

CULVERT PERMIT ATTACHMENT

Excerpt from the Candlewood Lake ECC Building Codes Handbook:

Approval by the ECC:

The ECC or designated authority shall approve or disapprove all proposed improvements within thirty (30) days after receipt by the Candlewood Lake Office of all necessary documents and fees.

MISCELLANEOUS REQUIREMENTS

501 Culverts/Drives - Culvert pipe will be commercially manufactured with the minimum diameter of ten (10) inches, or of such diameter as approved by the CWL Inspector.

- 501.1 A three (3) foot break for clean-out purposes is required between separate owner's lots. If adjacent lots have no culverts installed, then 1 1/2 (one and half) foot is to be left short of the lot line.
- 501.2 There is to be a maximum of 300' between 3' clean out breaks.
- 501.3 Minimum slope to be 1% (1/8" per foot).
- 501.4 On lots with 15' or less of road frontage, clean-out is not required.
- 501.5 A permit is required.
- 501.6 Only plastic/PVC culvert pipe may be used.
- 501.7 The cost for a culvert permit will be \$50.00 for a driveway culvert, \$75.00 for a ditch-fill culvert, and \$100.00 for a combined driveway/ditch-fill culvert. The owner must apply for the permit; contractor or installer may arrange the inspections.

First Inspection

Prior to installation, the area must be inspected and the direction of flow established. It shall be the responsibility of the excavation contractor to establish the flow-line for the entire lot (First inspection). After the installation, the water from the street must drain away from the street.

Second Inspection – **This inspection is necessary for driveway culverts only.**

When installing a culvert as a component of filling a driveway:

The culvert must be bedded in and covered by at least two (2) inches of clean gravel. Please call for the second inspection after you have completed this step and before you have covered the culvert with anything other than clean gravel.

Final Inspection

**When a home is being built in conjunction with the culvert being installed, the final culvert inspection will be conducted during the final inspection of the home.

**If a home is not being constructed in conjunction with the culvert installation, the contractor/lot owner must call and arrange for the final inspection upon completion of the culvert installation. The top of the settled fill at ten (10) feet from the road must be twelve (12) inches below the top of the pavement or as recommended and approved by the CWL Inspector and must be graded so that any surface water flows in the direction that the original ditch flowed until it exits the lot.

(Updated Board Policy 12.141.12)

Permit Expiration: This permit will expire six (6) months after issue date. (See ECC Policy 105.1 in the Candlewood Building Codes Handbook for full details).

By signing below you realize that you must adhere to the rules listed above and all rules set forth in the Candlewood, ECC Building Codes and Permit Handbook.

Property Owners Name (print)

Property Owner Signature

Unit and Lot

Date Submitted

Phone Number

Approved By:

ECC Members Signature _____ Date: _____

_____ Date: _____

Inspector's Signature _____

Copy given to member: _____ Issue Date _____ Member initials

_____ Office Associate initials

CULVERT PERMIT

Permit Fee: **Driveway Culvert** **See Approved Schedule**
Ditch-Fill Culvert
Ditch-Fill/Driveway Culverts Combined

ONLY PLASTIC/PVC CULVERT PIPE MAY BE USED

DATE OF APPLICATION: _____ UNIT / LOT(S) involved _____

NAME: _____

ADDRESS: _____

CITY _____ STATE: _____ ZIP CODE: _____

TELEPHONE: _____

For Office use: RECEIVED BY: _____ DATE: _____

Copy given to member: _____ Date _____ Member initials _____
Office Associate initials _____

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CULVERT SIZE NEEDED: _____ DIA. _____ FT. LONG

CULVERT SIZE APPROVED BY: _____ DATE: _____

*****This permit expires 6 months from date of issue. See ECC policy 105.1*****

PLEASE CALL 419-947-1138 TO SCHEDULE INSPECTIONS PER ATTACHMENT.

To be completed by CWL ECC inspector:

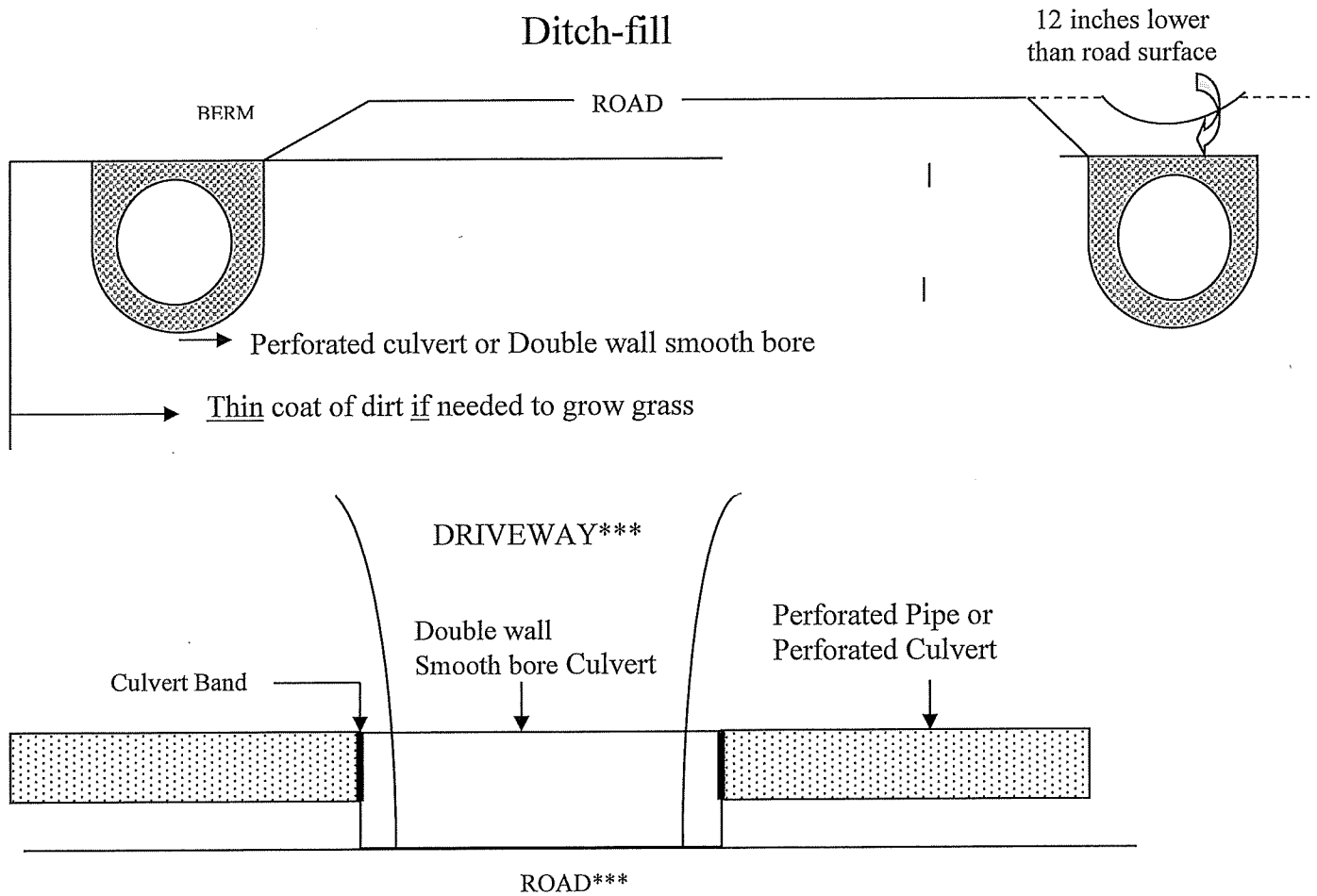
1st/ site inspection: _____ (date) _____ (inspected by)

2nd inspection _____ (date) _____ (inspected by) pass / fail
(driveway only)

3rd inspection/final _____ (date) _____ (inspected by) pass / fail

NOTES:

CANDLEWOOD LAKE ASSOCIATION, INC. CULVERT INSTALLATION INSTRUCTIONS



Under driveway use only double wall smooth bore culvert. Each end of driveway use only perforated culvert. Use only gravel to cover culvert.*** **Gravel is required 2 inches above and 2 inches below the driveway culvert.** Limestone is suggested.

Water must not pool between road and culvert, which means the top of your culvert pipe must be lower than the road level. We suggest it be 6"-8" lower for a driveway or per inspector recommendation for ditch-fill culvert. Ditch-fill culvert does NOT require gravel (above or below.)