

**TOWN OF WILTON  
DRIVEWAY PERMIT APPLICATION**

**PERMIT INFORMATION**

To be filled out by applicant

Name of Applicant \_\_\_\_\_ Phone No. \_\_\_\_\_ Date \_\_\_\_\_

Present Mailing Address \_\_\_\_\_ City \_\_\_\_\_

State \_\_\_\_\_ Zip \_\_\_\_\_

Town Road Involved \_\_\_\_\_ Number of Driveways \_\_\_\_\_

Type of Driveway Requested: Residential \_\_\_\_\_ Proposed Road \_\_\_\_\_ Other \_\_\_\_\_

Township of Wilton: \_\_\_\_\_ 1/4 of the \_\_\_\_\_ 1/4, of Section \_\_\_\_\_

Approximate location of driveway: (Provide name of nearest road intersection and distance from that intersection): \_\_\_\_\_  
\_\_\_\_\_

On which side of town road highway will driveway be located? \_\_\_\_\_

Has property been surveyed or subdivided? Yes \_\_\_\_\_ No \_\_\_\_\_

Certified Survey Map No: \_\_\_\_\_ Vol: \_\_\_\_\_ Page: \_\_\_\_\_

Unusual features of driveway request : (i.e. wider driveway for school bus, visibility, etc.)  
\_\_\_\_\_

**APPLICANT WILL PLACE STAKES IN DITCHLINE WHERE DRIVEWAY IS PROPOSED, SO THAT THE TOWN OF WILTON BOARD OR DESIGNEE CAN INSPECT LOCATION.**

I, the undersigned applicant do hereby certify that I have requested this driveway permit and that I have read, understand, and agree to abide by all the applicable provisions and restrictions which are shown on the reverse side of this application.

Please read owners covenant on reverse side.

\_\_\_\_\_  
Owners Signature

\_\_\_\_\_  
Date

Date Checked: \_\_\_\_\_ By \_\_\_\_\_

Permit Approved: \_\_\_\_\_ Date \_\_\_\_\_

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WISCONSIN STATUTES 86.05 that "Whenever it is necessary, in making any highway improvement to cut or fill or otherwise grade the highway in front of any entrance to abutting premises, a suitable entrance to the premises shall be constructed as a part of the improvements: and if the premises are divided by the highway, then one such entrance shall be constructed on each side of the highway. Thereafter each entrance shall be maintained by the owner of the premises. During the time the highway is under construction, the state, county, city, village or town shall not be responsible for any damage that may be sustained through the absence of an entrance to such premises".

WISCONSIN STATUTE 86.07(2) provides that "No person shall make any excavation or fill or install any culvert or make any other alteration in any highway or in any manner disturb any highway or bridge without a permit therefore from the highway authority maintaining the highway. Such permit shall contain the statement and be subject to the condition that the work shall be constructed subject to such rules and regulations as may be prescribed by said authority and be performed and completed to its satisfaction.

**TOWN OF WILTON**  
**Ordinance 07-08-01**  
**Driveway Ordinance**

**Section 1: Title/Purpose**

This ordinance is entitled the Town of Wilton Driveway Ordinance. The purpose of this ordinance is as follows:

Whereas interest has been expressed to establish standards for driveways that will promote the public health, safety and general welfare of the community for adequate access from private development to a public right of way.

**Section 2: Authority**

The Town Board of the Town of Wilton has the specific authority, powers and duties pursuant to Sec 60.61, 60.62 and 60.23 (1988-89) Wis. Stats, pursuant to the specific statutory sections noted to this ordinance and/or by its adoption of village powers under Sec 60.10 to zone certain areas in the Town of Wilton and to regulate, prohibit and restrict construction, alteration, erection and enlargement of certain businesses and operations in the Town of Wilton.

The Town Board of the Town of Wilton has been granted village powers pursuant to Sec 60.10 Wis Stats and the town meeting dated April 17, 1998 granted the authority of the Town Board of the Town of Wilton to zone pursuant to Sec 60.62 (1988-89) Wis Stats.

**Section 3: Adoption of Ordinance**

The Town Board of Wilton has, by adoption of this ordinance, confirmed the specific statutory authority, powers and duties noted in the specific sections of this ordinance and has established by these sections and this ordinance the certain areas and the regulations and controlling of certain uses, activities, businesses and operations in the Town of Wilton.

**Section 4: Minimum Requirements**

All new driveways proposed to be installed or any driveway alleged to be existing and serving open land without improvements and proposed to be converted to a driveway to serve one or more structures shall be subject to an application inspection fee of \$150.00 as established by the Town Board to be paid the Township prior to the start of any construction on a new driveway and prior to the issuance of a building permit. An approved driveway shall be in place before a building permit can be issued. Any

expenses beyond the permit be to the landowner, required for variance or special meeting(s).

Amended  
8/14/07

The applicant who may be the owner, agent, or constructor shall submit a location construction plan showing specifications including grade, slope, width, and length of the driveway and erosion control procedures.

Authorization for a driveway is subject to the approval of the Town Board and when so approved the Town Board shall notify the Monroe County zoning office. The evidence of an existing driveway is either the clear indication of a driveway being in place on the 1992 aerial photo or a statement from the town that an approved driveway is in place. If there is a dispute on the adequacy of an alleged existing driveway the decision of the Town Board will be the deciding factor. If there is not clear evidence as determined by the Monroe County zoning administrator that the driveway has been used during the last 12 months the Town Board review process is required.

The following 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 per cent

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 the 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 15" or a size to be determined by the town. 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 the Town Board. Illegal culverts will be removed at landowner's expense. The initial cost of any required culvert will be borne by applicant and will be installed by the Town with one seven (7) yard load of gravel for a fee of \$200.00. Any additional fill needed at culvert site is the responsibility of applicant.

## Section 5: Definitions

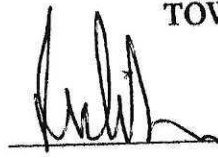
Driveway/access: any area where travel occurs from a public road over land (whether by easement or ownership) not considered to be a part of the public road for the purpose of gaining access to land or improvements.

## Section 6: Effective Date

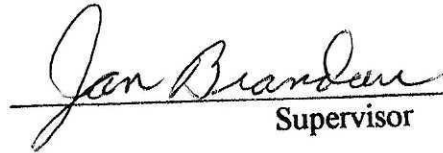
This ordinance shall take effect on day after its passage and publication as provided by law.

Adopted this 9<sup>th</sup> day of July 2007.

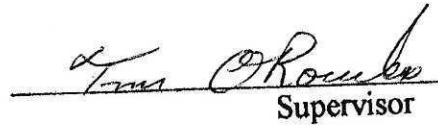
TOWN OF WILTON



Chairman

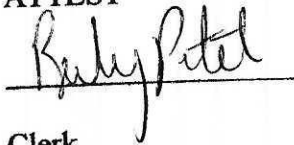


Supervisor



Supervisor

ATTEST



Clerk