

Village of Maine

6111 N 44th Ave
Wausau WI 54401
(715) 675-5607

Contact information for sizing, elevation, and inspection of culverts:
Public Works Department (715) 675-5607

CULVERT INSTALLATION INFORMATION

1. Culvert Application and Permit

Culvert permit applications are to be completed and returned with a \$50.00 check made payable to the Village of Maine. After an application and check are received, a Public Works employee will contact the applicant to inspect the driveway site, determine the appropriate size of the culvert, the installation location, and the elevation needed for culvert installation.

2. Approved Culverts

Galvanized steel culvert pipe and endwalls, lined plastic culvert pipe with endwalls, or reinforced concrete pipe and endwalls, are allowed for installation.

3. Size and Diameter

The minimum length for a residential driveway shall be 24 feet of actual culvert pipe, and the maximum length shall be 35 feet of actual culvert pipe. Public Works will determine if the culvert is required to have endwalls on both ends of pipes. All descriptions of length do not include endwalls.

Please note that Agriculture or Business driveway owners may be required to install longer culverts to prevent ditch, shoulder, and road damage.

4. Elevation and Staking Grades

The Public Works employee has the discretion to determine the elevation or have the elevation determined by a qualified engineer, based on site conditions. The person installing the culvert or a qualified engineer shall stake the grades for the elevation of the culvert. The culvert must be installed according to the stakes established by the engineer or the elevation determined by the Public Works employee.

Important Note: The excavator and/or property owner are required to call Maine's Public Works Department to determine the proper culvert location, depth, and cover. Maine's public works employees have been authorized to meet with the excavator before and during the installation process to ensure the culvert project is completed properly and installed to the Village of Maine specifications.

5. Culvert Installation

To protect the culvert from crushing, breaking, or other damage a minimum of eight (8) inches of crushed rock or granite are required for steel and concrete culverts and twelve (12) inches of crushed rock or granite for plastic culverts. Crushed rock, stone, or gravel shall be used for bedding and filling around and beneath the pipe. In no event may clay, dirt, other loose ground, or black dirt be used.

When the terrain/depth of ditch does not allow for adequate cover over the culvert, the placement of extruded polystyrene or polyisocyanurate under the culvert may be required to prevent the culvert from heaving due to frost. In certain situations, an arch style steel culvert may be required when the 8-to-12 inches of cover would bring the grade too high.

Please note that the driveway must be designed and/or sloped properly so that all drainage goes to the ditch. The drainage from the property and/or driveway must not go onto Maine's roadway.

6. Inspection

The person installing the culvert is required to contact the Public Works Department to inspect the installation to determine if the culvert was properly installed.

7. Improper Installation

If the permit holder fails to install the culvert properly, 30 days will be given in writing to repair, modify, or reinstall the culvert according to the Village of Maine's specifications.

Please note that the second installation cost will be the property owner's responsibility.

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PROPERTY OWNER:

ADDRESS:

PHONE:

EMAIL:

NAME OF APPLICANT (if different than property owner)

LOCATION legal description of property or parcel ID:

CENTER LINE OF DRIVEWAY WILL BE

FEET FROM

CHECK ITEMS THAT APPLY:

☐ NEW CULVERT☐ END WALLS☐ CULVERT EXTENSION☐ CULVERT REPLACEMENT

CULVERT TYPE:

☐ PLASTIC☐ STEEL

DIAMETER

LENGTH

NAME OF CULVERT INSTALLER

PHONE NUMBER

Applicant certifies the permitted work will complete in accordance with plans, details, notes, or direction from Public Works attached to and incorporated as part of the application and permit. Applicant will comply with all provisions and conditions of the Village of Maine ordinances.

Property Owner agrees, by signing below, they are accepting responsibility that their excavator will install the culvert and end walls properly, and are responsible for completing the job to village specifications.

DATE

APPLICANT SIGNATURE

PERMIT APPROVAL - the above application is approved and permit issued subject to full compliance by the applicant with all provisions and conditions of the Village of Maine ordinances, and with the following additional conditions:

DATE

PUBLIC WORKS SIGNATURE

APPLICATION AND PERMIT FEE = \$50.00

CHECK NO:

DATE PAID:

INSPECTION

DATE OF INSPECTION

PUBLIC WORKS SIGNATURE OF INSPECTION