

## DRIVEWAY/CULVERT APPLICATION

W2004 County Road S - PO Box 1007 - Freedom, WI 54131  
 920-788-4548 phone - 920-788-7550 fax  
[deputyclerk@townoffreedom.org](mailto:deputyclerk@townoffreedom.org) - [www.townoffreedom.org](http://www.townoffreedom.org)

OWNER	DATE OF APPLICATION
MAILING ADDRESS	
PHONE	E-MAIL
TYPE OF INSTALLATION <div style="display: flex; justify-content: space-around; margin-top: 5px;"> <span><b>Permanent</b></span> <span><b>Temporary</b></span> </div>	
<b>PLEASE SEE PAGE 2 FOR CULVERT ELEVATIONS AND BENCHMARKS</b>	

**PERMIT No.**

\_\_\_\_\_

FEE: \_\_\_\_\_

REC #: \_\_\_\_\_

Staff Initials: \_\_\_\_\_

Shaded areas to be completed by  
Town personnel

LEGAL DESCRIPTION OF PROPERTY WHERE CULVERT/ACCESS IS TO BE LOCATED		
<b>ADDRESS</b>	<b>PARCEL/LOT #</b>	<b>SUBDIVISION/CSM #</b>
IS THE CULVERT LOCATION STAKED OR MARKED?    YES                                  NO <b>(PLEASE PROVIDE MAP SHOWING LOCATION)</b>		
DESIRED CULVERT LENGTH:		
<b>PERMIT FEES</b>		
CULVERT/DRIVEWAY PERMIT FEE                                  \$50.00 EACH                                  _____ X \$50.00 = _____		
I understand and agree that the submission of this application to the Town of Freedom shall not in any way be construed as implying consent and/or permission for any work to be performed in street right-of-way and, if the permit is approved, it shall be issued in the name of the CURRENT PROPERTY OWNER ONLY.		
I will comply with the terms and conditions of any permit that may be issued by the Town of Freedom.		
<b>PROPERTY OWNER OR CONTRACTOR MUST CALL 24 HOURS IN ADVANCE FOR INSPECTION BEFORE INSTALLATION OF CULVERT AND PLACEMENT OF DRIVEWAY PAVEMENT</b>		
OWNERS AUTHORIZED REPRESENTATIVE SIGNATURE		
PRINT/TYPE FULL NAME	DATE	



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**TOWN STAFF REVIEW/COMMENTS**

ROADWAY AGREEMENT REQUIRED? YES	NO	
ROADWAY AGREEMENT EXECUTED? YES	NO	N/A
ACCESS CONTROLLED BY:	OUTAGAMIE COUNTY APPROVAL	N/A
	STATE OF WISCONSIN APPROVAL	N/A
SITE PLAN OR SPECIAL EXCEPTION CONFORMANCE/CONDITIONS		

CULVERT INSTALLATION INFORMATION

CULVERT GRADES MAY BE SET BY CONTRACTOR TO PROVIDE POSITIVE DRAINAGE.		<input type="checkbox"/> YES	<input type="checkbox"/> NO (SEE BELOW)
BENCHMARK ELEVATION	BENCHMARK DESCRIPTION:		
*N/W CULVERT INVERT ELEVATION	*S/E CULVERT INVERT ELEVATION		
*NOTE: THE INVERT IS THE BOTTOM INSIDE OF THE PIPE.			
GRADE STAKES:			
N/W STAKE EL. = _____		S/E STAKE EL. _____	
CUT _____ FEET TO N/W INVERT		CUT _____ FEET TO S/E INVERT	
NOTE: FLARED END SECTIONS ARE REQUIRED FOR PERMANENT INSTALLATIONS			
ACCESS LOCATION:			
CULVERT LENGTH/ACCESS WIDTH (FEET):		CULVERT DIAMETER (INCHES):	

TEMPORARY PERMIT SHALL EXPIRE ON:	PERMANENT ACCESS: <input type="checkbox"/> YES <input type="checkbox"/> NO
THIS PERMIT IS ISSUED SUBJECT TO THE TERMS AND CONDITIONS OF THE TOWN OF FREEDOM, INCLUDING BUT NOT LIMITED TO THE TOWN ORDINANCES AND THE TOWN OF FREEDOM STREET SPECIFICATIONS.	
PLEASE CONTACT THE DEPARTMENT OF PUBLIC WORKS WHEN THE INSTALLATION IS COMPLETE.	
ISSUED: SIGNATURE OF AUTHORIZED PERMITTING AUTHORITY REPRESENTATIVE <u>PRIOR</u> TO INSTALLATION	DATE
ISSUED: SIGNATURE OF AUTHORIZED PERMITTING AUTHORITY REPRESENTATIVE <u>AFTER</u> INSTALLATION	DATE