

5.0100 DRIVEWAY PERMIT

5.0101 Purpose

The purpose of this section is to regulate, for public health and safety reasons, the establishment, repair, construction, improvement, modification, and reconstruction of private driveways, to assure that the methods of repair, construction, improvement, modification and reconstruction practices used in any driveway will protect properly the public health, safety, and general welfare of persons in the town, and to limit and regulate highway/road access by motor vehicles to any town highway/road in the town.

5.0102 Definitions

- A. “Driveway” means any private way, private road, or other avenue of private travel that runs through any part of a private parcel of land that connects or will connect with any public highway/road, and will provide vehicular access from the highway/road to a residence, business, recreational site, or other similarly appropriate use.
- B. “Emergency vehicle” means any fire, police, ambulance, or first responder vehicle used in emergency or hazard activities in the town.
- C. “Impacted landowner” means an owner of real estate that is provided vehicular access to a public highway/road by a driveway determined to be unsafe.
- D. “Prime or productive agricultural or forestry land” means any land within the town that is currently being farmed or kept in forestry, including cropland and pastureland, or land that is included in government sponsored agricultural or forestry program.

5.0103 Coverage

- A. No person may establish or construct a driveway or reconstruct, reroute, or alter the existing slope of any existing driveway or any town or other highway/road or highway/road right-of-way in the town in relation to the connection of the highway/road or highway/road right-of-way to a driveway, whether new or previously existing, without first obtaining a town driveway permit to be issued by the town board.
- B. Any person prior to and at the time of seeking a town driveway permit must own or have a legal interest in and current legal access to the land to which the permit(s) will apply.

5.0104 Application and Permit Provisions

- A. The town board shall approve a form for application for the town driveway permit, which shall be available from the town clerk-treasurer or from the town’s website.
- B. The applicant for a town driveway permit shall submit to the town clerk-treasurer a completed application for each with the appropriate fee and with

- A. the following attachments:
 - 1. Sketch Map. A rough sketch showing the conceptual idea of the project and approximate location and dimensions of the project. The sketch map may be submitted to the town board prior to the preparation or submission of the other supporting documents in order for the town board to provide initial comments and review of the proposal. However, formal approval for a town driveway permit will not be granted without the submission of complete supporting documents.
 - 2. Plat Map. A plat map indicating the location and dimensions of the desired driveway and highway/road access locations, if any, as well as the parcels immediately adjacent to the applicant's property. Once the town board has reviewed the sketch map, the applicant may be asked to submit preliminary plat or final plat.
 - 3. Slope Analysis
 - 4. Aerial Photo/Site Analysis (optional)
 - 5. Driveway construction plan (optional)
- B. Procedures for the evaluation of the town driveway permit application by the town board, including any required/necessary site inspections of the proposed driveway shall be determined by the town board. Slope and culvert needs will be included in the evaluation.
- C. The town board shall approve or deny every town driveway permit application and may as a condition of issuance place specific restrictions or conditions on the permit, which shall require compliance by the permittee. Reasons for denial may include by are not limited to:
 - 1. The inconsistency or nonconformance of the proposed driveway
 - 2. The driveway, culvert or highway/road access or any combination, when constructed, rerouted, reconstructed or altered as proposed would be dangerous or unsafe for use by persons in the town.
 - 3. The driveway will not provide adequate ingress and egress for emergency vehicles.
 - 4. The application as filed and submitted is found incomplete or contains false material as determined by the town board.
 - 5. An alternative driveway location will preserve or better protect more prime or productive agricultural or forestry land in the town.
 - 6. Alternative driveway location or alternative access to highway/road locations will have less negative land use impact on community, public, or environmentally sensitive parcels of land or facilities in the town, including land adjacent to or near the proposed driveway.
- D. Minimum Requirements
 - 1. On open land (undeveloped) without improvements, a new driveway

- A. findings for any decision to modify or reverse its initial determination.
- B. An application fee that is nonrefundable in an amount determined by a resolution of the town board will be charged for each town driveway permit application. Refer to the Town of Doty Fee Schedule.



Driveway Permit

Applicant's Name _____ Phone _____

Address _____

Owner's Name (if different) _____ Phone _____

Address _____

Application Fee: \$50.00

Application # _____

Valid for 24 months after issue date

Driveway Plan

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1. Location Instructions: Draw in roads or streets, showing building site on road by distance from established landmark. Identify road by name.

2. Site Plan: Draw the location of proposed driveway and mark location. Locate neighboring driveways by distances. Fill in all required measurements:

- If corner lot, show other road, setback and view corridor.

Questions – call Town of Doty at 715-276-7554 or Road Supervisor, John VandenLangenberg at 715-276-3769. Send completed form and fee to Town of Doty, 14899 County Road T, Mountain, WI 54149.

(form approved 9-11-07)