

TOWN OF THREE LAKES DRIVEWAY PERMIT

Address Sign Required?
Yes _____ (need separate form & \$65.00 fee) NO _____

P.O. BOX 565; THREE LAKES, WI; 54562
PH (715)546-3316 FAX (715)546-3384

APPLICATION FEE - \$35.00
DATE REC'D: _____

PLEASE READ THROUGH ATTACHED COPY OF ORDINANCE FOR SPECIFICATIONS - THIS PERMIT DOES NOT APPLY TO DRIVEWAYS ON PRIVATE ROADS

Is this a shared driveway? YES NO
If YES, see attached ordinance Sec. 66-9(e). You must provide a legal agreement acceptable to the Town Board establishing access provisions, maintenance agreements, etc.

Applicants Name: _____ Phone# _____

Applicant's Email Address: _____

Landowner's Name (if different from Applicant): _____

Tax Parcel # of Property: _____ Zoning District _____

(Please review Sec. 66-9(g)(2) of attached town ordinance for Single Family Zoning District driveway width specifications)

Name of Road: _____

Neighbor's Fire Numbers/Addresses on either side of new driveway: _____

The following criteria must be met in order to approve the permit. Your permit will be denied if the following are not met:

1) Have you staked out your proposed driveway AND property boundary? Yes _____ No _____
It must be staked/marked where it meets the road showing the minimum width of 12ft. AND the minimum width clearance of 24ft. from brush and trees.

2) Driveway is staked/marked with (please circle): TAPE FLAGS PAINT OTHER _____

3) Have you marked the trees/brush you plan on removing for proper width and safe visibility? Yes _____ No _____

4) Is access to town road safe? Yes _____ No _____

5) Can you see down the road in both directions? Yes _____ No _____

6) Can oncoming traffic see you from a safe distance? Yes _____ No _____

7) Is the driveway flat at the entrance to the road? Yes _____ No _____

8) Is the slope greater than 12%? Yes _____ No _____

9) Are you requesting a variance from acceptable materials? Yes _____ *please review Sec. 66-9(g)(7)* No _____

If YES, what non-standard material are you using? _____

If YES, the materials are approved by the Public Works Superintendent _____

REMINDERS: _____ *(PW Superintendent's Initials)*

10) Fences and retaining walls are not permitted within the town right-of-way.

11) It is the homeowner's responsibility to contact Digger's Hotline prior to construction at 800-242-8511

12) The applicant agrees to hold harmless and indemnify the Town of Three Lakes, its officers, agents and employees against any loss or damage for any personal injury or property damage sustained by reason of exercise of this permit.

13) **The Public Works Superintendent will determine if a culvert is necessary to maintain drainage of the roadbed.**

If a culvert is necessary the cost of the culvert installation and maintenance will be the responsibility of the property owner. The Public Works Superintendent will determine the size/type and any special installation requirements.

By signing below, applicant agrees all information is correct and assumes responsibility for proper driveway construction.

Applicant Signature: _____ Date: _____

Culvert needed? Yes _____ No _____ (PW Superintendent's initials _____)

Permit Approved: _____ Date: _____

Three Lakes Public Works Superintendent

Permit Not Approved: _____

Three Lakes Public Works Superintendent

Reason for denial: _____

Notes: _____