



# Driveway & Culvert Permit Application

Name of Applicant \_\_\_\_\_ Date: \_\_\_\_\_  
(Landowner of record only) Last First M.I.

Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
Street address Apt/Unit #

City State Zip Code Email

Town Road Name: \_\_\_\_\_ Number of Driveways Requested: \_\_\_\_\_

Type of Driveway Requested: Residential \_\_\_\_\_ Commercial \_\_\_\_\_ Agricultural \_\_\_\_\_ Proposed Road \_\_\_\_\_  
Other \_\_\_\_\_

Approximate location of driveway: Distance and direction from the nearest road intersection and the name of the road intersection  
\_\_\_\_\_

Which side of roadway: North \_\_\_\_\_ South \_\_\_\_\_ East \_\_\_\_\_ West \_\_\_\_\_

Has the property been surveyed or subdivided Yes ☐ No ☐

Driveway to serve lot(s) number: \_\_\_\_\_ (if known). Attachment included Yes ☐  
No ☐

Unusual features of driveway request, i.e., wider driveway for school bus or agricultural use, restrictive terrain, etc.)  
\_\_\_\_\_

Does applicant own adjacent or abutting land/lot? Yes ☐ No ☐

If yes, does the adjacent or abutting land/lot have frontage along a road or highway? Yes ☐ No ☐

If yes, to above, how many feet of roadway frontage: \_\_\_\_\_

Has the applicant placed stakes/markers in the roadway ditch line where the driveway is proposed so the location to be verified and inspected Yes ☐ No ☐

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## Owners Covenant

- Any grading, special ditching, alterations of slopes, or any other disturbance of any portion of the road right-of-way shall be restored by and at the expense of the applicant, to the condition existing prior to such disturbance and to the satisfaction to the Town of Calumet. If the restoration work or any damage caused to the road right-of-way by the applicant cannot or will not be accomplished voluntarily, the Town authority may complete the required work at the applicant's expense.
- The entire cost of the driveway construction or Installation shall be the obligation of the applicant.
- The applicant shall keep the driveway culvert free of debris and other obstructions, allowing proper drainage along roadway.
- The driveway approach shall match the edge of the shoulder grade. Approaches and driveways in the road right of way shall not slope to the existing edge of the traveled roadway.  
(continued next page)
- Maintenance and upkeep of approaches, driveways and driveway culverts In the Town Road right-of-way shall be the responsibility of the applicant.

- f. The driveway(s) and culvert authorized by this permit shall be installed within a period of ninety (90) days from the issuance of said permit.
- g. The Applicant(s), their successors, or assignees, agree to hold harmless Town of Calumet and its duly appointed agents and employees against any actions for personal injury or property damage sustained by the reasons of the issuance of this permit.
- h. All driveway /culvert installations must comply with Town of Calumet Zoning Ordinance Section 3.14.12 in its entirety.
- i. All culverts should be constructed using either galvanized steel or reinforced concrete, shall be of new manufacture. End walls are required on all culvert installations.
- j. Installation of additional rip rap, within the right of way for the purpose of erosion control, at a newly installed culvert will be at the discretion of the Town of Calumet Road Superintendent.
- k. No concrete driveway will be allowed within 10' of road surface. Gravel or paved asphalt only.

**ALL PLACED CULVERTS MUST BE INSPECTED BY ROAD SUPERINTENDENT BEFORE BEING COVERED.  
PLEASE SCHEDULE INSPECTION ACCORDINGLY.**

I, the undersigned applicant, do hereby certify that I have requested this driveway & culvert permit and I have read, understand, and agree to abide by all the applicable provisions and restrictions of this permit.

\_\_\_\_\_  
OWNERS SIGNATURE

\_\_\_\_\_  
DATED

**Below to be completed by Town of Calumet Road Superintendent**

Does the property have any restrictions Yes ☐ No ☐

If yes, describe restriction(s) \_\_\_\_\_

Is driveway entrance within 200 feet of an intersection Yes ☐ No ☐

Is adequate clear vision available looking both ways from proposed driveway Yes ☐ No ☐

Current clear line of sight distance: Left \_\_\_\_\_ Right \_\_\_\_\_

Is further subdivision of the adjoining lands possible by the landowner Yes ☐ No ☐

Size of Culvert required \_\_\_\_\_ Culvert material type approved \_\_\_\_\_

Additional rip rap required : Yes \_\_\_\_\_ No \_\_\_\_\_

Details \_\_\_\_\_

Permit Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

DRIVEWAY PERMIT FEE: \$50.00

FIRE NUMBER, POST, AND INSTALLATION FEE: TIME AND MATERIAL \$ \_\_\_\_\_

TOTAL AMOUNT RECEIVED \$ \_\_\_\_\_ DATE RECEIVED \_\_\_\_\_ RECEIVED BY \_\_\_\_\_