Town of Trempealeau
Driveway Construction Requirements

The following is a list of requirements and considerations when constructing new driveways in the Town of Trempealeau or constructing a driveway for a residence using an existing driveway entrance.

DRIVEWAY REQUIREMENTS

All driveways constructed after April 13, 2017, whether it is a new driveway or extension of an existing driveway (including field driveways), must meet the driveway requirements of the Town of Trempealeau.

All construction equipment is to use the prepared driveway to access the lot. Road damage caused by equipment will be the responsibility of the lot owner.

Driveways shall not exceed 35 feet at the highway right-of-way line and shall not be less than 20 feet at the roadway pavement.

Driveways shall intersect with the said highway at a 90-degree angle.

Driveways shall have an all-weather surface in place at the time of occupancy.

Driveways shall have a minimum 24-foot culvert with a 15-inch minimum diameter. The Town will decide what size culvert is needed on a case-by-case basis. (The culvert requirement shall remain in effect unless the highway agency with jurisdiction grants an exception).

Driveways shall be level at the roadway elevation and crowned for a minimum of 15 feet extending back from said highway.

Driveways shall be constructed so that runoff water does not flow onto the highway pavement.

Driveways shall be adequate design to allow for emergency vehicle ingress and egress.

Culvert Replacement. Land owners will be responsible for replacement of any driveway culverts covered with concrete or they can remove the concrete so the town can replace the culvert.

Town Right-of-way. If a land owner fills in the ditch in our town right-of-way, the land owner may be subject to payment of the costs to remove the fill.

Setback. All driveways shall be placed such that the driveway edge nearest to an adjoining property owner's lot line is at least 10 feet from the lot line, unless driveways are shared by adjoining property owners. (effective June 1, 2005) Driveways must be placed 100' to 400' from any T intersection.

Grade. All driveways shall accommodate emergency vehicles. The maximum grade for driveways serving dwelling units constructed after the effective date of this ordinance shall be 20%. Any applicant seeking to construct a driveway, any portion of which shall contain a grade in excess of 20%, may seek a Conditional Use Permit from the Zoning Committee, and present any plans and information which demonstrate that the steeper grade satisfies driveway requirements.

Site Distance. Driveways shall be so located to have a minimum 400-foot sight distance in either direction. A greater sight distance may be required at the discretion of the highway agency with jurisdiction.

DRIVEWAY CONSIDERATIONS

Carefully design your driveway in such a fashion that emergency vehicles will be able to service your structure(s) in the event of an emergency. It is recommended that your driveway be a minimum of 12 feet wide and have 2-foot shoulders and have an 18-foot minimum elevation clearance.

Attempt to locate your driveway entrance/exit where you can have the maximum amount of sight distance for highway safety.

COUNTY AND STATE HIGHWAYS. For all driveways exiting and entering onto a State or County Highway, **a driveway permit must be obtained from the Trempealeau County Highway Department.** The Highway Department can be contacted at 715.538.4799.

Contact the Town of Trempealeau office at 608.539.2902 for any other questions.

Town of Trempealeau
Driveway Permit

Date_____

Owners Name _____

Owners Address _____

Phone: Home/cell_____ Work_____

Subdivision Name_____ Lot Number_____

Road Name:_____

Culvert if Required: Size:_____ Length:_____ feet

Attach sketch of lot and driveway placement.

Signed _____

The above signed and designated applicant requests permission to construct the driveway on Town road right-of-way and in consideration of being granted permission, 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, design and construction requirements set forth on this form.

All driveway plans must be inspected by the Town of Trempealeau Town Road Supervisor and Town Shop Employee before beginning construction of the driveway.

_____ _____
Town Road Supervisor Date

_____ _____
Town Shop Employee Date

March 1, 2006
Revised: Nov 9, 2006
Revised: Oct 11, 2007
Revised: Mar 10, 2016
Revised: April 13, 2017
Revised: July 8, 2021
Revised: December 8, 2022

(Building Permits & Inspector – Applications – Driveway Permit)