

APPLICATION TO CONSTRUCT OR MODIFY DRIVEWAY

Applicant Name (Property Owner):	Contact Number:	Highway Name:
Applicant Mailing Address:		
Town	Village	City OF:
Type of Driveway:		
New Driveway	Modify Existing Driveway	Relocate Existing Driveway

What type of use will the driveway serve? (check one)

Commercial/Industrial/Institutional

Residential

Agricultural

Address of the proposed driveway, **if different than mailing address**:

How many existing driveways does this property currently have?

If modifying existing Driveway, what is the modification (blacktop, culvert replacement, driveway widening)?

Please NOTE:

*Applicant shall place a flag or stake in the highway ditch visible from the highway at the location of the proposed driveway.

*Upon request, applicant shall furnish a copy of a plat of survey for the property of the proposed driveway.

*Residential parcels are only allowed 1 driveway.

Construction of the driveway or driveway improvements may not begin until the permit is issued.

The application and terms and conditions of proposed permit agreed to by _____, applicant.

Signed: (Applicant) _____ Date: _____

Applicant may mail, fax or email application to:

**Kenosha County Highway Division
19600 75th Street, Suite 122-1
Bristol, WI 53104**

**Fax (262) 857-1885
email: DPWPermits@Kenoshacounty.org**

COUNTY STAFF USE ONLY

KENOSHA COUNTY PUBLIC WORKS DEPARTMENT PERMIT TO INSTALL/MODIFY A DRIVEWAY CONNECTED TO A COUNTY TRUNK HIGHWAY

The undersigned and designated applicant requests permission to construct or modify the driveway hereinafter described on county trunk highway right of way, and in consideration of being granted permission, as evidenced by the approval of the authorized representative of the Kenosha County Public Works Department, binds and obligates himself to construct the driveway in accordance with the description contained herein and sketches, if any, attached hereto, and to abide by the general requirements and location designed and construction requirements set forth on this and the attachments of this form.

DESCRIPTION:

CTH _____ Kenosha County of _____

Along the _____ side of the highway, _____ feet _____ (direction) of _____

Number of Driveways: _____ **Type of Construction:** _____ **Driveway Use:** _____

Description of proposed work on right of way, culvert requirements, if any, (size and length) and special restrictions, intersection clearances, and other details of the proposed installation, including reference to attached sketches, if any:

1. _____ inch diameter culvert with end walls, _____ feet in length shall be installed under the driveway to provide proper drainage along the highway. No culvert required Asphalt Concrete
2. At a distance of 10 feet from the edge of the finished grade of the driveway shall be at least 5 inches below the grade of the edge of the adjacent highway.
3. The installation shall be made without danger to or interference with traffic using the county highway.
4. All driveway surfaces and filling immediately adjacent to the traveled way shall, unless specifically authorized above, slope away from the edge of the traveled way.
5. The top width of each entrance shall be well defined and shall not exceed _____ feet midway between the edge of the roadbed and the right of way line, provided however, that fillets of _____ foot radius to facilitate on and off movements may be provided at the junction of the entrance with the highway roadbed.
6. Highway surfaces, slopes, shoulders, ditches, and vegetation disturbed shall be restored.
7. The work shall be carried out in a manner satisfactory to the Public Works Department as to compliance with the conditions of this permit.
8. The entire cost of installing and maintaining the facility shall be borne by the applicant.
9. Applicant can proceed with driveway installation/modification upon receipt of fully executed permit

 Applicant can proceed with driveway installation/modification after receipt of fully executed permit AND County prepares ditch.
10. The Highway Division, through its office, shall have access to the work at all times for the purpose of inspection, and the work when complete, insofar as it affects the highway, shall be acceptable to the Highway Division representative.

The work proposed under this permit will be completed by _____

NOTES:

Approved by: (Highway Division Representative) _____

Date: _____

Permit # _____