

**Town of Morgan, WI**  
Driveway/ Culvert Permit Application  
(920) 846-0699

Application Date: \_\_\_\_\_ Building Permit #: \_\_\_\_\_  
Tax Key/Parcel #: \_\_\_\_\_ Date: \_\_\_\_\_  
Parcel Address: \_\_\_\_\_  
E911 Number: \_\_\_\_\_ Street Name: \_\_\_\_\_

If the Parcel does not have a number, after receiving this completed permit, you will need to contact Oconto County's Land Use Department before the driveway can be installed to have a number assigned.

Property Owner: \_\_\_\_\_ Contractor: \_\_\_\_\_  
Address: \_\_\_\_\_ Address: \_\_\_\_\_  
City, State, Zip: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_ Phone : \_\_\_\_\_  
Email: \_\_\_\_\_ Email: \_\_\_\_\_

\* Email addresses are helpful in resolving questions and returning completed applications.

Primary Contact is the Property Owner or Contractor (circle one)

**Will a Culvert be installed:**      YES                  NO                  If NO, provide a detailed explanation.  
\_\_\_\_\_  
\_\_\_\_\_

**Will Culvert be replaced?**      YES                  NO      What size of culvert? \_\_\_\_\_  
\_\_\_\_\_

**Culvert Information -**

Material: \_\_\_\_\_ Steel or Plastic \*See notes on back of sheet  
Diameter: \_\_\_\_\_ Minimum 15 inches. \*See notes on back of sheet  
Residential Length: \_\_\_\_\_ Minimum 26 feet plus Flares at each end.  
Ag/ Dual Purpose: \_\_\_\_\_ Minimum 40 feet. \*See notes on back of sheet

**Driveway Information:**

Residential Width: \_\_\_\_\_ Minimum 20 feet  
Residential Height Clearance: \_\_\_\_\_ Minimum 15 feet  
Ag/ Commercial Width: \_\_\_\_\_ Minimum 35 feet  
Ag/ Commercial Height Clearance: \_\_\_\_\_ Minimum 15 feet.

I, the undersigned owner/agent, do hereby certify that the above information and plans herewith filed are correct and do hereby agree to install the driveway and any related culvert at the elevation grade and alignment established by the municipality plans.

Applicant Owner/ Agent (circle one):                          Town Board Members (needs two signatures):  
  
Sign: \_\_\_\_\_ Sign: \_\_\_\_\_  
Print: \_\_\_\_\_ Sign: \_\_\_\_\_  
Date: \_\_\_\_\_ Date: \_\_\_\_\_

**\$70 PAYMENT:**    Check    Check # \_\_\_\_\_    Cash

**Required Documents:**

Site plan showing Driveway and Culver location. County CISDS or Google map works well.

Oconto County issues new address number-

Before requesting a new address number, this form must be completed.

**Copy sent to Property Owner**                          **Copy sent to Building Inspector**                          **Copy sent to** \_\_\_\_\_  
Date \_\_\_\_\_                          Date \_\_\_\_\_                          Date \_\_\_\_\_

Approval Requirements Only  
After Town Board approval, Town Supervisors shall issue Driveway Permit and  
Culvert (considering width only) Permit.

**1) Driveway**

- Landowner shall be responsible for construction of driveway, meeting Town requirements, and clean-up of debris after construction.
- Residential driveway shall be a minimum 20ft. wide driving surface with a height clearing 15ft. to accommodate emergency or other authorized vehicles (no obstructing brush or tree branches).
- Ag. and commercial driveways shall be a minimum 35 ft wide driving surface.

**2) Culvert**

- Landowner shall be responsible for cost, meeting Town requirements, and clean-up of debris on public roads.
- Two or more members of Town Board shall determine size of all residential, ag, or commercial culverts, on a case by case basis.
- Residential culvert shall be a minimum of 30 ft. long and 12-inches in diameter with end walls added to the 30 ft.
- Ag and commercial culverts shall be a minimum of 40 ft. long and 15-inches in diameter with end walls added to the 40 ft.
- New, and of steel or plastic only (no other type of material allowed).
- Covered with pit run, or  $\frac{3}{4}$  up to  $1\frac{1}{4}$  aggregate/gravel
  - Six-inch finish cover coat with  $\frac{3}{4}$  or  $1\frac{1}{4}$  aggregate/gravel