



# Town of Monroe

981 County Rd Z  
Arkdale, WI 54613  
Phone: 608-564-7271  
Fax: 608-564-2283



## Driveway Application

TownOfMonroe@mwwb.net

www.TownOfMonroeAdamsCoWI.com

**Non-Refundable Fee: \$150.00**  
Clerk assigned Permit # \_\_\_\_\_

DATE: \_\_\_\_\_

### Applicant Contact Info

Name \_\_\_\_\_

### Important Numbers:

Site Address: \_\_\_\_\_

Parcel # \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Home # \_\_\_\_\_

Email Address: \_\_\_\_\_

Cell # \_\_\_\_\_

Contractor's Name: \_\_\_\_\_

# \_\_\_\_\_

Estimated start date: \_\_\_\_\_

NOTE: Make sure to flag proposed location of driveway prior to submittal  
*See Driveway Ordinance for more information*

- A. Driveway status \_\_\_\_\_ Is it a new driveway, changing an existing one, or temporary driveway?
- B. Length of Driveway \_\_\_\_\_ From road to site of residence, structure or utilities
- C. Width of Driveway \_\_\_\_\_ Width 12' minimum with 4' clear space on each side = total 20' clear plus, drive should have 14' height of clearance [emergency vehicles]
- D. Material to be Used \_\_\_\_\_ Cement, blacktop, gravel, other material?
- E. Depth of Aggregate \_\_\_\_\_ Minimum of 6" crushed aggregate base course
- F. Plot Map Attach Found online at: www.adamscountygis.com  
Or obtain from staff at Adams County Planning & Zoning
- G. Sketch map showing Driveway location Attach Include ALL lot lines showing distance between the location of driveway & any future/current buildings

The applicant understands and agrees that the permitted work shall comply with all permit provisions and conditions of the Town of Monroe and Adams County in effect at the time of application, and with any special provisions attached hereto, and any and all plans, details or notes attached hereto and made a part thereof.  
I also attest the information provided is true & correct to the best of my knowledge.  
Date: \_\_\_\_\_ Print Name \_\_\_\_\_ Signature: \_\_\_\_\_

### Application Process:

1. Applicant to complete application; include all supplemental information; pay fee and forward to Clerk  
2. Town Clerk will contact town Driveway Inspector and advise Planning Commission Chair  
3. Driveway Inspector or Planning Commission can give final approval, or they will forward to Town Board.  
~ Process could take one or more meetings.

**Driveway Inspector**  
Pre-appvl \_\_\_\_\_ Post-appvl \_\_\_\_\_  
Denied \_\_\_\_\_ Denial \_\_\_\_\_

**Planning Commission**  
App'vd \_\_\_\_\_ Denied \_\_\_\_\_

**Town Board**  
App'vd \_\_\_\_\_ Denied \_\_\_\_\_