

## **MINIMUM DRIVEWAY SPECIFICATIONS FOR ALL RESIDENTIAL AND NON-RESIDENTIAL DRIVEWAYS**

No driveways shall be installed, altered or changed without first obtaining a permit authorizing the installation, change or construction of the driveway.

Minimum road surface width at entrance/exit right-of-way	20 feet
Minimum width clearance	20 feet
Minimum height clearance free of trees and wires	20 feet

Driveways shall be located so as to provide maximum visibility from and to roadway.

The center-line of any driveway shall be perpendicular to the center-line of the public road.

The driveway within the area of the public right-of-way shall slope away from the public road so as to prevent washing of water and debris onto roadway.

An adequate road bed of suitable material to support projected traffic and any requirements for culverts shall be determined by the town board.

Driveways 60' long (or more) shall include provision for turning a vehicle around so that backing onto the public road is not necessary.

The above minimum specifications are contained in Town of Cutler Building Ordinance Fifth amendment adopted by the Town Board on October 8, 2001.

The property owner shall be held liable for any and all damage to town property, including roads, due to construction by property owner or property owner's contractor/subcontractor as a result of issuance of this permit.

---

### **DRIVEWAY PERMIT PROCESS**

1. Complete the application and mail or deliver, along with the \$50.00 payment (check made payable to: Town of Cutler), to: Bobbie K Georgeson, Clerk, Town of Cutler, W10164 24<sup>th</sup> Street, Camp Douglas, WI 54618. For questions, call the clerk at (608) 427-6539.
2. The town board meets the second Monday of every month to review driveway permit applications. The applicant need not be present at the meeting.
3. Once the application has been approved, a town board member will contact the applicant regarding inspection of the proposed driveway. After the location has been inspected and approved by a town board member, the clerk will mail the driveway permit to the applicant, or the applicant may pick up the permit from the clerk if desired.

**PERMIT**  
**TO INSTALL DRIVEWAY ACCESS TO**  
**TOWN OF CUTLER PUBLIC ROAD**  
**[Building Ordinance Fifth Amendment adopted 10/08/2001]**

The undersigned owner, legal occupant or operator of described property, hereby requests permission to construct a driveway as described below. Applicant is aware that s/he must install and maintain driveway in accordance with Town of Cutler minimum specification listed on the reverse side of this permit. Applicant understands that the property owner shall be held liable for any and all damage to town property, including roads, due to construction by property owner or property owner's contractor/subcontractor as a result of issuance of this permit.

NAME \_\_\_\_\_ TELEPHONE NUMBER \_\_\_\_\_

ADDRESS \_\_\_\_\_

Parcel No. 29006 \_\_\_\_\_ Legal Description \_\_\_\_\_ 1/4 \_\_\_\_\_ Sec \_\_\_\_\_ T \_\_\_\_\_ N, R2E

DRIVEWAY WILL INTERSECT WITH \_\_\_\_\_ ROAD

AT FIRE NUMBER \_\_\_\_\_ (or describe location as distance to nearest fire number)

COMPLETED DRIVEWAY \_\_\_\_\_ FT. LONG X \_\_\_\_\_ FT. WIDE

DISTANCE FROM SURFACE OF DRIVEWAY TO BOTTOM OF HIGHWAY DITCH \_\_\_\_\_

CULVERT AT HIGHWAY DITCH WILL BE \_\_\_\_\_ IN. DIAMETER X \_\_\_\_\_ FT. LONG

OTHER DESCRIPTION (Example: front of property, feet east of fence, etc.)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

SIGNATURE \_\_\_\_\_

-----DO NOT WRITE BELOW THIS LINE-----

Decision by Town Board

Date \_\_\_\_\_ Approved \_\_\_\_\_ Disapproved \_\_\_\_\_

Culvert: Required \_\_\_\_\_ Not Required \_\_\_\_\_

Approved by \_\_\_\_\_ Title \_\_\_\_\_

\_\_\_\_\_ Permit Delivered \_\_\_\_\_

Town Clerk

April 2018