

Application for Permit TO MAKE AN EXCAVATION OR FILL OR TO INSTALL A CULVERT ON A COUNTY TRUNK HIGHWAY.

When submitting an application, please only include pages relevant to your application. Do not include instruction sheets. Certificate of Compliance will be mailed separately, submit only after work is completed.

SUBMISSION REQUIRMENTS FOR DRIVEWAY PERMITS

Instructions:

1. Obtain a permit from the Green Lake County Highway Department or Green Lake County website for all work proposed within county right- of-way.

Highway Department
570 South Street
Green Lake, WI 54941

Office: 920-294-4060
Email: glchwy@co.green-lake.wi.us
Website: www.co.green-lake.wi.us

2. Refer to Code of Green Lake County Chapter 159 & 160. www.ecode360.com/GR2053
3. Complete the top portion of permit application and submit with the following information:
 - a. Original copy of the permit
 - b. A drawing showing the location and dimension of both existing and proposed driveway.
 - c. Nonrefundable Permit Fee, as follows: (make check payable to Green Lake County)
 - a. Driveway access: \$150
 - b. Driveway alteration: \$50
4. Once permit and payment are received an investigation and field inspection will be completed by Highway personnel.
5. Permit will be returned to property owner either, approved, denied, or variance required.
6. If **approved**, a culvert pipe and size will be specified.
7. If **denied** no access is allowed. Can appeal to the Green Lake County Highway Committee.
8. If a **variance** is required, applicant may request approval from the Green Lake County Highway Committee. Variance fee is \$400.
9. If approved, a Certificate of Compliance application will be mailed to you along with approved permit. After driveway and/or culvert are installed, complete the Certificate of Compliance application (no fee required) and submit to the Highway Department. If all provisions are met the Certificate of Compliance will be issued and mailed to address on application.
10. Nonconforming fee is \$300.
11. If driveway needs to be removed by the Highway Department all expenses incurred will be billed to property owner.

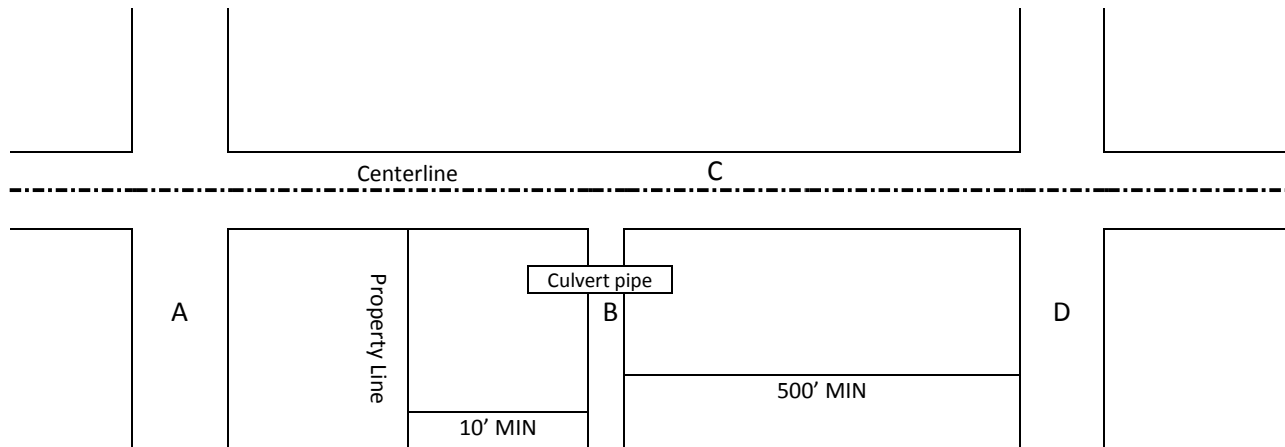


APPLICATION FOR PERMIT

TO MAKE AN EXCAVATION OR FILL OR TO INSTALL A CULVERT ON A COUNTY TRUNK HIGHWAY

§86.07(2) and other applicable Wis. Stats.
Code of Green Lake County Ch. 159, 160

GREEN LAKE COUNTY
HIGHWAY COMMISSION
570 South Street
Green Lake, WI 54941
Phone: (920) 294-4060
Fax: (920) 294-4066
Email: glchwy@co.green-lake.wi.us



(NOT TO SCALE)

- A: Nearest intersection or driveway
- B: Driveway
- C: County Highway
- D: Nearest intersection or driveway

Provisions and Restrictions

1. Applicant is responsible for installation and maintenance of driveway and/or culverts, including keeping culvert free of debris and other obstructions in order to provide proper drainage along the highway. Any expense incurred by the Green Lake County Highway Department due to lack of proper maintenance will be at the owner's expense. (i.e. thawing of culvert pipe not cleaned, not structurally sound, obstruct by excessive snow pushed into ditch, etc.)
2. Culverts shall be corrugated metal pipe. Plastic and home-made culverts are not permitted.
3. Apron end walls with flared ends are required. No concrete end walls or vertical retaining walls of any type or construction are permitted.
4. No concrete approaches or aprons shall be permitted within the highway right-of-way.
5. All driveways shall be constructed of solid load bearing material. The top surface of the driveway shall consist of at least six inches of gravel upon the traveled portion.
6. End slopes shall not be greater than a length to height grade ratio of 3:1. All slopes shall be seeded or covered with sod by the property owner.
7. Culverts shall be installed a minimum of 10 feet from property line.
8. Return Certificate of Compliance to Green Lake County Highway Department once work has been completed for final inspection.
9. Permit shall expire one year after the date of issuance.