

TOWN OF COLFAX
 N8409 County Road M
 Colfax, Wisconsin 54730

PERMIT FOR ACCESS DRIVEWAY: TOWN ROAD

Installation of Driveway Responsibility of Applicant

NAME AND ADDRESS OF APPLICANT		TOWN ROAD	COUNTY DUNN
		TOWN OF COLFAX	
NUMBER OF DRIVEWAYS	TYPE OF DRIVEWAYS	PROPOSED LAND USE	COMPLETION DATE

Location of Driveway

_____ side of the road _____ miles _____ of _____

Quadrant _____ Section _____ Township _____ North Range _____

REQUIRED DRAINAGE STRUCTURE	IF NO DRAINAGE STRUCTURE, STATE WHY
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DESCRIPTION OF PROPOSED WORK (INCLUDE SPECIAL RESTRICTIONS, INTERSECTION CLEARANCES, OTHER DETAILS, AND REFERENCE TO ANY SKETCHES WHICH MAY BE ATTACHED.)

*******PLEASE PLACE VISIBLE STAKES AT THE DESIRED LOCATION FOR OUR INSPECTION*******

The surface of the new driveway must be level with the shoulder of the Town Road to a point 33 feet from centerline.

All driveways shall be constructed in accordance with all requirements printed on the reverse side, and any special conditions stated herein. The maintenance of the driveways shall be the responsibility of the applicant.

_____ Phone # _____ Signature of Applicant _____ Date

APPROVED

_____ Town of Colfax Chairman or Designee _____ Date _____ Permit Number

GENERAL REQUIREMENTS

First: 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.

Second: 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.

Third: The Town of Colfax 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.

Fourth: The permittee, his successors or assigns agree to hold harmless the Town of Colfax and its duly appointed agents and employees against any action for personal injury or property damage sustained by reason of the exercise of this permit.

Fifth: The Town of Colfax 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 operations.

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 Colfax.

(a) A driveway shall be located 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 intersections 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 signs 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 Colfax for reasonable service to the property without undue impairment of safety, convenience and utility of the road.

(c) The surface of the driveway connecting 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 onto 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 less than the equivalent of 12-inch diameter pipe.

The following driveway specifications shall apply:

Minimum road surface width.....	12 feet
Minimum width clearance.....	24 feet
Minimum height clearance free of trees, wires, etc.....	18 feet
Maximum grade.....	10%

At least one 25 feet in length and 18 feet in width segment of road surface shall be provided for each 300 feet of driveway length to provide for 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 1% and a maximum of 5% 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.

If culverts are required, the recommended minimum diameter shall be 12 inches, and minimum length shall be 30 feet. At the dead end of all new driveways, a turn around of at least 25 feet radius or some other method to allow vehicles to turn around shall be provided as determined by the Town Board.