access Location/Address: \_\_\_\_\_ Tax ID #: 006-\_\_\_\_\_

**Town of Clayton Town Hall**

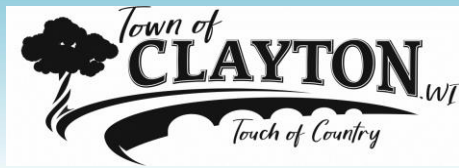
8348 Hickory Ave

Larsen, WI 54947

Phone: 920-836-2007

Email: [buildinsp@claytonwinnebago.wi.gov](mailto:buildinsp@claytonwinnebago.wi.gov)

Website: <https://www.townofclayton.net/>


**Culvert TYPE:**

- ☐ Residential 1 Family      ☐ Residential 2 Family  
☐ Agricultural              ☐ Temporary

**Culvert SIZE:**

Length: \_\_\_\_\_ ft.      Diameter: \_\_\_\_\_ in.

**PLEASE BE ADVISED:** The Property Owner will be SPECIAL ASSESSED for the actual cost of repairing any damage that occurs to the Town's Public Infrastructure as a result of the installation of any culvert or construction of a new home in the Town of Clayton.

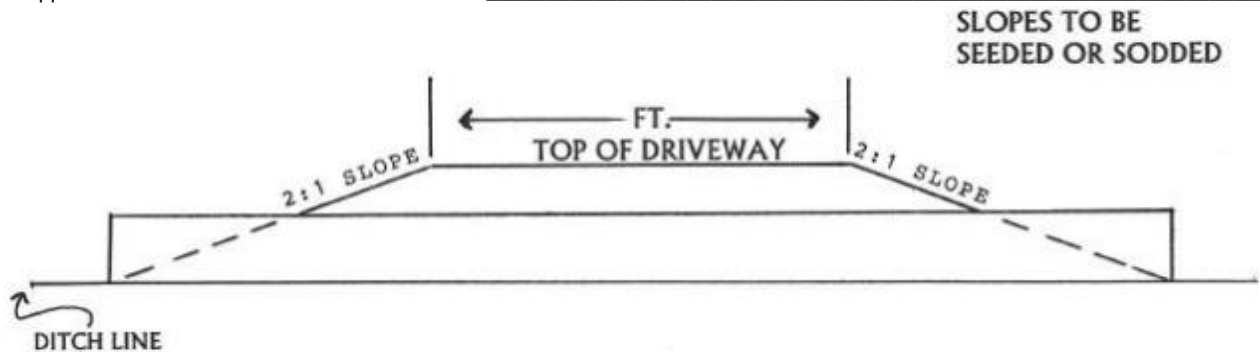
Applicant's NAME: \_\_\_\_\_

Applicant's ADDRESS: \_\_\_\_\_

Applicant's EMAIL: \_\_\_\_\_

Applicant's PHONE: \_\_\_\_\_

Applicant's SIGNATURE & Date: \_\_\_\_\_



1. Culverts must be new corrugated metal pipes with end walls.
2. Culverts minimum length: 30' X 18" or 30' X 15" X 21".
3. Culverts for a single access (12' lane) driveway may be 20' X 18" or 20' X 15" X 21".
4. When the upstream and downstream culverts are larger than 18" in diameter, the diameter of the new culvert shall be the average of the two upstream and two downstream culverts.
5. All culverts shall be installed with the flow line of the culvert at the flow line of the stormwater management ditch.
6. All culverts shall be bedded in 12 inches of ¾ inch clear stone with the clear stone extended 3- feet past the end of the pan of the culvert end wall.
7. All culverts shall have a minimum of 12 inches of cover.
8. All driveways shall be constructed or reconstructed to have sloped sides. Such construction shall be accomplished using only soil materials. The side slopes of the driveway shall be sloped no more than a length-to-height ration of 2:1.
9. All slopes shall be seeded or sodded by the property owner.
10. Existing single lane driveways may use a minimum of a 22-foot culvert with end walls.

\*\*\*\*\*  
For Town Use Only

Approved By: \_\_\_\_\_ Date: \_\_\_\_\_

Permit Charge: \_\_\_\_\_ Inspection Date: \_\_\_\_\_ ☐ Pass ☐ Fail

Notes: \_\_\_\_\_

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## **Private Entrance Culverts**

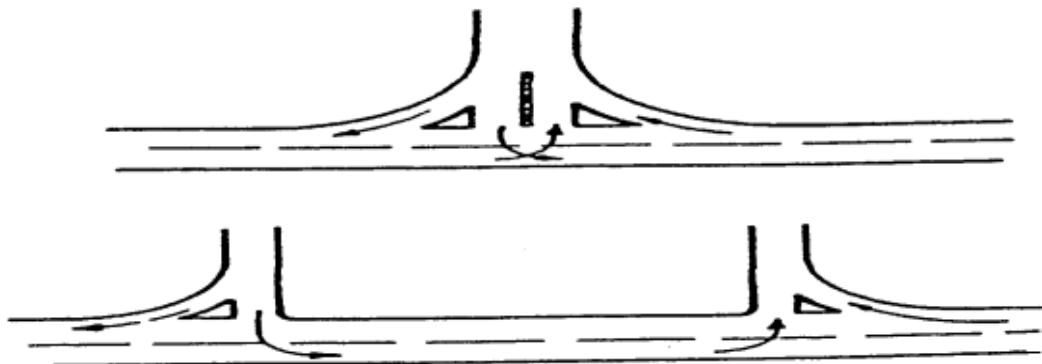
**Private entrance culverts shall be installed in accordance with the following requirements:**

- 1) The Owner's contractor shall supply and install a corrugated steel culvert with endwalls for each private entrance. Installation shall include excavation, 6" of  $\frac{3}{4}$ " clear crushed stone bedding material, installation of the new driveway culvert with all necessary hardware and endwalls, backfilling with a minimum of 6" of  $\frac{3}{4}$ " clear crushed stone initial backfill material and native material to subgrade level, restoration of the ditch, side slopes, and any other areas disturbed by construction.
- 2) The Owner shall designate, with flagged stakes at each end, where the culvert is to be placed.
- 3) A Town officer will view the site and designate the size and length of the culvert. Culverts must have end walls and the minimum culvert diameter shall be 18" or equivalent with a minimum length of 30 feet. A 20 foot culvert may be used when it is being placed in a single lane driveway.
- 4) Any culvert installed over 30 feet in length may require an oversized culvert and/or a clean-out located in the middle of the culvert, level within the driveway surface. No culvert shall exceed 36 feet in length without written approval of the Town Board.
- 5) Topsoil shall be filled in behind the end walls to provide a blended appearance.
- 6) Culverts shall be protected from sediment until vegetation is established and the installation is accepted by the Town. Any sediment deposits found in the culverts shall be removed prior to Town's acceptance.
- 7) If the culvert is set incorrectly or if there are sediment deposits left within the Town's ROW. The Town will clean the ditch and set the culvert (if applicable) to facilitate proper drainage at a fee set by the Town Board.
- 8) The Town will finalize the culvert permit upon completion of items 1 through 7 above.

## Horizontal Site Design Standards for Commercial, Office, Industrial, Multi-family, and Institutional Development

### (1) Driveways

- (a) **Configuration.** Driveways shall ordinarily intersect with public streets as nearly as possible at right angles provided, however, that for high intensity uses and/or parcels with access to streets with posted speeds of 45 miles per hour or greater, a channelized "T" intersection as depicted below, may be required. For high intensity uses, acceleration and deceleration lanes may also be required. Appropriate accommodation of traffic volume may be addressed by requiring additional stacking room and at no time shall stacking interfere with internal and external traffic flow.



- (b) **Multiple Frontage.** Where a parcel abuts two streets, access may be limited to the street with the lowest functional classification, i.e., arterial, collector, and local.
- (c) **Number and Spacing.** No parcel fronting on a public street for less than 100 feet shall ordinarily have more than one driveway access to that street. No parcel fronting on a public street for between 100 feet and 250 feet shall ordinarily have more than two driveway accesses to that street provided, however, that the centerline of the two driveways should not be closer than 50 feet for local or collector streets or closer than 75 feet for arterial streets. One additional access may be approved for each additional 250 feet subject to the centerline separation of 50 feet for local or collector streets and 75 feet for arterial streets. These provisions do not apply to parcels abutting State or County highways.
- (d) **Corner and Lot Line Clearance.** No driveway shall be constructed with its centerline closer than 50 feet to a local street intersection; closer than 75 feet to a collector street intersection; or closer than 100 feet to an arterial street intersection. No driveway shall be constructed with its centerline closer than 25 feet to a property line except when the driveway is jointly used by the adjoining property.
- (e) **Width.** Minimum driveway width of 24 feet are required. Driveways shall not exceed a maximum width of 36 feet at their juncture with the street pavement or 30 feet in width at the property line.
- (f) **Coordination with Opposite Side Driveways, Roadways, & Buildings.** Driveways shall be located to minimize potential interference and conflicts with the use of buildings, roadways, and driveways located on the opposite side of the street.
- (g) **Vision Corner.** Driveways shall list vision corners at all intersections with the public right-of-way. These shall be indicated to provide 25 feet from the intersection into the property and 25 feet along the property with a connecting line between their furthest point.

