



City of Walker  
 Department of Public Works  
 13730 Ballpark Road \* P.O. Box 217  
 Walker, LA 70785  
 225-665-2467

## Culvert & Catch Basin Permit Application

*Denotes fields that must be complete*

Permit Number	➔	
Applicant's Name	➔	
Phone Number	➔	
Email Address	➔	

### Mailing Address

Street Address	➔	
City, State, & Zip	➔	

### Physical Address

Subdivision Name	➔	
Lot & Block	➔	
Corner Lot Street	➔	
Street Address	➔	
City, State, & Zip	➔	

➔ Are you the developer of this subdivision?  Yes  No

Type of Installation (Choose One)	Driveway Culvert ONLY – not to exceed 40 ft <input type="radio"/> Contractor <input type="radio"/> Self
--------------------------------------	---

	<u>DPW will determine size, length, and quantity</u>	Office Use
Check off appropriate box (es) <b>ONLY</b>	<input type="checkbox"/> Driveway Culverts:    _____ size    _____ feet _____ Qty.	
	<input type="checkbox"/> Landscape Culverts:    _____ size    _____ feet _____ Qty.	
	<input type="checkbox"/> Catch Basin                    _____ size    _____ feet _____ Qty.	

**If you would like to receive your permit by mail, include a self-addressed stamped envelope.**

**Agreement:** The following regulations shall be applicable to all persons wishing to construct and/or install culverts within or upon any public drainage ditch located within the City:

1. Prior to purchasing or obtaining culverts to be placed in or upon any public drainage ditch or canal the property owner or his designee shall file the appropriate application to obtain a "culvert permit" from permit office.
2. Upon receipt of the application for a culvert permit, the public works director or his designee shall inspect and determine the correct culvert and grade level required.
3. All culverts and fill material must be purchased by the property owner receiving the required specification from the City.

4. Upon completion of landscaping culvert installation, the property owner must notify the City for a final inspection. Should the installation not meet specifications, the City may;
  1. Require the owner to remove and reset culverts to specifications approved by the public works director or his designee; or
  2. Remove the culverts from the ditch
5. Catch basins shall be required for every fifty (50) feet of culverts. Where it is determined a deviation of this best interest of the City drainage system, the public works director may determine a deviation of this requirement.
6. Within ninety (90) days after the installation of the culvers, all catch basins shall be constructed, sealed and earthen backfill material in place accordance with the specifications of the public works director.
7. Upon completion of construction of catch basins, the property owner must notify the City for a final inspection. Should the catch basins not meet specifications, the City may;
  1. Require the owner to rebuild the catch basins, within a time period approved by the public works director; or
  2. Remove catch basins from the ditch
8. The installation of culverts shall be the responsibility of the property owner for landscaping culverts; however, all installations must be made in accordance with these regulations and upon completion of installation of culverts the property owner shall notify the City for a final inspection.
9. Culverts may not be covered until inspected by the public works director or his designee.

When it has been determined by the public works director that the installation of any culvert (s) would be detrimental to the drainage of an area, it shall be unlawful for him to issue a permit to the application. If it is determined that an engineering study is needed for proper drainage it will be the responsibility of the applicant to hire an engineer to do the study and present the findings to the Director of Public Works for review and final determination. Notice of rejection and reasons for that rejection will be provided to the applicant.

Landowner has option to either self-install or have a private contractor install the culvert. However, procedures for completion and inspections shall be followed.

**Permit Fees:**

<b>Landscaping Culvert Permit:</b>	Includes City of Walker shooting grade elevation, sizing of culverts, specifying culvert type, and final inspection.	<b>\$30.00</b>
<b>Driveway Culvert Permit:</b>	Includes City of Walker Shooting grade elevation, sizing of culverts, specifying culvert type, and final inspection	<b>\$20.00</b>

**\*FEE IS NON-REFUNDABLE\***

**Permit expires 1 year from issue date.**

I AGREE to these terms set forth above.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

OFFICE USE	Completed by: City of Walker personnel Print and Sign	DATE
Shooting grade/elevation		
FINAL INSPECTION		
NOTES		

