

## TOWN OF WAUSAU DRIVEWAY/CULVERT PERMIT

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

Name of Applicant: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Culver Proposed Type: \_\_\_\_\_ Diameter \_\_\_\_\_ inches Length \_\_\_\_\_ ft

Describe Erosion Control: \_\_\_\_\_

Location of driveway: \_\_\_\_\_

Access point to town highway: \_\_\_\_\_

Sketch map provided:  Yes  No Plat map provided:  Yes  No

**Private driveway requirements include:**

- Road width at the intersection of the driveway no less than twenty (20) feet.
- Minimum width of 12 feet.
- Clearance width at the intersection of no less than twenty-four (24) feet.
- Steel or plastic culvert, if necessary, no less than thirty (30) feet.
- Width clearance of sixteen (16) feet free of trees, brush, wires, or other potential obstructions for access of emergency equipment.
- Height clearance of sixteen (16) feet free of trees, brush, wires or other potential obstructions necessary for access by emergency equipment.
- Slope away from the public road at a minimum of one percent (1%) and a maximum of five percent (5%) to prevent erosion onto the public road.
- Angle of any intersection of a town road and driveway of ninety (90) degrees.
- Construction to withstand the weight of emergency vehicles.
- At the end of the driveway a turnaround or some other method for emergency vehicles to exit the property shall be established and approved by the town board or its designee.
- Curves in the driveway shall have an inside radius of not less than thirty-six (36) feet.
- Ditch to provide proper elevation to provide adequate drainage.
- No vertical retaining walls of any type of construction is allowed.
- Minimum standards are required for entry for agricultural purposes into a field or woods that border a town road.
- Any variance from these requirements must have prior approval from the town board.

**Culvert requirements include:**

- Any culvert necessary for proper drainage shall be installed at the owner's expense after elevation and location is obtained from the town board.
- The culvert will be maintained and replaced by the property owner when needed.
- The minimum length of any culvert installed shall be at least two (2) feet greater than the base course width. In no case shall the culvert be less than fifteen (15) inches in diameter.
- The duplicate flare or slope of the culvert shall have a three (3) to one (1) slope.

**Installation requirements include:**

- Any underground facilities already in place in the area must suitably be protected from damage.
- The town right-of-way shall be restored promptly.
- The entire cost of installing and maintaining the driveway is at the owner's expense.
- Any boulders, stumps or other debris must be removed in a manner acceptable to the town.
- Any road surfaces, slopes, shoulders, ditches, culverts and vegetation that is disturbed must be restored.
- No blasting within the limits of the town right-of-way is permitted unless specifically authorized by the permit

**Please return to the Town of Wausau Zoning Administrator along with the appropriate fee:** Larry Vesely,  
Zoning Administrator, 231302 Shenandoah Ridge RD, Wausau, WI 54403, 715 574 9186