

*TOWN OF ASHIPGUN
P.O. BOX 206, ASHIPGUN WI 53003
(920)474-4781*

DRIVEWAY/CULVERT/FIRE MARKER PERMIT

Permit is good for only 120 days. Driveway and culvert must be installed within 120 days.

Name of applicant _____

Phone number _____

Address of applicant _____

Location of work to be done _____

Description of work to be done _____

New address will be _____

Digger's Hotline must be notified to mark all underground utilities.

_____ \$ 75 Fire Number Fee

_____ \$100 Driveway Permit Fee

_____ \$ 45 Culvert Permit Fee

I have read and understood the conditions of this permit pursuant to the Town of Ashippun Code of Ordinances Section 27.01.010 relating to disturbing the roadway and Section 27.01.030 relating to road specifications. I understand that if the road is not built to specifications or restored to its original condition or better, the Town may rebuild the road to their specifications and bill me for the costs of said reconstruction.

Signature of Applicant

Town Highway Supervisor

Date

TOWN OF ASHIPGUN DRIVEWAY AND CULVERT ORDINANCE

8.02 DRIVEWAYS AND CULVERTS. (1) PERMIT REQUIRED. No person shall construct, install, or replace any culvert or driveway without first obtaining a culvert and/or driveway permit from the Town Chairperson or his designee at least 7 days before work is proposed to be undertaken. The applicant for a culvert or driveway permit shall file the application with the Highway Superintendent and furnish a dimensioned drawing designating his property lines, the location and width of the proposed driveway and the location of any driveway within 20 feet and any intersection within 150 feet of the proposed driveway.

(2) FEE. The fee for a culvert replacement or culvert and driveway permit is listed in the Town Fee Schedule.

(3) SPECIFICATIONS AND STANDARDS. Driveways and culverts shall be constructed and installed in accordance with the following specifications and standards:

(a) *Driveways.* 1. No driveway shall be less than 4 feet nor more than 30 feet in width unless a modification is approved by the Town Board in writing.

2. Except where curb and gutter have been constructed, no concrete driveway shall be constructed within 5 feet of the paved surface of the highway. Asphalt, stone, paver block, pea gravel, 1/4" chips or reclaimed black top may be used as construction material within said 5-foot area.

3. The location of the driveway is subject to the approval of the Highway Superintendent. No driveway shall be located to interfere with an intersection.

4. No more than one driveway entrance shall be permitted for any lot or premises unless the highway Superintendent determines a second driveway is necessary and feasible and will not unduly impair highway safety.

5. In the event curb and gutter is cut for a driveway approach, the curb return shall be constructed in a workmanlike manner.

(b) *Culverts.* When required by the Highway Superintendent, the property owner shall install culvert pipe at the owner's expense and in accordance with the conditions set forth in the permit. All culverts shall be 16-gauge minimum galvanized metal construction and shall be at least 30 feet long and 15 inches in diameter unless a different size culvert is required by the Highway Superintendent.

(4) DRIVEWAY AND CULVERT CONSTRUCTION PROCEDURE. Upon receiving an application for a new or replacement driveway and/or culvert, the Highway Superintendent shall cause the project to be staked out for grade within 7 days. After completion of the project, the owner shall request the highway Superintendent to inspect it. If the Inspector determines that a construction is not in accordance with the specifications, the owner shall have 30 days to make the required corrections and, if not so made, the Town Board shall cause the same to be made and cause the cost thereof to be placed on the tax roll as a special charge pursuant to §66.0627, Wis. Stats.

(5) EXISTING CULVERTS. The Highway Superintendent may investigate and approve or disapprove existing culverts or other drainpipes placed in the Town rights of way. The Superintendent may require the owner of an abutting property to remove, or cause to be removed or replaced with adequate facilities, any culverts or drain pipes which do not conform to the requirements as provided herein when, in his judgment, it is necessary to do so, wither for the orderly construction, maintenance or repair of any such Town road or in providing for a proper drainage system thereon.

(6) CONDITIONS FOR BUILDING PERMITS. No building permit for the lot or parcel shall be issued by the Building Inspector until he is satisfied that the driveway, culvert and ditch grading have been properly placed and that sufficient gravel has been placed on the driveway to afford ingress and egress.

TOWN OF ASHIPUN OBSTRUCTIONS AND ENCROACHMENTS PROHIBITED ORDINANCE

8.03 OBSTRUCTIONS AND ENCROACHMENTS PROHIBITED. (1) GENERAL. No person shall encroach upon or in any way obstruct or encumber any road, sidewalk, public grounds or land dedicated to public use, or any part thereof, if permit such encroachment or encumbrance to be placed or remain on any public way adjoining the premises of which he is the owner or occupant, except as provided in subs. (3) and (4) below.

(2) TREES AND SHRUBBERY. No trees or shrubbery shall be planted in the right of way. All trees or shrubbery planted in violation of this subsection shall be removed by the Town and the cost of such removal shall be charged to the property owner. Trees on private property overhanging a right of way shall be trimmed 15 feet above the right of way.

(3) MAILBOXES AND NEWSPAPER BOX PLACEMENT. Mailboxes and newspaper boxes shall be placed no closer than the farthest edge of the road shoulder and should be exposed 15 feet on each side of the mailbox or newspaper box during the snow season.

(4) EXCEPTIONS. The prohibition of sub. (1) 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 §66.0425(3), Wis. Stats.