



Town of Monroe

981 County Rd Z

Arkdale, WI 54613

Phone: 608-564-7271

Fax: 608-564-2283



Driveway Application

Non-Refundable Fee: \$150.00

TownOfMonroe@mwwb.net

www.TownOfMonroeAdamsCoWI.com

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	Circle which one	Is it a new driveway; changing an existing one; or is it a temporary driveway?
B. Width of Driveway & clearance		12' minimum with 4' clear space on each side totaling 20' clearance.
C. Height of Driveway clearance		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. We recommend this depth for a minimum of 15' in length.
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 Inspection

Approved (initial & date)

Denied (initial & date)

Post Inspection

Approved (initial & date)

Denied (initial & date)

Town Board

If denied by inspector:

Approved (initial & date)

Denied (initial & date)