

TOWN OF DAUPHIN ISLAND, ALABAMA  
CULVERT INSTALLATION APPLICATION



NAME \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_ STREET \_\_\_\_\_ LOT NO. \_\_\_\_\_ BLOCK \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_  
\_\_\_\_\_

FEET OF PIPE TO BE INSTALLED \_\_\_\_\_ (MINIMUM 20 FEET)

Contractor: \_\_\_\_\_ Phone: \_\_\_\_\_

REMARKS: \_\_\_\_\_  
\_\_\_\_\_

**OFFICE USE ONLY:**

DATE OF APPLICATION: \_\_\_\_\_ APPROVED \_\_\_\_\_

SIZE OF PIPE REQUIRED: \_\_\_\_\_ DENIED \_\_\_\_\_

REMARKS: \_\_\_\_\_

Permit issued to: [ ] Owner [ ] Contractor

\_\_\_\_\_  
Street Department Superintendent Date \_\_\_\_\_

**POLICIES AND PROCEDURES FOR CULVERT INSTALLATION**

**GENERAL:**

1. The property owner or contractor shall submit, in writing, a Culvert Installation Application and stake the area in the ditch where culvert is to be installed.
2. Upon review and subsequent approval by the Street Department Superintendent or Building Inspector, the property owner will be notified of the size (minimum of 18" in diameter), length (minimum of twenty linear feet), grade, and type of pipe required. Culvert cleanouts shall be spaced at distances not greater than forty (40) feet. The top of each cleanout/inlet shall not extend above the finished grade to allow water inflow at that point. All culverts shall have 45 degree sloping headwalls and attached three (3) foot long (at base) wingwalls constructed of concrete (sketch available).

**PROPERTY OWNER:**

1. It shall be the responsibility of the property owner or contractor to make application to the Town in writing, and to purchase necessary permits.
2. After obtaining culvert approval the property owner is responsible for restaking the location of culvert according to approval.
3. It shall be the responsibility of the property owner to purchase and to have the pipe properly installed.
4. The owner or contractor shall request an inspection when work is completed.

**TOWN OF DAUPHIN ISLAND:**

1. Review request for culvert installation.
2. Determine length, cleanouts, grade, diameter and type of pipe to be used.
3. Notify property owner or contractor of pipe specifications for drainpipe.