



# City of Todd Mission

## PERMIT TO CONSTRUCT ACCESS DRIVEWAY FACILITIES ON CITY RIGHT-OF-WAY REGULATIONS OF TODD MISSION TEXAS FOR THE CONSTRUCTION OF DRIVEWAYS & CULVERTS ON CITY EASEMENTS AND RIGHTS OF WAY, WHICH WILL BECOME PROPERTY OF TODD MISSION

CITY OF TODD MISSION  
21718 F.M. 1774, TODD MISSION, TC 77363  
(936) 894-3001 Fax (936) 894-3002  
Email: [NTWendele@ToddMissionTX.gov](mailto:NTWendele@ToddMissionTX.gov) or [JLunsford@ToddMissionTX.gov](mailto:JLunsford@ToddMissionTX.gov)

Date: \_\_\_\_\_

### PLEASE PRINT CLEARLY

Applicant's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Applicant's Mailing Address: \_\_\_\_\_ Zip: \_\_\_\_\_

Property Owner's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Owners Mailing Address:  Same as above \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_  
Email Address: (If applicable) \_\_\_\_\_

### LOCATION OF PROPERTY

Subdivision \_\_\_\_\_ Section \_\_\_\_\_ Lot \_\_\_\_\_ Block \_\_\_\_\_

Street Address \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Please give detailed directions to site if you have not obtained a 911 address. Culvert/Driveway must be staked with t-posts or wooden stakes at least 3 feet high with flagging at top of stakes. Green flagging tape may be obtained at the Todd Mission City Hall. Flowline must be established by City Inspector prior to construction.

### CULVERT INFORMATION: To be filled out by APPLICANT.

- |   |                  |   |
|---|------------------|---|
| <input type="checkbox"/> Culvert Length _____<br>(Minimum 24' REQUIRED)   | Type of Culvert: | <input type="checkbox"/> Corrugated Steel |
| <input type="checkbox"/> Culvert Diameter _____<br>(Minimum 15" DIAMETER) |                  | <input type="checkbox"/> Concrete Pipe    |
|   |                  | <input type="checkbox"/> HDPE/PE          |

### OFFICE USE ONLY

Diameter Size : \_\_\_\_\_ Corrugated Steel / Concrete Pipe/HDPE/PE

Sized by: \_\_\_\_\_ Inspected By: \_\_\_\_\_ Date: \_\_\_\_\_

**ENFORCEMENT:**

Compliance with these regulations will be strictly enforced by the City with the following remedies may be pursued:

- A. If any person engages in the construction or repair of a driveway or culvert crossing a City easement or right-of-way without a permit, the City of Todd Mission may direct the City Attorney to file suit to enjoin the violation of these Regulations.
- B. If any person engages in the construction or repair of a driveway or culvert in any manner except as specified in the permit issued therefore by the City of Todd Mission may direct the City Attorney to file suit to enjoin the violation of these Regulations.
- C. If any person engages in the construction of a driveway or culvert crossing a City easement or right-of-way without a permit issued therefore by the City of Todd Mission may order the landowner to remove or repair the driveway or culvert at the landowner's expense.
- D. Any person securing a permit under these Regulations must certify to the City that the terms, provisions and conditions of the permit will be complied with.
- E. If the City of Todd Mission finds a person to be guilty of contempt, it may enter such orders consistent with general law as it seems appropriate to punish the person guilty of contempt, and may enter such order and further orders enforceable by civil and criminal contempt, and consistent with its authority under general law, as Commissioners' Court deems necessary to enforce and protect its jurisdiction over the matter and to uphold the integrity of these Regulations.

**It is the Responsibility of the Applicant to have the culvert installed and/or contracted out to be installed per the attached specifications.** Grimes County will inspect/confirm the proper diameter of corrugated / reinforced concrete/HDPE/PE pipe and any special grade requirements. Thereafter, Applicant may install or hire out his/her own culvert installation following the requirements stated by the Grimes County Road & Bridge Department. **After installation, it is required that the applicant report back to Grimes County Road & Bridge for inspection.**

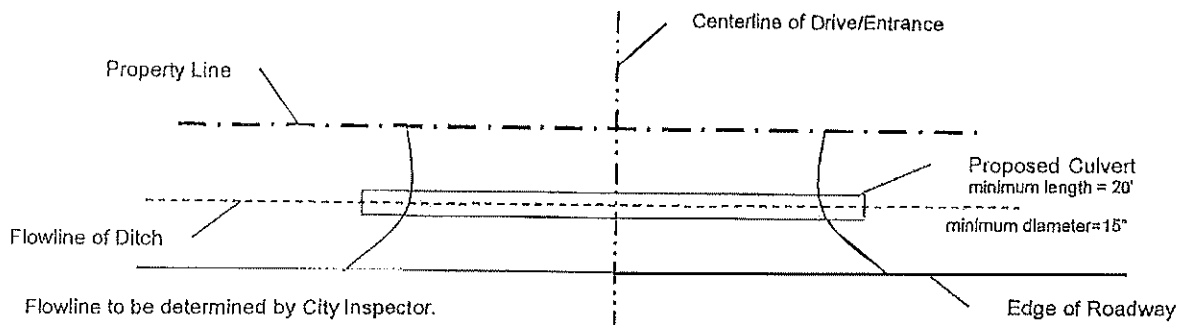
*The undersigned hereby agrees to comply with the terms and conditions as set forth in this permit for construction of an access driveway on County right-of-way and will hold harmless Grimes County and its duly appointed agents and employees against any action for personal injury or property damage sustained by reason of the exercise of this permit.*

*By signing this document below, it is agreed that I have received a copy of the "Enforcement of Access Driveway Facilities" documentation attached with this permit, and that I understand the procedures of this application.*

Applicant's Signature

PRINTED NAME

Date



Flowline to be determined by City Inspector.

**Notes:**

MINIMUM length for all culverts is 20 feet, MINIMUM diameter for all culverts is 15 inches. Culvert will be centered in proposed driveway or entrance.

Minimum of 1' shall be exposed on each end of installed culvert.

TxDot Item 247, Type A Grade 2 material shall be used for backfill and driving surface.

Culvert shall be set at the existing flowline of the ditch.

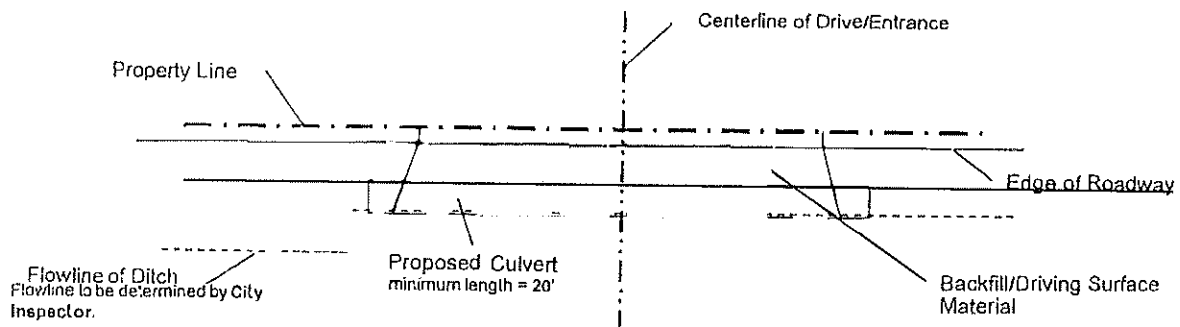
Ditch shall be graded as required to insure proper drainage into and out of installed culvert.

Acceptable materials are 16 gauge corrugated metal pipe, Class III reinforced concrete pipe, or corrugated HDPE/PE pipe.

**Culvert Installation**  
Plan View for All Materials

Grimes County Road & Bridge Dept.  
P.O. Box 593  
Anderson TX 77830  
936-873-4436

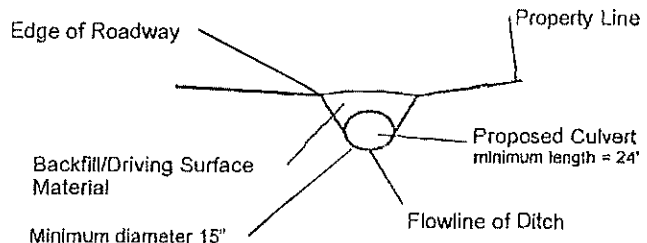
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Front View

Notes:

- MINIMUM length for all culverts is 20 feet.
- MINIMUM diameter for all culverts is 15 inches.
- Culvert will be centered in proposed driveway or entrance.
- Minimum of 1' shall be exposed on each end of installed culvert.
- TxDot Item 247, Type A Grade 2 material shall be used for backfill and driving surface.
- Culvert shall be set at the existing flowline of the ditch.
- Ditch shall be graded as required to insure proper drainage into and out of installed culvert.



End View

**Culvert Installation**  
Profile View for CMP, RCP, HDPE/PE

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