



A Florida Special District

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## District Roads Driveway Culvert Installation Agreement

Landowner Requested Installation Date: \_\_\_\_\_

1. Name (Please print): \_\_\_\_\_ Date: \_\_\_\_\_
2. Address: \_\_\_\_\_
3. Phone: \_\_\_\_\_ Email: \_\_\_\_\_
4. Select the number of culverts to be replaced: \_\_\_\_\_ (1) \_\_\_\_\_ (2)
5. Indicate what type of surface exists over existing culvert: \_\_\_\_\_ Concrete or Asphalt (★ see No. 6 below) \_\_\_\_\_ Pavers \_\_\_\_\_ Shellrock/Gravel
6. Indicate how many culverts you currently have \_\_\_\_\_ and **initial below** if the following apply:  
\_\_\_\_\_ ★ There is a fee of **\$100.00** to cut, remove, and haul away the concrete or asphalt over the surface of the culvert.  
\_\_\_\_\_ ★ There is a fee of **\$100.00** to cut or miter a 40' pipe into a smaller size.
7. Will a permanent surface (asphalt or concrete) be poured over the new culvert? \_\_\_\_\_ Yes \_\_\_\_\_ No (If yes, see **Limited Installation** below.)

A **Basic Installation** includes an 18" x 20' (up to 40' allowed) steel culvert pipe, rip rap headwall and sod where needed around the culvert. **Fill dirt needed to cover the pipe must be supplied by the landowner and be on-site at the time of the installation.**

\_\_\_\_\_ \$1000.00 for each basic 20' culvert installation \_\_\_\_\_ \$2000.00 for each basic 40' culvert installation

A **Limited Installation** includes an 18" x 20' (up to 40' allowed) steel culvert pipe. **The landowner is responsible for the asphalt or concrete surface, concrete headwall, and sod. Prior to installing either asphalt or concrete over the driveway culvert, the landowner must schedule a District inspection to obtain a District-issued "approval sticker".**

\_\_\_\_\_ \$900.00 for each limited 20' culvert installation \_\_\_\_\_ \$1900.00 for each limited 40' culvert installation

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**Please read and initial each statement below:**

- \_\_\_\_\_ I understand that this driveway culvert installation should not be used to allow access to my property by construction vehicles. In the event I need to allow access, I will contact the District office for a temporary culvert pipe.
- \_\_\_\_\_ I understand that I need to contact **Palm Beach County** to apply for a permit if I decide to cover my driveway with a permanent surface such as Concrete, Asphalt, Pavers, etc.
- \_\_\_\_\_ I understand that I am responsible for any additional material needed to cover the purchase of a **larger** culvert pipe. I will have the material delivered no earlier than the day before my scheduled installation and placed directly adjacent to the swale on my property where the location is marked. Failure to have soil on site will result in the installation being delayed until the next available date.
- \_\_\_\_\_ I understand that I am responsible for marking the requested location of the culvert installation within my existing swale (e.g. flags, spray paint, landscape stakes, etc.) and that failure to do so could result in my installation being rescheduled to the next available date. Culverts must be set back five feet (5') or more away from the property line and a minimum of 35' from the edge of the travel lane at a residential intersection.
- \_\_\_\_\_ I understand that maintenance of the culvert is my responsibility, and I have received maintenance instructions. (See back of form.)

**I agree to the terms and conditions set forth by South Indian River Water Control District.**

**Agreed (Landowner Signature):** \_\_\_\_\_ **Check#:** \_\_\_\_\_ **Amount Paid:** \_\_\_\_\_

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For office use only:

Rip-Rap Bags Used \_\_\_\_\_

Sod Pallets Used \_\_\_\_\_

Employee Initials \_\_\_\_\_



## **Maintenance of Your Driveway Culvert**

Be prepared for wet weather when it is dry.

Driveway culverts, when fully functional, provide an 18" diameter capacity of stormwater flow for you and your neighbors. Driveway culverts are a critical feature of the stormwater management within the District to move water from the roadside swales to the District canal system and then to tide.

Driveway culvert maintenance is the responsibility of the landowner. Landowners must inspect their culverts for erosion and sediment buildup prior to the storm season as part of annual hurricane preparation and, when necessary, clean out their culvert(s) to establish storm water flow.

If you're not sure about the condition of your culvert, here is a checklist of things you should look for:

- Signs of erosion around the culvert ends
- Excessive rust or structural failure, including being crushed
- Cracks or areas that might have settled, leaving a gap between your concrete or asphalt driveway and the culvert
- Sink holes or depressions in dirt driveway at the top of the culvert
- Sediment buildup in the culvert (reduced capacity of the culvert needs to be corrected)

**If you notice any of these issues, call the District office at 561-747-0550 to schedule an inspection.**

Don't wait until it's too late; check your culverts regularly and report any issues that might require a replacement.

Please contact Palm Beach County at 561-233-5000 to apply for a permit if you decide to cover the driveway culvert with a permanent surface such as concrete, asphalt, pavers etc.