

TOWN OF ADAMS

Green County

DRIVEWAY CONSTRUCTION PERMIT

The proposed driveway will be located in the following location in the Town of Adams:

(address or description of drive location)

Name of Property Owner: _____

Name of Driveway Applicant: _____

Phone Number and Email: _____

Date of Driveway Application: _____

ACTIONS:

1. Town Board _____ denied driveway permit Date of Denial: _____

_____ approved driveway permit Date of Approval: _____

2. Engineer's Plan _____ is not required _____ is required
Date plan approved by board: _____

3. A culvert at the ditch line where the driveway meets the public road:

_____ is required _____ is not required

4. Erosion control plan completed _____ Yes _____ No

5. Notification to Local Mail Delivery _____ by Property Owner _____ by Clerk

6. Driveway Construction Permit Fee: Received by: _____
Date: _____

Signature: _____
(Town Board Chairman)

Attested: _____
(Town Clerk)

Date: _____

Driveway Ordinance

D. Driveway permits will be valid for one year from date of issue. Reapplication for a Permit will be required for any improvements not completed during the permit period. Reapplication permits will not be denied without reasonable cause.

E. No building permit for a new residential construction will be issued until the driveway is constructed according to the specifications of this ordinance.

F. All new driveways proposed to be installed or any driveway alleged to be existing and serving open land without improvements and proposed to be converted to a driveway to serve one or more structures shall be subject to an inspection fee as established by the Town Board. AN INSPECTION FEE OF \$1,000.00 SHALL BE PAID TO THE TOWNSHIP AND SUBMITTED WITH EACH DRIVEWAY APPLICATION, PRIOR TO THE START OF ANY CONSTRUCTION ON A NEW DRIVEWAY. A REFUNDABLE PORTION OF THE INSPECTION FEE (\$500.00), WILL BE GRANTED AT THE TIME OF DRIVEWAY COMPLETION, AS LONG AS THERE WAS NO DAMAGE DONE TO THE ROAD.

G. A driveway access permit will be issued for the purpose of permitting vehicular access or other means of travel from a public highway to a private driveway, road, and field road for all persons seeking a building permit. All driveway specifications for construction in this ordinance will apply. The applicant who may be the owner, agent, or contractor shall submit a location construction plan showing specifications including grade, slope, width, and length of the driveway and erosion control procedures. Said construction plan will specify completion dates for culvert placement, aggregate placement, erosion control procedures, and final application of 2 (two) inch layer of gravel. If the aforementioned completion dates are not met then a penalty as determined by Section 8(eight) will be assessed.

5. SPECIFICATIONS FOR THE CONSTRUCTION OF DRIVEWAYS

- a. An engineer's plan showing adequate erosion control measures is required for any segment of proposed driveway which disturbs land with a grade of more than 25% (percent), unless waived by the Town board of Supervisors.
- b. The driveway shall be constructed with a minimum roadway of (20) twenty feet in width and a minimum shoulder of (3) three feet on each side having a slope of (1) one foot of vertical rise of each (3) three feet of horizontal distance, except where retaining walls and or other erosion control measures are installed as specified in an engineer's plan approved by the Town Board of Supervisors.
- c. Each driveway shall have a culvert at the ditch line where the driveway meets the public road, unless waived by the Town Board of Supervisors. The culvert shall be at least (18) eighteen inches in diameter or of sufficient size so as to permit adequate drainage of the affected area. The length shall be at least (30) thirty feet and shall be determined by the Town Board of Supervisors. All culvert replacement (upgrade) costs are the responsibility of the property owner. The replacement culvert must meet the minimum requirements of the current driveway ordinance and a new driveway application (with a fee) must be submitted to the Town Board for approval prior to the replacement.
- d. A driveway, which is at least (24) twenty-four feet in length, shall have a maximum (5) five percent grade at the point where the driveway enters onto the public road. A

**TOWN OF ADAMS
POTENTIAL DRAWBACKS-CODE OF COUNTRY LIVING
DRIVEWAY ORDINANCE AMENDMENT**

WHEREAS: You are applying for a driveway permit to construct a residence on land zoned agricultural.

WHEREAS: The Adams Town Board wants to provide security to farms and Agribusiness operating in our township as well as provide protection for you and your property.

WHEREAS; Everything is a matter of opinion, what is pleasant to one person, is offensive to another.

THEREFORE: The Adams Town Board wished to educate/inform applicants applying for driveway permits of potential drawbacks of country living such as:

NOISE: from traffic, animals, tractors, motors, dryers, etc.

TRAFFIC: from semis, trucks, tractors, farm equipment, sprayers, wide slow moving vehicles, stray cattle, etc.

DUST: from traffic, soil blowing, chopping hay, pollen, etc.

ODOR: from farm odors, feedlots, chemicals, fertilizer, manure, slurry, etc.

SPRAYING: of pesticides, fertilizer, etc.

FENCES: landowners with or without animals are responsible for maintaining a legal fence (see Chapter 90.05 of the WI State Stat.)

SIGHT: from materials, parts, vehicles, etc. stored outside. All newly planted trees/foliage is required to be a minimum of 50 feet from the center line of the township road – to assure ease of roadside winter plowing, summer mowing and minimum foliage over-growth, etc.

PUBLIC SERVICES: reduced from city living, no garbage, no bus pickup, and no mail delivery on private roads.

EMERGENCY SERVICES: longer response times for fire, police, ambulance, etc.

WINTER ROAD MAINTENANCE; could be snow covered and slippery longer.
Plows do not run 24 hours a day. No plowing of private roads or subdivisions.

CONTROL WEEDS: Thistles, etc.

EXPANSION: A farm presently operating in the Township should have the right to expand so long as they follow all applicable state, county, and other ordinances and Building codes.

As an applicant for a driveway/building permit, I have read/understood the above statement.

X _____ Applicant Dated _____

Adopted as an amendment on July 8, 2002 to the Driveway Permit Ordinance
Amended: July 10th, 2023 to the Driveway Permit Ordinance/Application Process

TOWN OF ADAMS

GREEN COUNTY

DRIVEWAY PERMIT PROCEDURES

1. Persons wishing to construct a new driveway or rework an existing driveway (this includes replacing or adding culverts, changing grade or drainage or topography of existing drive. It does not include re-graveling or surface grading of existing drives) must obtain a driveway permit application from the town clerk.
2. The town clerk should review the following points with the applicant:
 - a. A plan showing locations and specifications. The Town of Adams Driveway Application must be submitted to the town board. Make sure the applicant knows what dates the town board meets.
 - b. The applicant will receive a copy of the driveway ordinance packet upon oral and / or written request. This information is also on the township web site.
 - c. When the applicant returns the application, Drawbacks to Country Living form and pays the inspection fee of \$1,000.00 (and for culvert replacements a new application and fee of \$500), the clerk schedules the plan presentation on the appropriate date and posts it on the meeting agenda. After approval of the application and completion of the driveway (or culvert replacement), a refundable portion (\$500.00) of the inspection fee is to be returned to the applicate, as long as there was no damage done to the township road.
3. The town board will review the plan presentation and either approve, deny or postpone approval, if further study is required. Permits are valid for one year.
4. Driveways will be inspected by the Building Inspector. It is up to the land owner to schedule the inspection with the Building Inspector. Driveway permits issued and are not inspected within the one-year time frame will have to reapply for a driveway permit. The building Inspector can hold the occupancy permit until the driveway is approved.

Revised: 4/2017

Revised: 7/10/2023