



TOWN OF WASHINGTON
EAU CLAIRE COUNTY, WISCONSIN

5750 Old Town Hall Road
Eau Claire WI 54701
(715)834-3257
Fax (715)834-3325
www.townofwashington.org

PERMIT FOR DRIVEWAY ACCESS TO TOWN ROAD

Applicant

Driveway On

Name _____ Road Name _____
Address _____ Subdivision Name _____
City _____ State _____ Lot Number _____
Zip _____ Phone _____

Location of Driveway

_____ Side of the road _____ miles/feet _____ of _____
(N,S,E,W) (N,S,E,W) (reference point, i.e. intersection, etc.)

Attach Site Plan Showing Parcel Size & Proposed Driveway with Cross Section of Road and Driveway

To Be Completed by Town

Any restrictions to access? Yes _____ No _____

Drainage Structure Required Yes _____ No _____

If yes Diameter _____ Length _____ Material _____ Other _____

Comments _____

TERMS and CONDITIONS: The driveway, including the culvert, is to be installed before any building supply trucks haul materials onto the lot. The driveway shall have the base course with a non-tracking surface of aggregate or blacktop on it, to prevent dirt from being tracked onto the Town road. Cement trucks and all building supply trucks will use the driveway to enter the property and will not drive through the road ditches. All washing of trucks and deposition of excess concrete will be done on the property, not on the road right of way. Damage to the Town road or failure to otherwise comply will be the responsibility of the applicant for this permit. The road ditches shall not be filled without prior approval by the Town. Also, see "Driveway Notice", from Eau Claire County for additional requirements. The only permissible item to be constructed in the road right of way is the driveway and a mailbox with break-away post construction or a maximum of a 4 x 4 wooden post.

Signature of Applicant

Date

APPROVED BY:

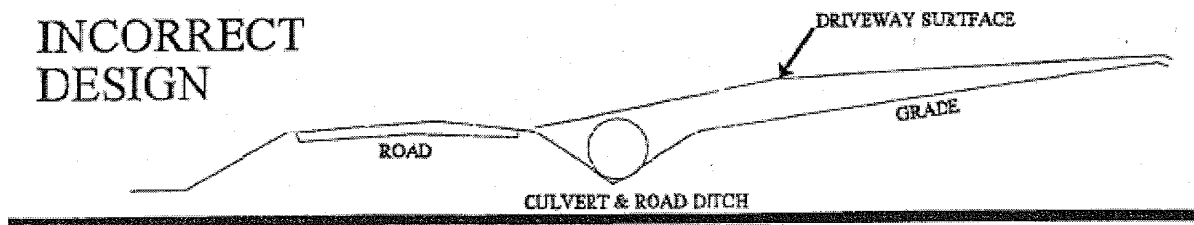
Town Chairman / Administrator

Date

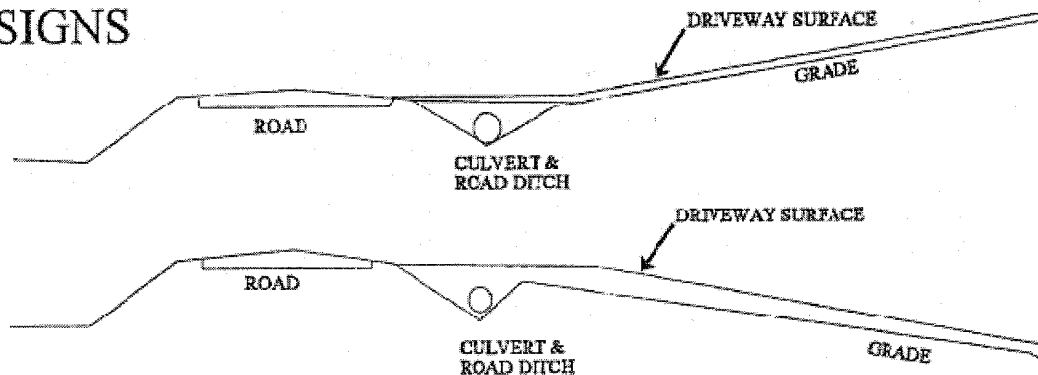
Approval Expires _____

Driveway cross sections and standards on reverse side of form

INCORRECT DESIGN



CORRECT DESIGNS



Access (Driveway) Standards

1. Driveway permits are granted by the agency with jurisdiction over the road (Wisconsin Department of Transportation for State and Federal Highways, Eau Claire County for County Roads or townships for all other roads). This form is intended for use in applying for a township access approval or driveway permit.
2. Location on requirements such as the distance between driveways are established in the zoning code and they vary by the type of highway.
3. Culvert sizing is determined by the Jurisdiction at the time of access permit approval.
4. Driveways shall slope down and away from the road at a minimum of 2% grade and a maximum of 5% grade for the first 10 feet from the edge of the shoulder to minimize water flowing onto the public road and to provide a more level starting platform for vehicles starting out into the road. The driveway shall be perpendicular to the road or on a radius of the curve out to the right of way line.
5. The following driveway standards are recommendations by the Department of Planning and Development and the Towns but not mandatory:
 - a. A minimum driveway open space width of 24 feet.
 - b. A minimum driveway surface width of 12 feet which shall have a minimum of 6 inches of compacted base course.
 - c. A minimum height clearance of 18 feet. This includes trees, wires, and other obstructions.
 - d. Maximum grade of 10%.
 - e. Side slopes on the driveway should not exceed a 3:1 grade.
 - f. Minimum radius on curves should be 50 feet.
 - g. Long driveways should have at least one section of the driveway that is 25 ft. in length and 18 ft. in width for each 300 ft. of length to provide for a second lane for vehicle passage.
 - h. At the end of the driveway, a turnaround or a cul-de-sac 50 ft. in radius should be provided and should be adequate to support the weight of a fire truck or school bus in all seasons.