

TOWN OF WAUSAU DRIVEWAY /HIGHWAY PERMIT

Requirements for installation of a Driveway

Minimum drive way standards below shall apply:

1. Road width at the intersection of 20 feet.
2. Width clearance at the intersection of 24 feet and a steel or plastic culvert, if necessary, no less than 30 feet.
3. Width clearance of 16 feet free of trees, brush, wires, or other potential obstructions.
4. Height clearance at the intersection of 16 feet free of trees, brush, wires or other potential obstructions.
5. The driveway within the area of the public right-of-way shall slope away from the public road at a minimum of 1% and a maximum of 5% to prevent erosion onto the public road.
6. The angle of any intersection of a town road and driveway shall be 90 degrees.
7. Any variance from these requirements must have prior approval from the Town Board.
8. Private roads and driveways must withstand emergency vehicles.
9. Vertical retaining walls of any type of construction are prohibited.
10. All disturbed town facilities must be restored promptly. When restoration is not accomplished voluntarily without delay, the town authority may issue a notice setting forth a final date by which the restoration must be completed. If the applicant fails to complete the restoration within the allotted time, the town may arrange for the restoration, and all resulting costs shall be the obligation of the permit applicant.
11. The entire cost of installing and maintaining the drive way shall be borne by the applicant.
12. Any boulders, stumps, or other debris resulting from the performance of the work shall be disposed of by completely covering or entirely removing from the road right- of-way in a satisfactory manner. Road surfaces, slopes, shoulders, ditches, culverts, and vegetation disturbed shall be restored.
13. Blasting within the limits of the town right-of-way is prohibited unless specifically authorized by this permit.
14. Ditching must be complete and have proper elevation to provide for adequate drainage.
15. Any culvert necessary for proper drainage shall be installed after elevation and location is obtained from the Town Board and is at the owner's expense.
16. It is the responsibility of the permit applicant to maintain the driveway culvert and replace it when necessary.
17. The minimum length of any culvert installed shall be at least two feet greater than the base course width. In no case shall the culvert be less than 15 inches in diameter.
18. The duplicate flare or slope of the culvert shall have a 3 to 1 slope.
19. All work shall be carried out in a manner satisfactory to the Town as to compliance with the terms and condition stated.

The applicant for a permit shall submit to the town clerk a completed application with the appropriate fee and following attachments:

1. Sketch Map. A rough sketch showing the conceptual design of the project and approximate location and dimensions of the project.
2. Plat Map. A plat map indicating the location and dimensions of the desired driveway and highway access locations, if any, as well as the parcels immediately adjacent to the applicant's property.
3. Other documents. The Town Board or its designee may require other documents to be attached to the permit.
4. The permit fee of \$50 made payable to the Town of Wausau.

Questions, please contact Larry Vesely, Zoning Administrator, at 715 574 9186.

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The undersigned owner, legal occupant or operator, of described property, hereby requests permission to construct a driveway as described below:

Print Name _____ Phone _____

Address _____

Culvert Proposal Type _____ Diameter _____ inches Length _____

Describe erosion control _____

Location of driveway _____

Access point to town highway _____

Sketch map proved: ___yes ___no

Plat map provided: ___yes ___no

ACCEPTANCE OF CONDITIONS:

I, the applicant, hereby certify that the statements contained in the application are true and correct, that I have read and understand the conditions on this form and the ordinances, and if granted a permit, I will comply with all terms and conditions which apply.

By _____
Applicant or Authorized Representative Date

By _____
Authorized Town Representative Date

Permit fee: \$50.00 Date Received _____

Please return to: Larry Vesely
Town of Wausau Zoning Administrator
321302 Shenandoah Ridge Road
Wausau, WI 54403