

MCKEAN TOWNSHIP TRUSTEES

**c/o Fiscal Officer
2367 Lundys Lane Road
Newark, Ohio 43055**

APPLICATION FOR PERMIT TO INSTALL/REPLACE CULVERT

- 1) Access from private property to public roadway may require installation of a culvert. The necessity of such shall be determined by the following governing agencies:
 - a) IF - Public roadway is maintained by McKean Township then must submit this application
 - b) IF - Public roadway maintained by Licking County then must contact Licking County Engineer
 - c) IF - Public roadway maintained by State of Ohio then must contact Ohio Dept of Transportation
- 2) Any person installing a new access culvert or replacing an existing culvert on public roadway maintained by McKean Township shall be subject to the permit application process. Applicant shall contact McKean Township Trustees for a visual inspection of proposed or existing access location and approval prior to installation.
- 3) Culvert pipe must be of a length and diameter approved by the McKean Township Trustees. Normal driveway culvert size is 15" in diameter and minimum 30' in length. However, upon visual inspection by the trustees or their representative, a larger diameter or longer length of pipe may be required. In some situations of minimal flow, a smaller diameter of pipe may be approved by the Trustees.
- 4) Pipe and installation specifications:
 - a) Approved culvert material shall be dual wall HDPE corrugated pipe (N12)
 - b) All pipes shall be installed so that bell end of the pipe faces upstream
 - c) All bell joints and "tie in" joints shall be properly sealed
 - d) All culverts shall be installed with a minimum of 6 inches of aggregate bedding under the pipe
 - e) All culverts shall be installed with a minimum of 12 inches of aggregate backfill over top of pipe
- 5) Catch basins may be required to direct ditch flow to/from culvert. Required catch basins shall be heavy duty precast concrete with heavy duty casting. Pipe connections shall be properly sealed/mortared
- 6) The McKean Township Board of Trustees shall issue approval of location, dimension and length of pipe prior to installation. Applicant shall request final inspection and acceptance within 10 days after installation.
- 7) Failure to comply with permit process, specifications and requirements will result in removal of culvert at the expense of the property owner.
- 8) Installation, maintenance and repair of private access culvert shall be the sole responsibility of the property owner including keeping inlet and outlet free flowing at all times. Failure to properly maintain culvert shall result in McKean Township Trustees intervention the cost of which shall be billed directly to the property owner.

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Name of Applicant: _____

Mailing Address: _____

Applicant Phone Number: (_____) _____

Name of Property Owner, if different: _____

Mailing Address, if different: _____

Property Owner Phone Number, if different: (_____) _____

Construction Address, if different: _____

Name of person or company installing culvert: _____

Phone Number of installer: (_____) _____

Requested date(s) for pre-installation inspection/approval: _____

Proposed date of construction: _____

I agree to comply with all conditions, specifications, restrictions and regulations of the Office of McKean Township Trustees. I understand that the granting of this permit does not in any way abridge the rights or jurisdiction of the McKean Township Trustees over McKean Township roadways, ditches and right of ways and the maintenance, improvements or repairs thereof. Furthermore I understand the cost of installation, maintenance and repair of culvert shall be the sole responsibility of the property owner including keeping inlet and outlet of culvert free flowing at all times. Failure to properly install or maintain culvert may result in McKean Township Trustees intervention the cost of which shall be billed directly to the property owner.

Applicant's signature: _____ Date: _____

A \$25.00 permit fee must accompany this application.

Please make check payable to: **McKean Township**

Mail application and check to:

McKean Township
c/o Fiscal Officer
2367 Lundys Lane
Newark, OH 43055

Official use only:

Approved culvert diameter: _____

Approved culvert length: _____

Catch Basin required: (Y) (N)

Date approved by Trustees: _____

Final Inspection/Accepted by: _____ Date: _____