

Town of Somerset

Driveway Permit Application

A driveway permit is required for all driveways accessing Town roads, including field/ag. driveways. All Driveway Permit applications submitted for approval to the Town must be accompanied by a Certified Survey Map of the Parcel. Please go to www.landrecords.net or the St. Croix County Register of Deeds in Hudson/Government Center to obtain a map.

Applicant First name

Last name

Applicant Address

Applicant Phone

Subdivision Name

Address Number/Road Number or Name

Legal Description

____ ¼ of the ____ ¼ of Section ____ Township ____ North, Range ____

Estimated Start Date

/ /

Estimated Completion Date

/ /

Proposed Land Use

☐ Residential

☐ Commercial

☐ Ag./Field Access

☐ Temporary

Required Drainage Structure

Upon submittal of this application, it shall be determined by a Town inspection if a culvert is required, and if required, shall meet Wisconsin Department of Transportation requirements and standards and shall be of galvanized, corrugated steel, arch or reinforced concrete or dual wall HDPE construction. The culvert's minimum size shall be 15-inch diameter, 24 feet in length (pipe only), and will additionally have standard galvanized apron end walls.

Description of Proposed Work, Include Special Descriptions, Intersections, Sight Line Distance

Sketch Site Plan Attach it

The proposed site shall be flagged by the applicant prior to Town inspection. All driveways shall have at least a 200' separation on the same side of the road and a minimum 400' sight distance. All driveways must have a minimum top width of 12' and a height clearance of at least 14'. Residential driveways must be level or maximum grade of 2% sloping down from road within 50 feet of the centerline of the intersecting road. There is maximum grade of 12% beyond the 50 feet of the centerline of the intersecting road. All development maps have driveway locations marked on plat and must use that designated location. Please submit a copy of the Certified Survey Map (or Plat Map) to Town w/your Driveway Permit Application. You must follow specification for culverts if required by initial inspection of the Town. No decorative rocks around culvert allowed. The maintenance of the driveway shall be the responsibility of the property owner. Issuance of this permit shall not be construed as a waiver of the applicant's obligation to comply with any more restrictive requirements imposed by local or county ordinances. No installations of driveways are allowed during road restrictions.

UPON COMPLETION OF INSTALLATION OF DRIVEWAY CONTACT TOWN CLERK FOR FINAL INSPECTION BY TOWN

Final Town Inspection Checkoff

Location Meets Sight Lines Sight distance of 400 feet along the intersecting road, measured at a height of 3.5 feet from the shoulder line at the proposed driveway location to 3.5 feet from the road's centerline surface, in both directions

Culvert Meets Ordinance Specifications (If required) 15-inch diameter, 24 feet in length, Galvanized End walls, Final Grading

Driveway Separation All driveways shall have at least a 200' separation on the same side of the road

Driveway Construction and Slope Width Residential 12 Width, Joint Residential 20, Maximum Grade of 12%, Maximum grade of - 2% within 50 feet of the centerline of the intersecting road sloping away from the town road, 90% Angle to Intersecting Road

Commercial Road Specifications (see Sec. 30-202. - Commercial driveway standards.

Complete text of Driveway Access Standards Ordinance available on the Town of Somerset's website at www.townofsomersetwi.com/Government/Ordinances/MuniCode.

[TOS Chapter 30-199 Driveway Design](#)

All driveway permits expire one year from date of issue.

Applicant Signature

Non-Refundable Payment

For Administration use only.

Parcel Number

032-_____

Permit Number

Approved by Town Chair

☐

Yes

☐

No

DatePicker

____ / ____ / ____

Comments

Upload photo of driveway
