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PUBLIC WORKS

CULVERT PERMIT

PRIOR TO ISSUING ANY BUILDING PERMIT FOR A NEW RESIDENCE, REMODELING PROJECT REQUIRING A TEMPORARY DRIVEWAY CULVERT OR COMMERCIAL PROPERTY IN THE CITY OF MEQUON, THE BUILDER/OWNER/CONTRACTOR FOR SAID PROPERTY MUST COMPLETE THIS APPLICATION AND PAY ANY APPLICABLE FEES ASSOCIATED WITH THE INSTALLATION OF A CULVERT(S) FOR THE PROPERTY. THE CITY MAKES THE DETERMINATION OF WHETHER A CULVERT IS NEEDED, THE SIZE AND ANY OTHER DECISIONS RELATIVE TO THE INSTALLATION. ONLY THE CITY OF MEQUON HIGHWAY DEPARTMENT IS AUTHORIZED TO INSTALL DRIVEWAY CULVERTS.

ARRANGEMENTS FOR THE DRIVEWAY CULVERT MUST BE MADE AT THE MEQUON HIGHWAY DIVISION OFFICE AT 10800 N. INDUSTRIAL DRIVE, BETWEEN 8:00 A.M. AND 3:00 P.M. MONDAY-FRIDAY. (CALL FOR AN APPOINTMENT – 262-236-2913.) SUMMER HOURS MAY-OCTOBER DPW CLOSSES AT 10:30AM ON FRIDAYS.

PLEASE CALL 262-236-2913 TO CONFIRM WHEN THE CULVERT STAKES ARE IN PLACE AND READY FOR A SITE INSPECTION.

A COPY OF THIS SIGNED FORM MUST BE PRESENTED TO THE BUILDING INSPECTION DEPARTMENT BEFORE A BUILDING PERMIT IS ISSUED.

LOCATION OF STRUCTURE: _____

(ADDRESS, LOT, BLOCK, SUBDIVISION)

NAME OF BUILDER/OWNER: _____

ADDRESS OF BUILDER/OWNER: _____

PHONE NUMBER(S): _____

SIGNATURE OF APPLICANT _____

DATE: _____

HIGHWAY DIVISION AUTHORIZATION: _____