

TOWN OF DUPONT
APPLICATION FOR ACCESS PERMIT TO MAKE AN EXCAVATION OR FILL,
OR TO INSTALL A CULVERT ON A TOWN ROAD

Per Chapter 86.07(2), Wisconsin Statutes, "No person shall make any excavation or fill or install any culvert or make any other alteration in any highway...without a permit therefore from the highway authority maintaining the highway." The undersigned requests a permit for the purpose of:

Owner: _____ Name _____ Address _____ City State Zip _____ Phone	Contractor: _____ Name _____ Address _____ City State Zip _____ Phone
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Parcel # _____ CSM # _____

Location:
Town Road _____, _____ miles north south east west
(Circle one)
from Town Road _____ in Section No. _____.

Width of **DRIVEWAY** (not culvert) requested: _____.
Fire number or address of proposed access: _____.
Date proposed work will be started: _____.

Before the Town of Dupont Board takes any action on this application, the Board's representative will make a field inspection of the proposed access location. Please stake out the requested access location.

Permits must be issued in the name of the property owner. The required **\$25.00 application fee**, payable to the Town of Dupont, will be collected at the time of inspection by the Town of Dupont Zoning Administrator. The culvert/driveway must be installed and completed within 60 days from the date of application.

The owner, or contractor acting on behalf of the owner, hereby certifies that the information submitted on and with this application, is true and correct to the best of their knowledge. The owner hereby grants Town of Dupont officials permission to enter the subject property to inspect the above-described project(s) for compliance with all applicable conditions and ordinances.

Permit Fee \$ _____ Owner/Contractor Signature _____
Check # _____ Zoning Official Signature _____
Date: _____

SECTION 1 – REQUIREMENTS

These requirements apply to new driveways.

1. Access road and driveway construction or alteration requires a permit issued by a Town Board Member or the Zoning Administrator.
 - a) Driveways accessing any State or County road will require approval from that governing body for location or culverts and only the driveway portion is covered under the provisions of this ordinance.
2. Access road and driveways must:
 - a) have a minimum side to side width clearance of 20 feet
 - b) have a minimum road base width of 16 feet
 - c) have a minimum driving surface of 12 feet
 - d) have a minimum height clearance of 13.5 feet
 - e) have a slope no greater than 10% unless documentation is obtained stating that slope will not affect public safety in providing emergency services
 - f) be able to sustain a minimum weight load of 30 tons (to support weight of fire equipment)
 - g) have the first 12 feet from the edge of the highway be near level, but slightly lower than the highway, to allow for water drainage
 - h) have a minimum of 5 inches of crushed rock or equivalent
 - i) intersect with town roads at right angles
 - j) have a sight distance of 250 feet in any direction along the town road being intersected, if the legal speed limit is 35 miles or less. If the speed limit is over 35 miles, sight distance should be 350 feet
 - k) be at least 100 feet from any intersection
 - l) be placed no closer than 10 feet from the lot line, as measured from the lot line to the nearest edge of the shoulder or the ditch, whichever is nearest.
3.
 - a) Access roads and driveways that are over 250 feet in length that end in a dead end, provide an area sufficient for a turn around of a tandem axle truck and must have approval of town Planning commission and town board.
 - b) Any new driveway (upon adoption of this ordinance) that extends further than 500 feet from a public right-of-way must have a passing lane for emergency vehicles (maintained in all weather conditions), and a graveled 50 foot diameter turnaround adjacent to the residence and outbuildings, reviewable and acceptable to the local fire department of jurisdiction. The passing lane must have an 18 foot wide base and run 40 feet for every 500 feet of driveway.
4. All access roads that connect a driveway to a public road must also adhere to these rules (as in frontage or connecting roads).
5. Culverts (if required) must:
 - a) be new, have a minimum of 15 inch diameter, a minimum of 30 feet in length, and be of galvanized steel construction
 - b) have unfinished end caps (no rock, wood, blacktop or concrete finishing)
 - c) be installed at the same grade as preexisted
 - d) be adequate for drainage
 - e) be installed prior to the issuance of land, conditional use, or any building permit.
6. Proper steps must be taken for erosion control
7. The driveway must be finished within 60 days following start of the driveway or the driveway will be finished by the town at the property owner's expense.