

TOWN OF SPRING LAKE DRIVEWAY PERMIT

All new driveways, changes to an existing driveway surface, grade or width and relocating driveways having town road access requires a Permit for Access Driveway. Application permits for driveways with a state highway or county road access are available from the Wisconsin Department of Transportation or Pierce County Highway Dept.

- First: A \$100 permit fee is due upon filing the Permit for Access Driveway: Town Road. Driveways must be complete and ready for final inspection within one year of permit approval. Make checks payable to Town of Spring Lake. For improvement to an existing driveway, there is no charge; however a permit is still required.
- Second: The permittee shall furnish all materials, do all work, and pay all costs in connection with the construction of the driveway and its appurtenances on the road right of way. In every instance, the subsequent maintenance of the driveway and of its appurtenances within the limits of the road right of way shall be the responsibility, of the indicated permittee, who shall be obligated to pay all costs and accomplish all works necessary in relation to the said maintenance of the driveway facility. Materials used and the type and character of the work shall be suitable and appropriate for the intended purpose.
- Third: 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 board.
- Fourth: The Town of Spring Lake reserves the right to make such changes, additions, repairs and relocations within statutory limits to the driveway or its appurtenances on the right of way as may at any time be considered necessary to facilitate the relocation, reconstruction widening and maintaining of the town road, or to provide proper protection to life and property on or adjacent to the road.
- Fifth: The permittee, his successors or assigns agree to hold harmless the Town of Spring Lake and it's duly appointed agents and employees against any action for personal injury or property damage sustained by reason of the exercise of this permit.
- Sixth: The Town of Spring Lake 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 windrowed on said driveway or entrance by its authorized representatives engaged in normal winter maintenance operation.
- Seventh: The permittee is responsible for notifying the Town Board upon driveway inspection.

LOCATION, DESIGN AND CONSTRUCTION

The location, design, and construction of the driveway shall be in accordance with the following policy and limits, which limits are in no case to be exceeded unless specifically authorized by the Town of Spring Lake. The primary concern for the driveway is to be safe access to township roads.

- (a) A driveway shall be located by the Town of Spring Lake and restricted as to width as necessary so that the entire driveway, roadway and its appurtenances are contained within the frontage along the town road of the property served. At public inspections a driveway shall not provide direct ingress or egress to or from the public intersection area and shall not encroach on or occupy areas of the roadway or right of way deemed necessary – for effective traffic control or for town road sign or signals. A driveway shall be so located and constructed that vehicles approaching or using it will have adequate sight distance in both directions along the road.
- (b) The number of driveways permitted serving a single property frontage along a town road shall be the minimum deemed necessary by the Town of Spring Lake for reasonable service to the property without undue impairment of safety, convenience and utility of the road.
- (c) The surface of the driveway connection with rural-type road sections shall slope down and away from the road shoulder a sufficient amount and distance to preclude ordinary surface water drainage, from the driveway area flowing on the town roadbed.
- (d) The driveway shall not obstruct or impair drainage in road side ditches or roadside areas. Driveway culverts, where necessary, shall be adequate for surface water drainage along the road and in no case be less than the equivalent of 15-inch diameter pipe. The culvert length is 26 feet unless otherwise specified by the town and must be constructed from material that is suitable and intended for culvert use. All culverts should have end walls. Culverts cannot be purchased through the town.

The following driveway specifications shall apply:

Minimum road surface width	12 feet
Minimum width clearance within town right of way	22 feet
Minimum height clearance free of trees, wires, etc.	14 feet

All driveways shall accommodate emergency vehicles. The maximum grade for driveways serving residences shall not exceed 12%. 'Turnouts' of 35 feet by 18 feet shall be constructed where indicated by the local emergency response agencies to accommodate safe passage of meeting vehicles. The driveway within the area of the public right of way shall slope away from the public road at a minimum of 6 inches and a maximum of 12 inches in 20 feet, to prevent erosion onto the public road. An adequate road bed base of suitable material to support the projected traffic and any requirements for culverts shall be determined by the Town, in considering an application for driveway approval.

TOWN of SPRING LAKE
PIERCE COUNTY, WISCONSIN DRIVEWAY /
FIELD ACCESS PERMIT

Permit to construct or alter an access connecting to a Town
 (Installation of driveway is the responsibility of the Applicant)

Name _____
 Address _____

Home Phone # _____
 Work Phone # _____
 Mobile Phone # _____

Property Owner's Name (if different): _____

Driveway/Field Access Location:

Driveway located on the North/South/East/West (circle one) side of _____ Avenue/Street (circle one)

Driveway is _____ feet from this intersecting road or nearest driveway _____

Legal description: _____ $\frac{1}{4}$ of the _____ $\frac{1}{4}$, Section _____, T.27N, R.15W, Town of Spring Lake.

Property Computer # _____ - _____ - _____

Plot Plan:

Sketch the driveway location. Label distance from nearest driveway(s) and intersecting road(s). Directional North is typically top of page. If bearings (North/South/East/West) are drawn different, please label accordingly.

EXAMPLE PLOT PLAN:	PLOT PLAN
<p>The diagram shows a vertical line representing 530th St. A horizontal line representing 450th Ave intersects it from the top. Below 450th Ave, a 'New Driveway' is shown as a house icon with an arrow pointing to the right towards 530th St. Further down, an 'N4369 nearest driveway' is shown as a house icon with an arrow pointing to the right towards 530th St. A double-headed vertical arrow between 450th Ave and the new driveway is labeled '1400 ft'. Another double-headed vertical arrow between the new driveway and the N4369 driveway is labeled '375 ft'. A compass rose in the top left corner shows North (N) at the top, South (S) at the bottom, East (E) to the right, and West (W) to the left.</p>	<p style="text-align: center;">LEAVE BLANK for PIERCE COUNTY LAND MANAGEMENT NEW ADDRESS:</p>

TOWN DECISION (Circle One) Denied/Approved

By: _____ Date: _____

Comments: _____

The fee for this driveway permit is \$100.