

**TOWN OF NEW DENMARK**  
**5993 W. Cherney Road**  
**Denmark, WI 54208**  
**920.863.5523**

To Be Completed by Applicant

**DRIVEWAY/CULVERT  
APPLICATION**

Owner: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Permanent  Temporary Application Date: \_\_\_\_\_

Legal Description of property where culvert/access is to be located:

Parcel # \_\_\_\_\_ Lot # \_\_\_\_\_ Subdivision or CSM # \_\_\_\_\_

Access Location \_\_\_\_\_

Length/Width of Driveway \_\_\_\_\_ Elevation of Placement \_\_\_\_\_

Intended Culvert Diameter \_\_\_\_\_ Length of Culvert \_\_\_\_\_

Is the culvert location staked or marked?  Yes  No **(Please provide map showing location)**

I understand and agree that the submission of this application to the Town of New Denmark 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 New Denmark.

\_\_\_\_\_  
Property Owner/Agent Signature Date

**Town Staff Review/Comment**

Site plan or special exception conformance/conditions \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Roadway agreement required?  Yes  No

Roadway agreement executed?  Yes  No N/A

Access controlled by: Brown County approval  N/A

<b>PERMIT No.</b> _____
<b>Fee</b> _____
<b>Rec. #</b> _____
<b>Staff Initials</b> _____
To be completed by Town personnel

This permit shall expire on

Culvert grades set by contractor to provide positive drainage

Benchmark Elev. = \_\_\_\_\_

Benchmark Description: \_\_\_\_\_

N / W Culvert El. = \_\_\_\_\_ Invert The invert is the bottom inside of the pipe.

S / E Culvert El. = \_\_\_\_\_ Invert

**GRADE STAKES:**  
 N / W Stake El. = \_\_\_\_\_ CUT \_\_\_\_\_ feet to N / W Invert  
 S / E Stake El. = \_\_\_\_\_ CUT \_\_\_\_\_ feet to S / E Invert

**NOTE: Flared end sections are required for permanent installations.**

\_\_\_\_\_ Permanent Access

This permit is issued subject to the terms and conditions of the Town of New Denmark, including but not limited to Section 15 of the Town Code.

**ISSUED:**

\_\_\_\_\_  
Town Official's Signature Date

**APPROVED:**

\_\_\_\_\_  
Town Official's Signature Date

When submitting your application, kindly remit payment in the amount of **\$25.00** payable to the **TOWN OF NEW DENMARK**. The application will be reviewed at the next regular Town Board meeting. Upon approval, a copy will be provided to the applicant and the Building Inspector along with a Permit number authorizing installation of the culvert/driveway.

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