

APPLICATION / PERMIT TO INSTALL AN ACCESS POINT (DRIVEWAY/STREET) TO A COUNTY TRUNK HIGHWAY

S86.07 Wis. Stats.

**Brown County Public Works Department
2198 Glendale Avenue, Green Bay, WI 54303**

BC_Public_Works_Highway_Engineering@browncountywi.gov telephone (920) 492-4925 fax (920) 434-4576

The undersigned and designated applicant requests permission to construct the driveway(s) and/or street/road hereinafter described on County Trunk Highway right-of-way, and in consideration of being granted the permission, as evidenced by the approval of the authorized representative of the Public Works Department, binds and obligates the owner/applicant to construct the driveway(s) in accordance with the description contained herein and sketches, if any, attached hereto, and to abide by the general requirements and location design and construction requirements set forth in this permit.

County Trunk Highway: _____ Town Village City: _____

Address: _____

being _____ feet N S E W of the intersection with _____

Other (details): _____ Tax Parcel #: _____

What Side of Roadway? N S E W No. of Driveways: _____ Width @Top of Driveway: _____ ft.

Is this a Temporary Driveway? Yes No If yes, remove by date: _____

Driveway Type	Driveway Surface	Proposed Land Use
<input type="checkbox"/> Rural (Culvert)	<input type="checkbox"/> Gravel	<input type="checkbox"/> Residential
<input type="checkbox"/> Urban (Curb Cut)	<input type="checkbox"/> Asphalt	<input type="checkbox"/> Field Entrance
<input type="checkbox"/> Existing Driveway Extension	<input type="checkbox"/> Concrete	<input type="checkbox"/> Farm
<input type="checkbox"/> New Road / Street Access: Proposed Name: _____		<input type="checkbox"/> Duplex
		<input type="checkbox"/> Commercial – Type: _____

Please set out a stake, flag, or some other identifying marker on the center of the proposed driveway. (A diagram attached to this application is preferred.)

In accordance of this permit, the Owner and Applicant have read and understand, and shall comply with, the terms and conditions of this permit. Owner and Applicant are in full agreement with the attached General Requirements/Restrictions and any Special Requirements, Conditions, and/or Addendums that Brown County has set forth within this permit. The undersigned, in consideration for the granting of this access point by Brown County, does hereby waive any and all claims we may hereinafter have for damages, costs or compensation against Brown County which may arise as the result of said access point. Let it also be known that the above conditions shall apply to and bind our heirs, executors, administrators, successors and assignees. **Permit is not valid unless owner has signed the application!!**

<u>OWNER</u>
Date: _____ Phone #: _____
Print Name: _____
Address: _____
Owner Signature: _____

<u>APPLICANT</u>
Date: _____ Phone #: _____
Print Name: _____
Address: _____
Agent Signature: _____

The work proposed under this permit will be completed by (date): _____ 20____.

EFFECTIVE JANUARY 1, 2014, APRON ENDWALLS ARE REQUIRED ON ALL CULVERTS

FOR BROWN COUNTY PERMIT APPROVAL – DO NOT WRITE BELOW THIS LINE

Size of Culvert Pipe Required: Overall Length including endwalls: _____ feet Diameter: _____ inches

PERMIT APPROVED PERMIT DENIED

Explanation: _____

Dale Raisleger
Permit Coordinator

Date

1. The surface of the driveway connecting with rural-type highway sections shall slope down and away from the highway shoulder, a sufficient amount and distance to preclude ordinary surface water drainage from the highway area flowing onto the highway roadbed. The driveway shall not obstruct or impair drainage in highway side ditches or road side areas. Driveway culverts, where necessary, shall be adequate for surface water drainage along the highway and in no case be less than the equivalent of a 15-inch diameter pipe in new or like new condition (size is to be determined by County representative).
2. A non-commercial driveway or combination of driveways shall be a width no less than 12 feet urban / 16 feet rural, nor greater than 24 feet measured at right angles to the centerline of the driveway. A commercial driveway shall have a width no less than 24 feet, nor greater than 35 feet measured at right angles to the centerline of the driveway. Rural farm field entrances shall have a width not greater than 50 feet. On a typical curb cut section, use the measured opening of the driveway at right-of-way line or if sidewalk is to be placed use the sidewalk line plus a 3 to 5-foot flair (maximum) on each end of the driveway at the gutter line.
3. The side slope of the driveway shall not be steeper than a 3:1 slope. Driveway side slopes shall be of earthen material and shall have 3-inch plus of top soil, seed and mulch. **No wood, timbers, concrete, stone or bituminous side slopes shall be constructed.** If any of these materials are used on the side slopes within Brown County right-of-way and/or any items that do not comply with this permit, Brown County will remove and/or rectify the problem and shall charge all associated costs to the owner.
4. In typical rural areas, the first 10 feet of the driveway surface from the highway road edge, or 25 feet from the centerline, whichever distance is greater, shall either be $\frac{3}{4}$ " gravel (with fines) compacted, or asphalt. The portion of driveway beyond the first 10 feet shall be $\frac{3}{4}$ " gravel (compacted), asphalt or concrete within the County right-of-way; anything else used **MUST** be approved by the Brown County Public Works Department.
5. All permits for streets and roads for new, revised, and/or modifying intersections **MUST** attach a scaled drawing with the permit application. If the intersections are in a rural area, a "Type C" intersection is required and if the stated intersection falls in an urban area, the curb & gutter radiuses for the intersection shall be 35 feet or greater. NOTE: anything else **MUST** be approved by Brown County.
6. If a center divided island is to be constructed along with a new street access point and/or a commercial driveway, the Applicant **MUST** attach a detail construction plan of the entrance. The nose of the island is to be a minimum distance of 25 feet from the edge of the County Trunk Highway with the maximum width of the island to be no greater than 10 feet.
7. Driveway culverts that exceed 120 feet in length may need intermediate manholes, adequate for cleanout purposes. (Specifications on manholes to be approved by Brown County.)
8. A used pipe may be used **ONLY** when inspected and **APPROVED** by a Brown County representative prior to installation.
9. The permittee shall furnish all materials, do the work, and pay all costs in connection with the construction and maintenance of the driveway and its appurtenances on the right-of-way. Materials used and type & character of work shall be suitable and appropriate for its intended purpose, and the type of construction shall be as designated and subject to approval of the Brown County Public Works Department. The permittee shall make the installation without jeopardy to or interference with traffic using the highway. Highway surfaces, shoulders, ditches and vegetation disturbed shall be restored to equivalent or original condition by the permittee.
10. Driveways on or near corner lots shall be a minimum of 225 feet from the intersection of the back-of-curbs or edge of travel lanes.
11. Distances between new intersections shall be a minimum of 1,000 feet apart with the intersections lining up at 90 degrees directly across from each other and the new intersection shall be a minimum of 1,200 feet from any State Trunk Highway.
12. Brown County reserves the right to change the location of the access point and/or to change it from a full access point to a right-in/right-out only, a right-in only, or a right-out only. Brown County also reserves the right, if other access becomes available to the parcel, to eliminate the access to the County Trunk System and shall not be liable to any type of compensation or damages to the owners and shall apply to, and bind to, the heirs, executors, administrators and successors.
13. No revisions or additions shall be made to the driveway, or its appurtenances on the right-of-way, without the written permission of the Brown County Public Works Department.
14. The Brown County Public Works Department reserves the right to make such changes, additions, and relocations within statutory limits on the right-of-way at any time as considered necessary to permit the relocation, widening, and maintaining of the highway, or to provide proper protection to life and property on the highway.
15. Brown County reserves the right to revoke and/or nullify any permit(s) for any reason.
16. The applicant, successors, and/or assignees agree to hold Brown County, its agents & employees harmless against any action for personal injury or property damage sustained by reason or exercise of this permit.
17. Brown County reserves the right to correct any deficiencies that have not been addressed and shall charge all associated costs to the owner.
18. Owner/Permittee is responsible for obtaining any other permits from the Department of Natural Resources, U.S. Army Corps of Engineers, FEMA, Brown County Zoning or any other agency that may have an interest in the area impacted by the construction of this driveway.