



City of Bay Minette

Access / Culvert Permit

301 D'Olive Street • Bay Minette, Alabama 36507 • Phone (251) 580-1650
COBM_Planning@cityofbayminetteal.gov

Access/Culvert permits are intended to promote the overall safety of motorists, bicyclists, and pedestrians; to reduce interference with through traffic by other vehicles entering, leaving, and crossing streets; to assure safe access to and from streets by emergency vehicles; and to preserve the traffic capacity of streets. No curbs or rights-of-way may be cut, paved, or otherwise altered until a permit for the access/driveway has been secured from the City and/or any other governmental agency owning or controlling the street right-of-way. An access/driveway, which demonstrates a potential danger to the public and/or which could affect the safe, efficient flow of traffic, may be denied following a recommendation from City Staff, based on commonly accepted and applied traffic engineering principles, emergency response requirements or other potential threats to the health, safety and welfare of the public.

Applicant Name: _____ Date: _____

Mailing Address: _____

Phone No.: _____ Email: _____

Property Address: _____

Roadway Location of Access/Culvert: _____

PID or PIN: _____

When/How will the location of the requested culvert and/or driveway be marked? Date: _____

Type of Marking: _____

Culvert Request Type of Culvert: ☐ None or N/A ☐ New ☐ Extension to Existing Culvert ☐ Replacement

Access / Driveway Request Type of Access or Driveway: ☐ None or N/A ☐ Residential ☐ Non-Residential

Access Requested for: ☐ New Dwelling or Structure ☐ Additional Access to Existing Structure ☐ Vacant Property

Access Width: _____ Access Width at Roadway Connection: _____

Surfacing Materials: ☐ B-Base Slag ☐ Concrete ☐ Hot Asphalt ☐ Reclaimed Asphalt

NOTE: Gravel is not allowed in the Right-of-Way.

Existing curb? ☐ Yes ☐ No Will the existing curb need to be cut? ☐ Yes ☐ No Existing sidewalk? ☐ Yes ☐ No

I understand that my signature below constitutes acknowledgement that the request will be reviewed and if approved, I will be responsible for any costs associated with culvert installation by the City. I also acknowledge and understand that I will be responsible for: ensuring that accesses or driveways requiring the cutting of existing curb, the curb shall be reconstructed with a sufficient transition to be consistent with City regulation; and when sidewalks will pass through a driveway, the sidewalks shall remain or be reconstructed to be ADA-compliant; and where any existing curb or sidewalk is damaged, the applicant/property owner is responsible for reconstruction.

Signature

Date

Office Use Only

Case Numbers: AP-_____ LU-_____ A-_____

Zoning District:_____ Roadway Classification: _____

Culvert Information

Size: _____ Type: _____ Installation Date: _____

Cost: \$ _____ Comments: _____

Date Paid: _____

☐ Cash ☐ Credit Card

☐ Check- # _____

Driveway/Access Review

☐ Zoning ☐ Public Works ☐ Police ☐ Fire ☐ Engineering ☐ Building

☐ Approved ☐ Conditional Approval ☐ Denial - Date: _____

Comments

Public Works: _____

Police: _____

Planning: _____

Other: _____