

**TOWN OF WEST BEND
ROAD ACCESS/CULVERT
PERMIT/DRIVEWAY PERMIT**

The undersigned hereby makes application to the Town of West Bend, Washington County, Wisconsin for a permit for access to a town road, and/or culvert permit as depicted on the plan attached hereto. And further agrees to the following conditions:

Public Works Section 8.00 of the Municipal Code

1. Only one driveway access is allowed per residential lot/parcel. Additional means of ingress and egress may be allowed in any other district. Municipal Code Section 8.01(5).
2. No person shall encroach upon or in any way obstruct or encumber any street, sidewalk, public grounds or land dedicated to public use, or any part thereof, or permit such encroachment or encumbrance to be on or remain on any public way adjoining the premises of which he is the owner or occupant, except as provided below. This prohibition includes, by example and not by limitation, CONCRETE DRIVEWAYS OR CONCRETE EXTENSIONS OF DRIVEWAYS. Municipal Code Section 8.02.
3. The prohibition mentioned above shall not apply to the following:
 - a. Public Utility encroachments duly authorized by State law or the Town Board.
 - b. Temporary encroachments or obstructions authorized by permit granted pursuant to State Statute 66.045
 - c. An Asphalt extension of a driveway (driveway approach), to match up with the pavement on a Town road: provided that it is not higher than the road pavement, follows the contour of the road shoulder, and is installed in compliance with Section 8.06 of the Municipal Code (Driveways).
 - d. A concrete extension of a driveway (driveway approach) is permitted, provided that permit is obtained as required by Section 8.06 (1) of the Municipal Code, it is not higher than the road shoulder and **MUST** stop at least five (5) feet from the road pavement.
 - e. All driveways installed, altered, changed, replaced, or extended shall require a permit per Chapter 325, Zoning, Article VI. Traffic, Loading, Parking and Access, 325-49. Driveways must comply with the separation requirements to adjoining lot lines as specified in Appendix C.
 - f. Change in size and location requires a site plan review.

NAME: _____

ADDRESS: _____

PHONE: _____

SIGNATURE: _____

PROJECT LOCATION: _____

LOCATION: _____ FEET FROM _____ PROPERTY LINE

CULVERT SIZE: _____ DIAMETER (MINIMUM 18") _____ LENGTH (MINIMUM 24')

FEE: \$50.00 Dated this _____ day of _____ 20_____