



# APPLICATION/PERMIT TO INSTALL ACCESS DRIVEWAY TO A TOWN ROAD

Town of Ledgeview  
3700 Dickinson Road  
De Pere, WI 54115

The undersigned and designated applicant requests permission to construct the driveway(s) hereinafter described on Town right-of-way, and, in consideration of being granted permission, as evidenced by the approval of the authorized representative of the Town, binds and obligates himself to construct the driveway(s) in accordance with the description contained herein and sketches, if any, attached hereto, and to abide by the general requirements and location design and construction requirements set forth on this and the reverse side of this form.

Location Address \_\_\_\_\_  
Building Contractor/Owner \_\_\_\_\_  
Building Contractor/Owner Email \_\_\_\_\_ Phone # \_\_\_\_\_  
Concrete Contractor \_\_\_\_\_ Phone # \_\_\_\_\_

### URBAN DRIVEWAY DETAILS

1. Residential driveways shall be a width of less than 16 feet nor greater than 28 feet measured at right angles to the centerline of the driveway, 24' for two stall garage, 26' for 3 stall garage, 28' for 4 stall garage. No commercial driveway shall have a width less than 16 feet nor greater than 36 feet measured at right angles to the centerline of the driveway. For the curb cut section, use the measured opening of the driveway at right-of-way line or if sidewalk is to be placed use the sidewalk line plus a variable flair dependent on garage size on each end of the driveway at the gutter line totaling a curb cut for residential of 30 feet and commercial of 40 ft maximum.
2. A driveway shall be located and restricted as to width as necessary so that the entire driveway and its appurtenances are contained within the frontage along the town road of the property served. At public town road intersections, a driveway shall not provide direct ingress or egress to or from the public town road intersection area and shall not encroach on or occupy areas of the town road or right-of-way deemed necessary for effective traffic control or for town road signs or signals (urban driveways shall be 75 feet from any intersection). A driveway shall be so located and constructed that vehicles approaching or using it will have adequate sight distance in both directions along the town road.
3. In the event that the water shut off is in the driveway or sidewalk, a curb stop box and cover shall be used. PVC piping around the water shut off is not permitted.
4. Multi-family urban driveways shall have a minimum of 5 feet greenspace between driveways. Each driveway shall be a maximum width of 24 feet with a maximum curb cut opening of 27 feet.

### RURAL DRIVEWAY DETAILS

1. Rural driveways shall be a width of less than 16 feet nor greater than 28 feet measured at right angles to the centerline of the driveway, 24' for two stall garage, 26' for 3 stall garage, 28' for 4 stall garage at the property/ROW line. At the road edge, driveways shall be no wider than 34' for 2 stall garage, 36' for 3 stall garage and 38' for 4 stall garage.
2. The surface of the driveway connecting with rural type town road sections shall slope down and away from the town road shoulder a sufficient amount and distance to preclude ordinary surface water drainage from the driveway area flowing onto the town road. The driveway shall not obstruct or impair drainage in town road side ditches or road side areas. Driveway culverts, where necessary, shall be adequate for surface water drainage along the town road and in no case less than the equivalent of 18-inch diameter pipe in new or like new condition by 30 feet in length minimum. Diameter to be determined by Town representative or hydraulic study if deemed necessary by the Town representative. The length of the pipe shall be determined by owner according to the attached details for rural driveways. Pipe material shall be either corrugated metal or concrete.
3. Driveway side slopes shall be of earth material or small easily moveable stone. No concrete, large stone or bituminous side slopes shall be constructed. End walls are required. The slope of the walls shall not be steeper than a 3:1 slope and the elevation of the walls shall not protrude above the grade of the driveway.
4. Rural driveways may be gravel, asphalt or concrete. For all new and existing driveways, concrete can be used in the Town right-of-way, if concrete is used in the Town right-of-way and the Town needs to remove the concrete for any reason, the concrete shall be replaced with asphalt or concrete, whichever is more advantageous to the Town.
5. Soil on driveway slopes shall be permanently stabilized within 9 months of installation. Interim erosion control shall be

according to Town Erosion Control Ordinance.

6. All culverts must be approved by the Town of Ledgeview.

#### GENERAL REQUIREMENT AND RESTRICTIONS

1. The applicant represents all parties in interest, and that any driveway or approach constructed is for the intended purpose of securing access to the property and not for the purpose of parking or servicing vehicles, or for advertising, storage or merchandising of goods on the town road right-of-way.
2. The permittee shall furnish all materials, do all work, and pay all costs in connection with the construction and maintenance of the driveway and its appurtenances on the right-of-way. Materials used and type and character of work shall be suitable and appropriate for its intended purpose, and the type of construction shall be as designated and subject to approval of the Town of Ledgeview. The permittee shall make the installation without jeopardy to or interference with traffic using the town road. Town road surfaces, shoulders, ditches and vegetation disturbed shall be restored to equivalent or original condition by the permittee.
3. No revisions or additions shall be made to the driveway or its appurtenances on the right-of-way without the written permission of the Town of Ledgeview.
4. The Town of Ledgeview reserves the right to make such changes, additions and relocations within statutory limits on the right-of-way as may at any time be considered necessary to permit the relocation, widening and maintaining of the town road, or to provide proper protection to life and property on the town road.
5. The applicant, his successors or assigns, agrees to hold the Town of Ledgeview, its agents and employees, harmless against any action for personal injury or property damage sustained by reason or exercise of this permit.
6. The Town of Ledgeview does not assume any responsibility for the removal or clearance of snow, ice or sleet, or the opening of windrows of such material, upon any portion of any driveway or entrance along any town road, even though snow, ice or sleet is deposited or windrows of said driveway or entrance at the time engaged in normal winter maintenance operations.
7. That the construction operation contemplated under the terms of this permit shall conform to all requirements for the specific class of work as may be set forth in the Wisconsin Statutes and to the regulations imposed by all legally empowered commission boards, or individuals having jurisdiction therein.
8. The number of driveways permitted serving a single property frontage along a town road shall be the minimum deemed necessary by the Town of Ledgeview for reasonable service to the property without undue impairment of safety, convenience, and utility of the town road.
9. The Town of Ledgeview reserves the right to correct any deficiencies that have not been addressed and shall charge all associated costs to the owner/applicant.
10. Any change in land use which would generate greater traffic volume would nullify this agreement for access and a new application must be submitted.
11. This permit expires one year from the date of approval.
12. All driveways will be subject to Ledgeview ordinance §94-3 Driveways and access to Town Roads and §94-4 Sidewalk and urban driveway construction.

#### FIRE DEPARTMENT RESTRICTIONS

1. For driveways less than 150 long, it is required to be a minimum of 14 feet wide, and have 13.5 feet of vertical clearance. For driveways that are longer than 150 feet, it will be considered an access road and not a driveway, permittee will be required to maintain a minimum width of 20 feet with a vertical clearance of 13.5 feet
2. Driveways must maintain the support strength of 80,000lbs.
3. Grade of driveway or access road must not exceed one foot of elevation change in less than 20 feet.

Number of driveways \_\_\_\_\_ Width of top of driveway \_\_\_\_\_ feet Width of top of Curb Cut \_\_\_\_\_ feet

Driveway types

- rural (culvert)
- urban
- existing driveway extension
- field entrance

- permanent driveway
- temporary driveway

Expiration date \_\_\_\_\_, 20\_\_\_\_  
(driveway must be removed by above date)

Driveway surface

- gravel
- asphalt
- concrete (urban req'd)

Proposed land use

- residential
- farm
- commercial \_\_\_\_\_

Pipe Specification

- corrugated metal culvert pipe (CMCP)
- concrete pipe (RCP)

Please set out a stake, flag or some other identifying marker on the center of proposed installation. A diagram may be drawn below.

Driveway Diagram:

The work proposed under this permit will be completed by \_\_\_\_\_ 20\_\_\_\_.

\_\_\_\_\_ Length \_\_\_\_\_ diameter of culvert pipe required Hydraulic study required  Yes  No

SPECIAL REQUIREMENT AND/OR RESTRICTIONS This application and terms and conditions of proposed permit agreed to by:

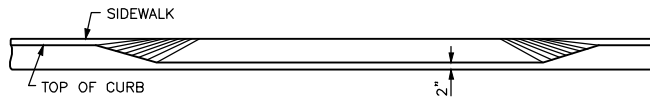
**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**FEES:** New Home: \$80.00 Additional Driveway/Extension: \$80.00 Agricultural Driveway: \$50.00 Check #: \_\_\_\_\_

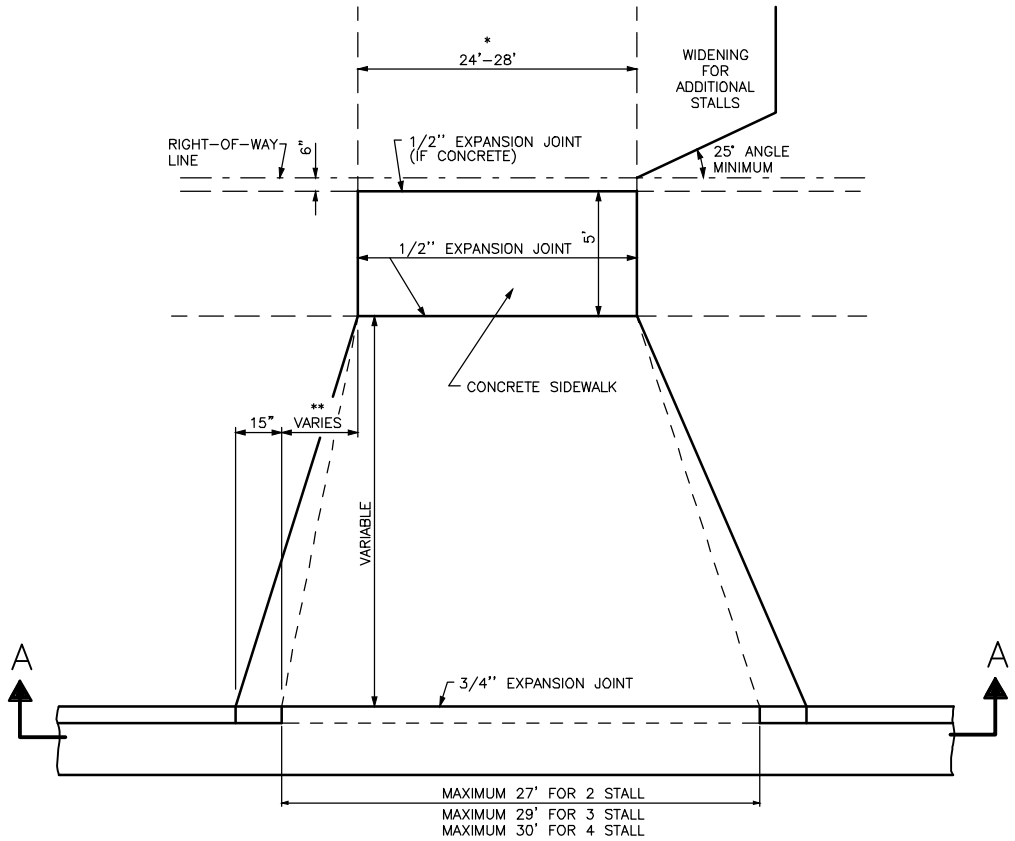
This application and terms and conditions of proposed permit agreed to by:

**Town Authorization:** \_\_\_\_\_ **Date:** \_\_\_\_\_

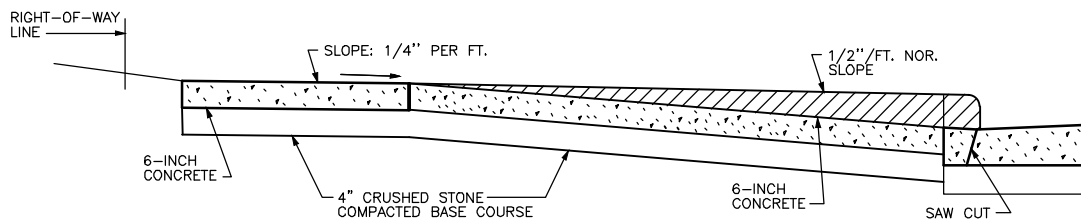
- \* URBAN RESIDENTIAL DRIVEWAYS SHALL BE NO GREATER THAN:
  - 24' FOR 2 STALL GARAGE
  - 26' FOR 3 STALL GARAGE
  - 28' FOR 4 STALL GARAGE
- \*\* 18" NORMAL  
12" FOR 28' WIDE DRIVEWAY



SECTION A-A



PLAN



SEE "CURB CUT AND REPLACEMENT" DETAIL FOR CUTTING CURB AND GUTTER

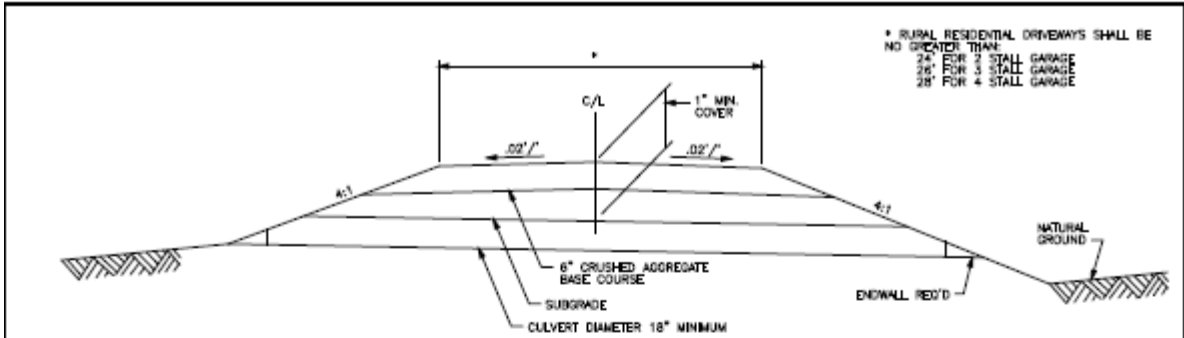
PROFILE

TOWN OF LEDGEVIEW  
RESIDENTIAL - SINGLE FAMILY  
URBAN DRIVEWAY DETAIL

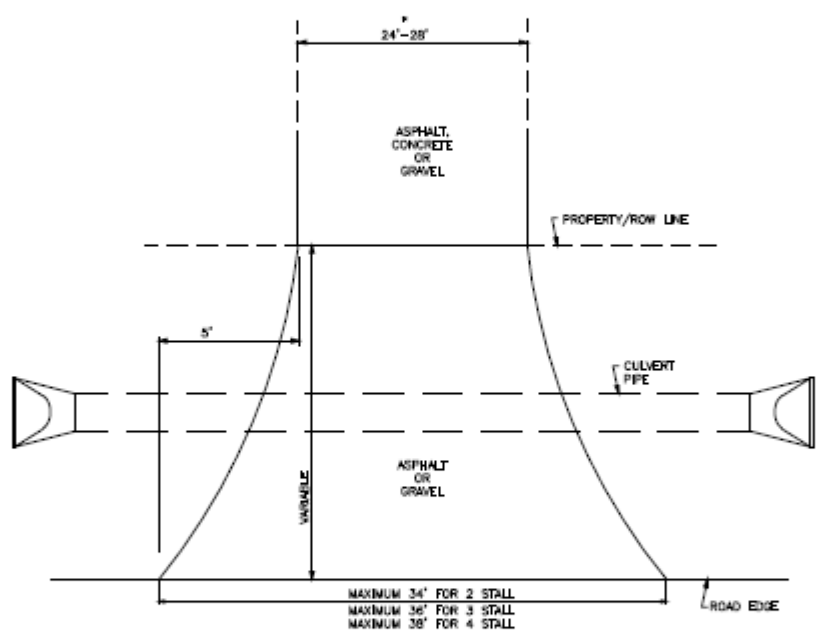


Mead & Hunt, Inc.  
1702 Lawrence Drive  
De Pere, WI 54115  
phone: 920-496-0500  
meadhunt.com

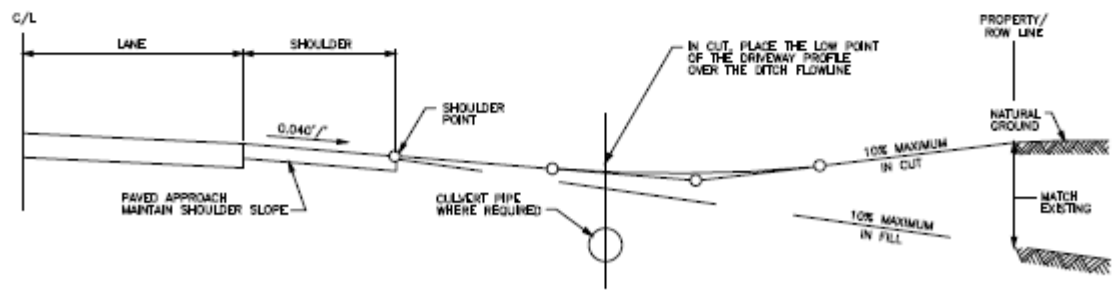
DATE:	FEBRUARY 2023
SCALE:	NOT TO SCALE
DRAWN BY:	
FILE NAME:	
PROJECT NO.:	



TYPICAL CROSS SECTION FOR PRIVATE DRIVE OR FIELD ENTRANCE



PLAN



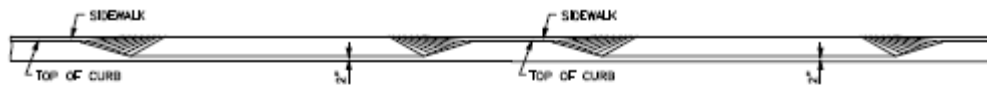
TYPICAL DRIVEWAY PROFILES

TOWN OF LEDGEVIEW  
RESIDENTIAL - SINGLE FAMILY  
RURAL DRIVEWAY DETAIL

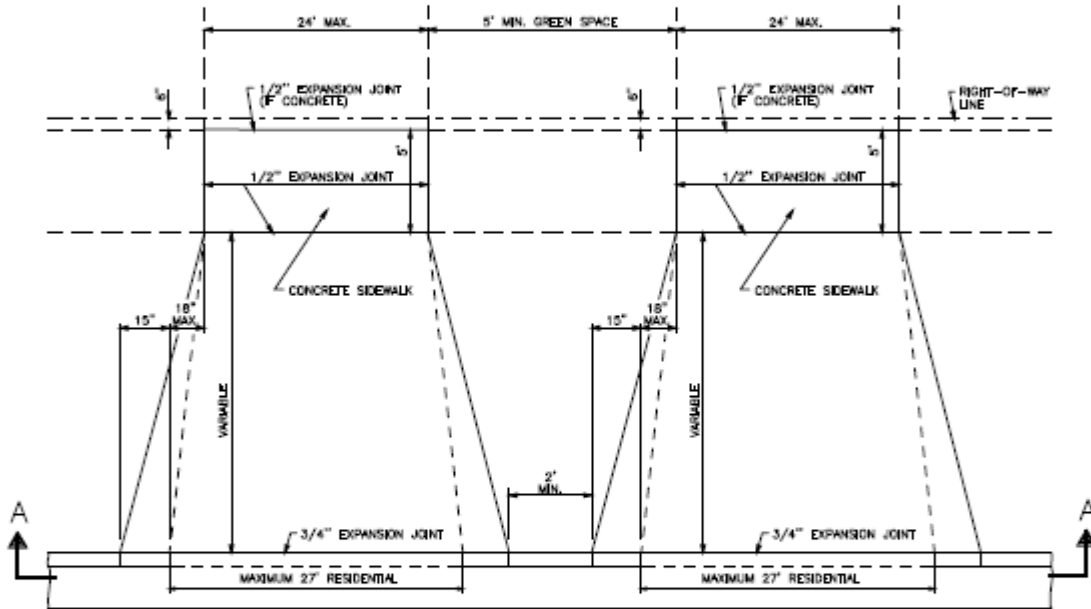


Mead & Hunt, Inc.  
1702 Lawrence Drive  
De Park, WI 54115  
phone: 920-486-0500  
meadhunt.com

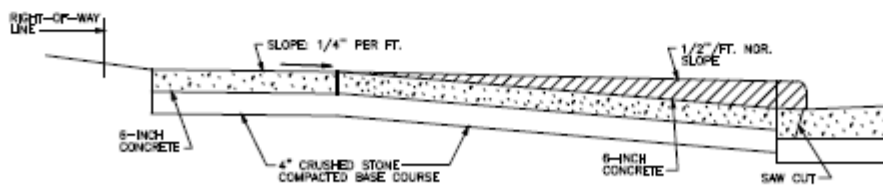
DATE:	FEBRUARY 2023
SCALE:	NOT TO SCALE
DRAWN BY:	
FILE NAME:	
PROJECT NO.:	



SECTION A-A



PLAN



SEE "CURB CUT AND REPLACEMENT" DETAIL FOR CUTTING CURB AND GUTTER

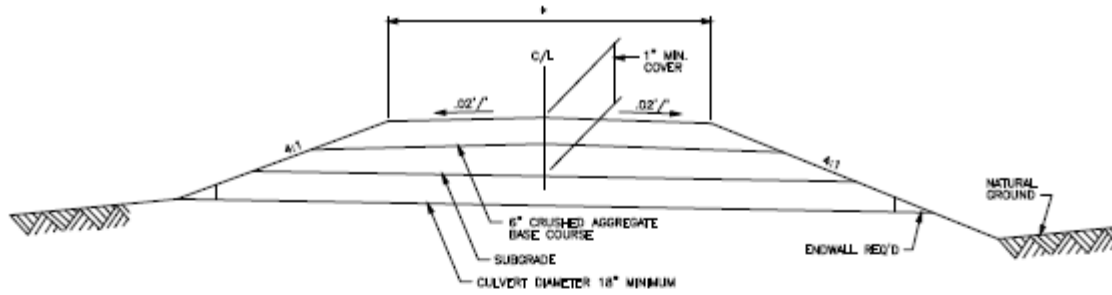
PROFILE

TOWN OF LEDGEVIEW  
RESIDENTIAL - MULTI-FAMILY  
URBAN DRIVEWAY DETAIL

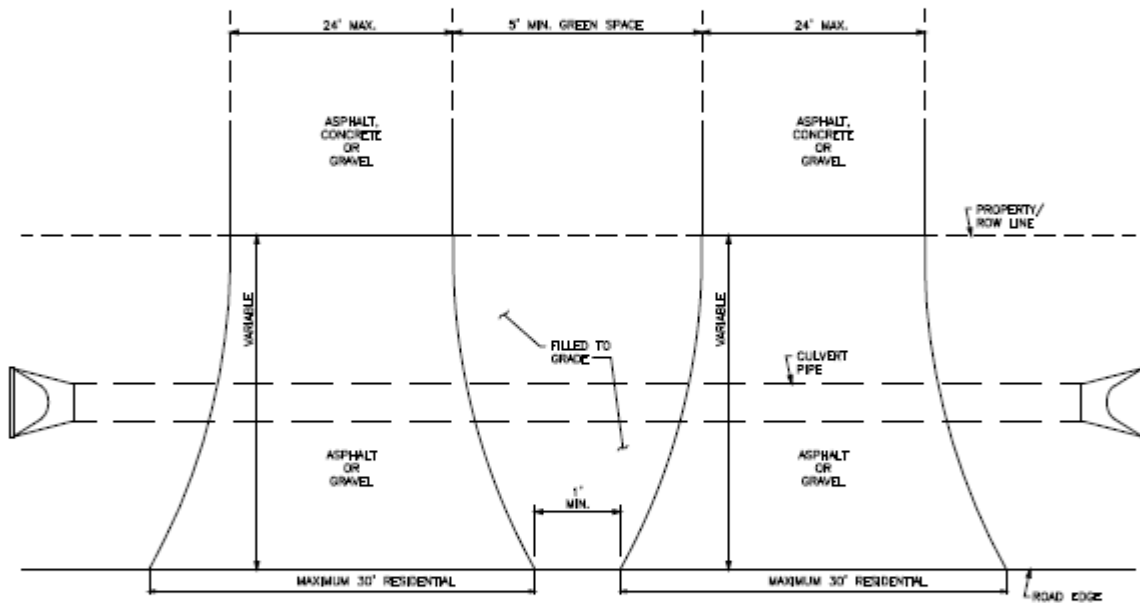
**Mead & Hunt**

Mead & Hunt, Inc.  
1702 Lawrence Drive  
De Pere, WI 54115  
phone: 920-495-0500  
mead@hunt.com

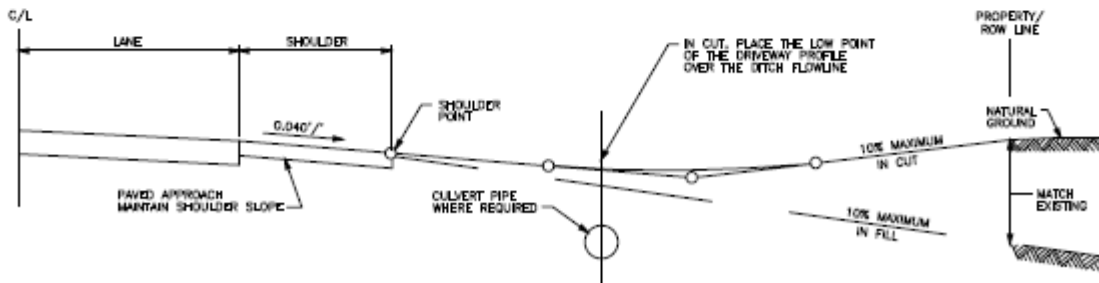
DATE:	FEBRUARY 2023
SCALE:	NOT TO SCALE
DRAWN BY:	
FILE NAME:	
PROJECT NO.:	



TYPICAL CROSS SECTION FOR PRIVATE  
DRIVE OR FIELD ENTRANCE



PLAN



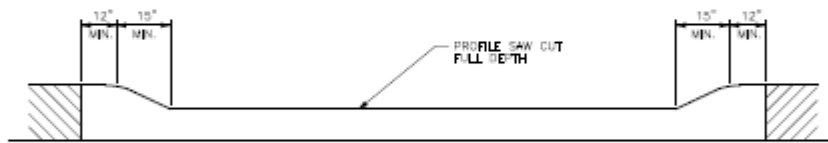
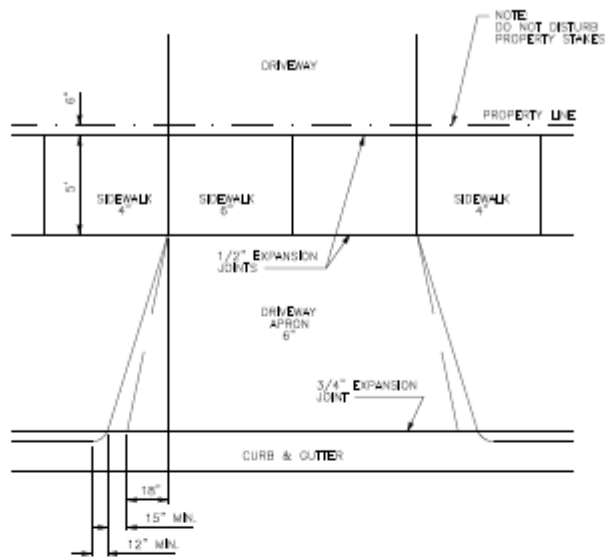
TYPICAL DRIVEWAY PROFILES

TOWN OF LEDGEVIEW  
RESIDENTIAL - MULTI-FAMILY  
RURAL DRIVEWAY DETAIL

**Mead  
& Hunt**

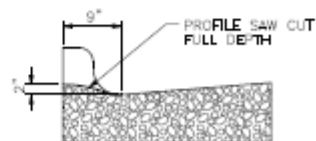
Mead & Hunt, Inc.  
1702 Lawrence Drive  
De Pere, WI 54115  
phone: 920-966-0500  
meadhunt.com

DATE: FEBRUARY 2023  
SCALE: NOT TO SCALE  
DRAWN BY:  
FILE NAME:  
PROJECT NO.:



IF MOUNTABLE CURB  
THEN NO SAW CUTTING REQUIRED

1. DRIVEWAY ENTRANCES AND SIDEWALK SHALL BE 6" THICK, MINIMUM.
2. 6% MAXIMUM AIR ENTRAINED.
3. ALL CURB CUTS SHALL BE MADE BY A RAIL MOUNTED HYDRAULICALLY CONTROLLED OR HIGH CYCLE ELECTRIC, LARGE DIAMETER SAW DESIGNED SPECIFICALLY FOR THIS METHOD OF CURB HEAD REMOVAL.



TOWN OF LEDGEVIEW  
CURB CUT and REPLACEMENT



Mead & Hunt, Inc.  
1700 Lawrence Drive  
De Pere, WI 54115  
phone: 920-965-0500  
mead@hunt.com

DATE	12/15/2018
SCALE	NOT TO SCALE
DRAWN BY	
CHECKED BY	
PROJECT NO.	