

MARQUETTE COUNTY

DRIVEWAY PERMIT APPLICATION

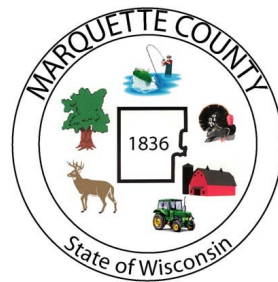
Marquette County Highway Department

PO Box 398

Montello, WI 53949

608-297-3078

highway@co.marquette.wi.us



Section 1 (Owner/Agent Information)

Date _____

Owner's Name _____

Phone # _____

Mailing Address _____

City _____ State _____ Zip _____

Builder's Name _____

Builder's Phone # _____

Builder's Address _____

City _____ State _____ Zip _____

Email Address to Send Approved Permit (if email is preferred): _____

Section 2 (Property Information)

APPLICANT WILL PLACE STAKES IN DITCHLINE WHERE DRIVEWAY IS PROPOSED

Road to be Accessed: _____ Township: _____

Legal Description _____

Subdivision / CSM _____ Lot _____ Block _____

Parcel ID Number _____ Computer ID # _____

Zoning District _____ Acres _____ or Lot Size _____ x _____

Directions to Property from closest County or State Road: _____

Section 3 (Project Information)

Use of Access: _____ Residential _____ Commercial _____ Agricultural _____

Estimated Start of Construction of Access: _____

Contractor Responsible for Installation: _____

Section 4 (Fees) Make checks payable to: Marquette County Highway Department

\$100.00 - Initial Permit Application

\$50.00 - Alteration to Existing Driveway

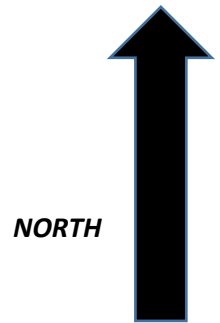
\$2400.00 - Culvert Installation by Marquette County Highway Department
see terms of culvert install in owners agreement on page 3, items 10 and 11.

\$250.00 - Culvert Installation by Property Owner or Contractor

Section 5 (Plot Plan)

- 1). Make a drawing of your project in relation to neighboring driveways and intersections.
- 2). Indicate size of culverts you are installing if necessary.

****Applications without a plot plan WILL BE RETURNED****



The undersigned hereby makes application for the work described and located as shown herein. The undersigned agrees that all such work shall be done in accordance with all the requirements of the Zoning Ordinance and all other applicable ordinances of Marquette County and all applicable laws, codes and regulations of the State of Wisconsin, and restrictions on the reverse side of this application and states that the above information is true to the best of his or her knowledge. Issuance of this permit is not to be construed as legal responsibility for the construction on the part of Marquette County or its staff. Pursuant to Marquette County Zoning Ordinance 16.0101(1)(e), by applying for this permit the undersigned grants permission for the Marquette County Zoning Department, its agents or assigns, to enter upon the premises and inspect the work to determine compliance with the zoning ordinances and the terms of this permit.

INSPECTION***FOR OFFICE USE ONLY*******

APPROVED__

DENIED

Culvert Needed: Yes No

Size: _____

Install Date: _____

Modified (explain) _____

Project Name/Code: _____

Inspector _____ Date _____

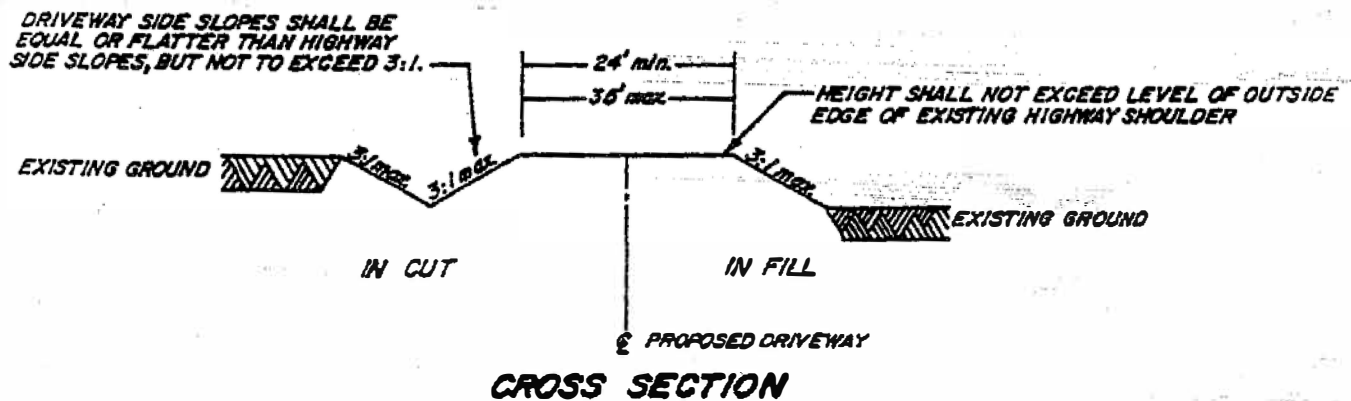
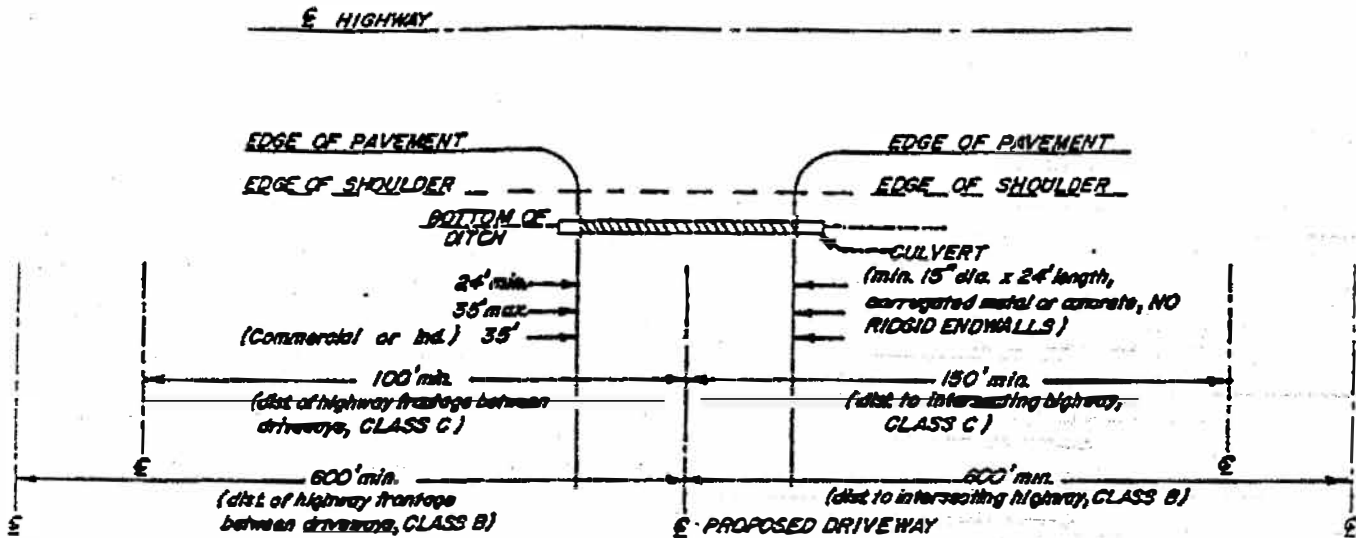
OWNERS AGEEMENT

I have read, understand and hereby agree to abide by the following provisions of this permit:

1. Any grading, special ditching, alteration of slopes, or any other disturbances of any portion of the highway right-of-way shall be restored by and at the expense of the applicant, to the condition existing prior to such disturbance and to the satisfaction of the Marquette County Highway Commissioner or his designee. If the restoration work or any damage caused to the highway right-of-way cannot, or will not, be accomplished voluntarily, the Highway Department may complete the required work at the applicant's expense.
2. The entire cost of the driveway construction, installation, and all long term maintenance shall be the responsibility of the applicant.
3. Driveway height shall not exceed the level of the outside edge of the road shoulder to the ditch line.
4. The side slope of the driveway shall be of earthen material, covered with topsoil and seeded. Side slope shall be equal to, or flatter than, slide slope of the main highway, but shall not be steeper the 3:1.
5. No rigid vertical end walls such as concrete, stone, timber, or bituminous shall be permitted.
6. No concrete approach aprons will be permitted, except within a curb and gutter area.
7. Elevations of the adjoining approaches must be kept below the adjoining roadway surface in order to avoid obstructions and potential damage from winter maintenance activities.
8. Driveways shall be sloped in such a way that the water is diverted to the roadside ditch. Runoff is not allowed to drain onto the adjoining roadway.
9. Driveway spacing distances, as defined in the Marquette County Zoning Ordinance 70.17, shall be complied with by the applicant.
10. The applicant shall keep the driveway culvert free of debris and other obstructions in order to provide proper drainage along the highway.
11. The applicant, his successors, or assigns, agree to hold harmless the Marquette County Highway Department and the Marquette County Zoning Office and their duly appointed supervisors, agents, and employees, against any actions for personal injury or property damage sustained by reasons of the issuance or exercise of this permit.
12. Culvert size, if deemed necessary by Marquette County Highway Department and will be a minimum of 15" arch by 24' and be constructed of galvanized steel or possibly HDPE (high density polyethylene) if sufficient cover exists. Minimum depth of cover is 6" for steel and 12" for HDPE. Should a culvert be required the applicant will have an opportunity to contract with the Marquette County Highway Department, self install, or hire a private contractor for culvert installation.
13. Should the culvert be installed by Marquette County Highway Department, the surface will be graveled to the edge of the right of way, portions outside of the right of way and asphalt paving if desired will be the responsibility of the applicant. The 15" arch culverts can be extended for \$100 per foot to a max length of 40 feet. Should a larger culvert be needed cost will be determined at time of application review and communicated to applicant.
14. Culverts not installed by the Highway Department are subject to inspection to insure proper drainage and installation. Contractors are required to return and make adjustments or corrections if necessary.
15. This permit expires 1 year from the date of approval.

Owner _____ Date _____

MARQUETTE COUNTY HIGHWAY ACCESS STANDARD DETAILS



THE COMPLETE TEXT OF THE HIGHWAY ACCESS REGULATIONS ARE CONTAINED IN SECTIONS 4 & 5 OF THE MARQUETTE COUNTY ZONING ORDINANCE NO. 18 OR CONTACT:

MARQUETTE COUNTY ZONING DEPT.
77 W. PARK ST.
MONTELLO, WIS. 53949

MARQUETTE COUNTY HIGHWAY DEPT.
328 UNDERWOOD AVE.
MONTELLO, WIS. 53949

SECTION 4.0 HIGHWAY SETBACKS

For the purpose of determining the distance buildings and other structures shall be set back from streets and highways, the highways of Marquette County are divided into the following classes:

- (1) All State and Federal Highways are hereby designated as Class A Highways.
- (2) All County trunks are hereby designated as Class B Highways. For the purpose of this ordinance, any road will be considered a County Trunk after it has been placed on the County Trunk System by the County Board and approved by the Wisconsin Department of Transportation.
- (3) All town roads, public streets, and highways not otherwise classified are hereby designated as Class C Highways.

4.1 Minimum Setbacks

- (1) The setback from Class A highways shall be 110 feet from the center line of the highway, or fifty (50) feet from the right-of-way line, whichever is greater.
- (2) The setback from Class B highways shall be seventy-five (75) feet from the center line of such highway, or forty-two (42) feet from the right-of-way line, whichever is greater.
- (3) The setback from Class C highways shall be sixty-three (63) feet from the center line of such highway, or thirty (30) feet from the right-of-way line, whichever is greater.

4.2 Reduced Building Setbacks

A highway setback less than the setback required may be permitted where there are at least five (5) existing main buildings within 500 feet of the proposed site that are built at less than the required setback. In each case, the setback shall be the average of the setbacks of the five (5) existing main buildings in the area. In no case shall a setback of less than fifty (50) feet be allowed, except by the granting of a variance by the Board of Adjustments.

4.3 Visual Clearance Triangle

In each quadrant of every public street intersection, excepting those controlled by arterial or stop signs, and excepting Class A intersections, there shall be a visual clearance triangle bounded by the street centerlines and a line connecting points on them 150 feet from the intersection. Objects permitted within Highway Setback Lines and Visual Clearance Triangles:

- (1) Open Fences.
- (2) Telephone, telegraph, and power transmission poles, lines, and portable equipment and livestock housings that are readily removable in their entirety are permitted where they do not obstruct the view.
- (3) The planting and harvesting of field crops, shrubbery, and trees, except that no trees or shrubbery shall be planted within a visual clearance triangle so as to obstruct the view.

SECTION 5.0 ACCESS DRIVEWAYS

For the purpose of establishing access driveway standards, highways of Marquette County are classified according to Section 4.0 of this ordinance. No driveway access shall hereafter be established, except upon receipt of a permit provided in accordance with this section.

5.1 Access Permits

Permits shall be required for all new access points on Class A and Class B highways. For new access points on Class C highways, permits may be required, subject to zoning, shoreland, and subdivision regulations.

- (1) Permit applications for access to Class A highways shall be made with the State Department of Transportation, to Class B highways with the Marquette County Highway Department, and to Class C highways with the Marquette County Zoning Department. No separate access permit is needed for Class C highways if a zoning permit has been issued.
 - (2) The agency which issues the permit shall conduct inspections of the point of access to determine compliance with the ordinance and shall maintain permanent records of data submitted, staff recommendations, and permits issued.
 - (3) The authority to approve, conditionally approve, or reject an application is delegated to the agency which issues the permit, except if the proposed access does not conform to the access provisions of the zoning or subdivision ordinances. Requests for nonconforming accesses shall be subject to review and approval by the board of Adjustment prior to the issuing agency granting the permit.
 - (4) The Zoning Department shall forward for review, a copy of applications for conditional use permits, variances, and zone changes related to access provisions to the County Highway Department, or the Wisconsin Department of Transportation, 10 days prior to hearings on access to highways within their jurisdictions. Copies of decisions on these matters shall be submitted to these departments within 109 days after they are granted or denied.
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5.3 Number and Width of Driveways Per Land Use

The maximum number and width of access driveways per land use to highways and service roads shall be as follows:

Type of Access Driveway	Maximum Number of Access Driveways	Maximum/Minimum Width
Commercial and Industrial Uses	2	35 feet
Residential Uses	1	35/24 feet
Agricultural Uses		
Farmstead	1	35/24 feet
Field Accesses	1 per tax parcel	35/24 feet

(1) Where two accesses are permitted, the spacing standards apply.

(2) No restrictions apply to field accesses on Class C highways.

5.4 Design Standards

All new driveways shall comply with the following minimum design standards in addition to meeting any other provisions of the access permits issued by the State Department of Transportation or the County Highway Department:

- (1) Culvert, if needed, shall be a minimum of 15 inches in diameter, and be constructed of corrugated metal or concrete.
- (2) Driveway height shall not exceed the level of the outside edge of the road shoulder to the ditch line.
- (3) The side slopes of the driveway shall equal to, or be flatter than, the side slope of the main highway, but shall not be steeper than three to one.
- (4) No rigid vertical end walls shall be permitted.

5.5 Change of Use

Conversion of an access point from one type of use by zoning district classification to another shall be treated the same as opening a new access point, and must meet the conditions of these regulations.

5.2 Spacing Standards for Access Driveways

Access driveways to highways from abutting properties shall comply with the following requirements:

Class of Highway*	Minimum Distance of Highway Frontage Between Access Driveways	Minimum Distance Access Driveways May be located to Centerline of an Intersecting Highway
Class A Highways Principal Arterials	1000 feet 600	1000 feet 600
Class B Highways	600	600
Class C Highways	100	150

* Class of Highway is defined according to Section 4.0 and further modified by the Wisconsin Department of Transportation's highway functional classification system. A current Marquette County Access map depicting highway classification shall be posted in the Zoning Department and the Highway Department.

- (1) Where strict application of spacing standards would deny access to lots in existence prior to adoption of access regulations, new access shall be spaced to provide safe access.
- (2) More restrictive spacing standards may be applied for safety reasons.
- (3) Where spacing standards permit, driveways shall be located opposite each other.
- (4) Where the option exists, access should be granted to a highway with a lower classification, than one with a higher classification.
- (5) Spacing standards do not apply for field accesses on Class C roads.