

## CHAPTER 53

### DRIVEWAY PERMITS

**53.01 Purpose.** For the safety of the general public, the Town of Wilson shall determine the minimum requirements and technical standards for driveways, culverts and drainage structures constructed within the Town.

**53.02 Permit Required.** No person or business entity shall construct, reconstruct, pave, alter or enlarge any private driveway; or install, re-install, replace, or move a culvert, within the Town without first obtaining a driveway permit as required in this chapter. Where a new driveway is to be constructed in conjunction with the construction of a new principal structure, this driveway permit shall be issued along with the building permit. No person shall commence work on any driveway or culvert before the driveway permit has been issued. Payment of fees is a requisite of permit issuance.

**53.03 Application.** Application for a driveway permit shall be made in writing upon forms issued by the Town Clerk, and shall be accompanied by a drawing accurately depicting the proposed driveway to be constructed, reconstructed, altered, or enlarged. The drawing shall include the following:

1. The location of existing and proposed improvements, including driveway width, shall be identified on the drawing;
2. All numbers and writing shall be legible;
3. The drawing must show building setbacks from all lot lines, and must show the nearest building corner.
4. The scale shall be identified, and should not exceed 1" = 50' horizontal. The legend should show found and set lot corners, including type of survey monument.
5. The property, roadway right-of-way widths, road names, and name of person for whom work is being done should be identified.
6. For those improvements requiring a building permit, the following should be identified:
  - a. All distances and bearings between monuments.
  - b. Permanent reference monument to be used for survey. An assumed datum may be used, but the benchmark must be able to be re-established at a later date if required.
  - c. Existing elevations at all lot corners and midway along each lot line. Show existing top of block elevations of existing houses on each side of the new building or label the lot as vacant. Show centerline elevations of the roadway at each lot line extended and midway between lot lines. Show existing elevations at four outside corners of the building.

**53.04 General Requirements.** The location, design and construction of driveways shall be consistent with the following requirements:

- (1) Driveway paved widths at the property line shall be as follows:
  - (a) Residential - minimum 12', maximum 20'
  - (b) Business/Commercial - minimum 16', maximum 35'
  - (c) Agricultural Field Entrance - minimum 16', maximum 24'
- (2) Driveway shall intersect the public road at right angles from the property line.
- (3) The minimum culvert length shall be 24 feet.

(4) No improvements shall be constructed within the road right of way in the proximity of the driveway that would block driver vision (from driveway or roadway) or impair drainage.

(5) All properties accessing public road right of way shall have roadside drainage ditches and drainage structures to ensure positive drainage from surrounding properties. Improvements shall be constructed as directed on the issued permit.

(6) New developments and land divisions (2 lots or more) shall provide a list of necessary culvert sizes, elevations and grades for each lot.

### **53.05 Culvert Standards and Installation**

(1) Size. No culvert smaller than fifteen (15) inches interior diameter, or the hydraulic equivalent, will be allowed. Facilities designed under this section shall be of a type, size, and grade to hydraulically accommodate the maximum potential volumes of flow depending on size of the drainage area, resulting from:

(a) For drainage areas under 25 acres: a 10 year, 3.8 inch, 24 hour rainstorm;

(b) For drainage areas over 25 acres: a 25 year, 4.4 inch, 24 hour, rainstorm.

(2) Materials. All culverts shall be constructed of corrugated steel or reinforced concrete, unless specifically excepted by the authorized representative of the Town. Driveways serving business, industrial, or commercial properties having regular heavy vehicles shall be evaluated case by case for special considerations. Stronger materials and installation requirements may be required.

(a) Corrugated Steel

\* Corrugated steel and pipe arch shall conform to AASHTO M 36M.

\* Pipe shall be bituminous (inside and out), galvanized or aluminized coated.

\* Average inside diameter of circular pipe shall not vary from the nominal diameter by more than 1% or  $\pm 1/2$  inch, whichever is greater.

\* Pipe shall conform to the following gauges and dimensions:

Size (inches) Minimum sheet thickness (inch)

15 through 24 0.064

30 through 36 0.079

42 through 48 0.109

\* Horizontal elliptical culverts, or combinations thereof, may be used when there is insufficient bury.

\* Coupling bands shall conform to AASHTO M36, 7 inch minimum width with two  $1/2$  inch galvanized bolts.

(b) Reinforced Concrete

\* Reinforced concrete pipe, class III shall be used for driveway culvert pipes.

\* Class II, Wall B, reinforced concrete pipe shall be used for endwalls.

(3) Installation

(a) Timing of Installation. Culverts shall be installed prior to initiating other site improvements.

(b) Right-of-Way. Culverts shall be installed within the public road right-of-way. Ditch slopes may be graded to a maximum slope of 3' horizontal to 1' vertical (3:1).

(c) Minimum Cover. Minimum cover shall be six (6) inches, measured from the top of the pipe to the top of the aggregate base course.

(d) Granular Backfill. Pipe shall be bedded and backfilled with granular materials. Native materials shall not be used for bedding and backfilling.

(e) Connections. Drainage ditch improvements, grades, side slopes 3:1 maximum

\* Pre-manufactured or shop fabricated connections shall be used wherever possible.

\* Saw-cut connections cut in field and

\* Recoat corrugated metal pipe sawcuts with bituminous coating.

(f) Drainage. The culverts shall be placed in the ditchline at elevations that will assure proper drainage. Ditches shall be constructed to be a minimum 2 feet below the edge of paved road.

(g) Endwalls. Culverts 24" and larger shall be provided with a minimum of one apron endwall at the upstream culvert end. Endwalls may also be required if so directed by the Town's authorized representative. Adjacent ground shall be graded and landscaped flush with the endwall.

(h) Cleaning. Debris shall be cleaned from all culverts before Town approval.

(i) Erosion Control. Erosion control measures shall be implemented as necessary to control erosion, as shown on the building permit, or as directed by the Town's authorized representative.

4) References. Installation of driveway culverts covered by this ordinance shall be in accordance with the following standards:

(a) American Association of State Highway and Transportation Officials (AASHTO):

\* AASHTO M36-87, Interim Specification for Corrugated Steel Pipe, Metallic Coated for Sewers and Drains.

\* AASTHTO M190-80, Bituminous Coated Corrugated Metal Culvert Pipe and Arches.

\* AASHTO M 36M, Corrugated Steel Pipe and Apron Endwalls.

\* AASTHTO M 170M, Reinforced Concrete Pipe.

(b) State of Wisconsin Department of Transportation, Division of Highways; Standard Specifications for Road and Bridge Construction, 1996 Edition and supplements:

\* Sections 520, 521, and 523 (Corrugated Metal Pipe Culvert, CMP) and apron endwalls.

\* Section 522 (Reinforced Concrete Pipe Culvert, RCP) and apron endwalls.

\* Standard Detail Drawings S.D.D. 8 F 2-1, S.D.D. 8 F 5-1, S.D.D. 8 F 7-3, S.D.D. 8 F 1-11.

(c) Town of Wilson Subdivision Ordinance

**53.06 Fees.** (See Fee Ordinance Addendum)

(1) Material Cost. The property owner shall install the culvert and be responsible for the cost thereof.

(2) Permit Fees. Permit fees are due at the time the permit is processed. Work may not proceed until fees are paid and permit is issued.

(3) Fee Structure. The Town shall annually review the fees associated with permits and site reviews."

**Effective Date.** The herein Ordinance shall take effect upon enactment and publication.

Enacted this 17th day of January, 2000.

Town of Wilson by Keith Schachel, Chairman

This is to certify that the foregoing Ordinance was duly enacted by the Town Board of the Town of Wilson on the 17th day of January, 2000. Catherine Conrad, Clerk

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