



**CITY OF MARSHFIELD, WISCONSIN
POLICIES AND PROCEDURES**

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CHAPTER: Street/Sewer Construction and Maintenance

SUBJECT: Culverts and Pipes for Driveways, Private Entrances and Other Uses
in the Public Right-of-Way

POLICY NUMBER: 5.230

PAGES: 2

EFFECTIVE DATE: December 5, 1995

Special Notes: This policy/procedure manual does not in any way constitute an employment contract and the City of Marshfield reserves the right to amend this manual at any time subject only to approval by the Common Council.

There shall be a Board of Public Works Policy governing culverts for driveways, private entrances, and other uses in the public right-of-way from City streets and alleys.

1. Residents/permittee shall be required to request a culvert size for any new dwelling not on a curb and guttered street to the Engineering Division. Upon sizing by the Engineer and notification of said culvert, the resident/permittee shall order and have the culvert delivered to the location desired. The Engineering Division shall set the proper grade for the culvert location indicated by the resident/permittee. The resident/permittee may install the culvert at the correct elevation and location at his own cost. Otherwise, the Street Division of the City will install and cover the culvert with gravel as required. If the resident/permittee installs the culvert at an incorrect elevation or location, the Street Division will bill the resident/permittee for costs incurred for reinstalling the culvert at the correct elevation or location.
2. Residents living on streets to be hot mixed, where the street requires re-ditching, shall be responsible for furnishing new culverts as indicated above or replacement of substandard or undersized culverts. The owner/resident shall be notified by the Street Superintendent in regard to the size required for each location.

3. The standard culverts for driveways, other private entrances, and other used in the public right-of-way shall be corrugated or spiral metal pipes (galvanized) which shall meet or exceed the requirements of AASHTO Designation M136 and shall conform to the State of Wisconsin Standard Specifications Section 521 (1989 Edition) for corrugated metal or spiral pipe. All culverts must be one piece or fastened with the standard couplings for this pipe. Only used culverts in good condition, free of rust holes and approved by the Street Superintendent may be substituted for new culverts. Used culverts shall meet the requirements above.
4. In no case shall be following materials be allowed for usage:
 - a. Aluminum pipe
 - b. Plastic pipe except double wall pipe equivalent to Hancor Hi-Q where a minimum of one (1) foot of cover is available.
 - c. Boiler pipe
 - d. Furnace pipe
 - e. Hot water tanks
5. The maximum length of any culvert for a driveway, private entrance, or other use in the public right-of-way shall be forty (40) feet unless the owner provides an approved City manhole for a longer pipe.