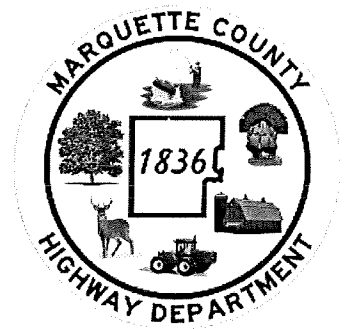


# MARQUETTE COUNTY DRIVEWAY PERMIT APPLICATION



Marquette County Highway Department  
PO Box 398  
Montello, WI 53949  
608-297-3071

## Section 1 (Owner/Agent Information)

Date \_\_\_\_\_  
Owner's Name \_\_\_\_\_ Phone # \_\_\_\_\_  
Mailing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_ Zip \_\_\_\_\_  
Builder's Name \_\_\_\_\_ Builder's Phone # \_\_\_\_\_  
Builder's Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_ Zip \_\_\_\_\_

## Section 2 (Property Information)

### APPLICANT WILL PLACE STAKES IN DITCHLINE WHERE DRIVEWAY IS PROPOSED

Road to be Accessed: \_\_\_\_\_ Township: \_\_\_\_\_  
Legal Description \_\_\_\_\_  
Subdivision / CSM \_\_\_\_\_ Lot \_\_\_\_\_ Block \_\_\_\_\_  
Parcel ID Number \_\_\_\_\_ Computer ID # \_\_\_\_\_  
Zoning District \_\_\_\_\_ Acres \_\_\_\_\_ or Lot Size \_\_\_\_\_ x \_\_\_\_\_

Directions to Property from closest County or State Road: \_\_\_\_\_  
\_\_\_\_\_

## Section 3 (Project Information)

Use of Access: \_\_\_\_ Residential \_\_\_\_ Commercial \_\_\_\_ Agricultural  
Estimated Start of Construction of Access: \_\_\_\_\_

## Section 4 (Fees) Make checks payable to: Marquette County Highway Department

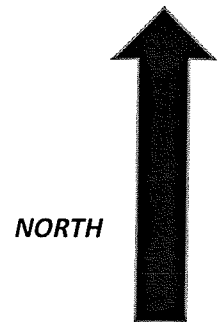
\_\_\_\_\_ Initial Permit Application \$100  
\_\_\_\_\_ Alteration to Driveway \$ 50

\*Fees are non-refundable

**Section 5 (Plot Plan)**

- 1). Make a drawing of your project in relation to neighboring driveways and intersections.
- 2). Indicate size of culverts you are installing if necessary.

**\*\*Applications without a plot plan WILL BE RETURNED\*\***



*The undersigned hereby makes application for the work described and located as shown herein. The undersigned agrees that all such work shall be done in accordance with all the requirements of the Zoning Ordinance and all other applicable ordinances of Marquette County and all applicable laws, codes and regulations of the State of Wisconsin, and restrictions on the reverse side of this application and states that the above information is true to the best of his or her knowledge. Issuance of this permit is not to be construed as legal responsibility for the construction on the part of Marquette County or its staff. Pursuant to Marquette County Zoning Ordinance 16.0101(1)(e), by applying for this permit the undersigned grants permission for the Marquette County Zoning Department, its agents or assigns, to enter upon the premises and inspect the work to determine compliance with the zoning ordinances and the terms of this permit.*

**OWNERS AGEEMENT**

I have read, understand and hereby agree to abide by the following provisions of this permit:

1. Any grading, special ditching, alteration of slopes, or any other disturbances of any portion of the highway right-of-way shall be restored by and at the expense of the applicant, to the condition existing prior to such disturbance and to the satisfaction of the Marquette County Highway Commissioner or his designate. If the restoration work or any damage caused to the highway right-of-way cannot, or will not, be accomplished voluntarily, the Highway Authority may complete the required work at the applicant's expense.
2. The entire cost of the driveway construction or installation shall be the obligation of the applicant.
3. Culverts, if needed, shall be a minimum of 15" by 24' and be constructed of corrugated metal or concrete.
4. Driveway height shall not exceed the level of the outside edge of the road shoulder to the ditch line.
5. The side slope of the driveway shall be equal to, or flatter than, slide slope of the main highway, but shall not be steeper the 3:1.
6. No rigid vertical end walls shall be permitted.
7. Driveway spacing distances, as defined in the Marquette County Zoning Ordinance #16, shall be complied with by the applicant.
8. The applicant shall keep the driveway culvert free of debris and other obstructions in order to provide proper drainage along the highway.
9. Maintenance and upkeep of the driveway shall be the responsibility of the applicant.
10. The applicant, his successors, or assigns, agree to hold harmless the Marquette County Highway Department and the Marquette County Zoning Office and their duly appointed supervisors, agents, and employees, against any actions for personal injury or property damage sustained by reasons of the issuance or exercise of this permit.

Owner \_\_\_\_\_ Date \_\_\_\_\_

**INSPECTION \*\*\*\*\* FOR OFFICE USE ONLY \*\*\*\*\***

APPROVED \_\_\_\_\_

Denied \_\_\_\_\_

Culvert Needed: \_\_\_\_\_ Yes \_\_\_\_\_ No

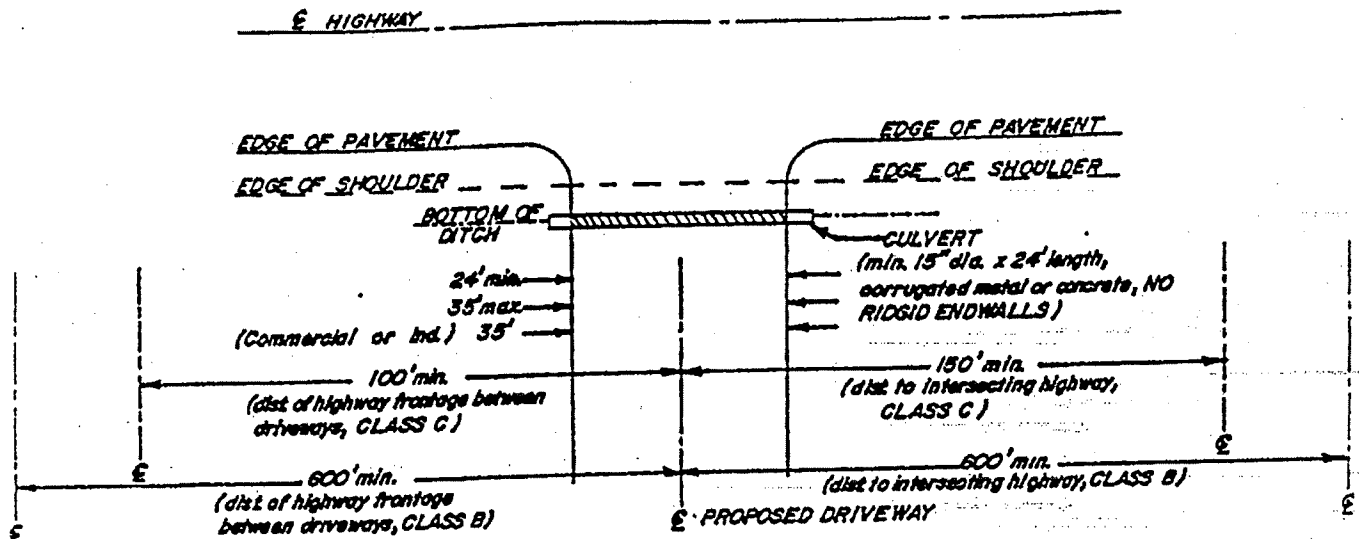
Modified (explain) \_\_\_\_\_

Culvert Size \_\_\_\_\_

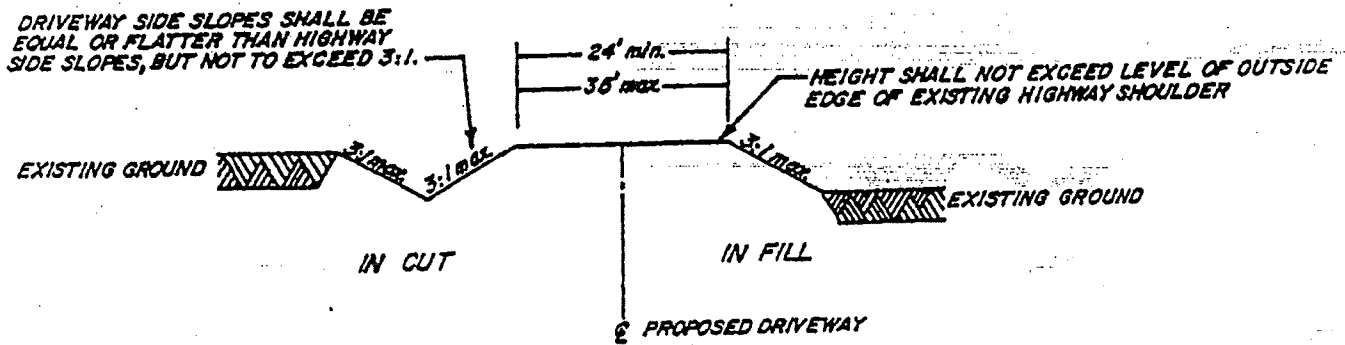
\_\_\_\_\_

Inspector \_\_\_\_\_ Date \_\_\_\_\_

# MARQUETTE COUNTY HIGHWAY ACCESS STANDARD DETAILS



**PLAN VIEW**



**CROSS SECTION**

THE COMPLETE TEXT OF THE HIGHWAY ACCESS REGULATIONS ARE CONTAINED IN SECTIONS 4 & 5 OF THE MARQUETTE COUNTY ZONING ORDINANCE NO. 18 OR CONTACT:  
 MARQUETTE COUNTY ZONING DEPT.  
 77 W. PARK ST.  
 MONTELLO, WIS. 53949

MARQUETTE COUNTY HIGHWAY DEPT.  
 328 UNDERWOOD AVE.  
 MONTELLO, WIS. 53949

## 70.17 Highway Setback and Access Provisions.

A. For the purpose of determining the distance buildings and other structures shall be set back from streets and highways, the highways of the County are divided into the following classes:

1. All State and Federal highways are hereby designated as Class A highways.
2. All county trunks are hereby designated as Class B highways.
3. All town roads, public streets and highways not otherwise classified, are hereby designated Class C highways.

B. The minimum setbacks from the various Class highways are as follows:

1. The setback from a Class A highway shall be one hundred ten (110) feet from the centerline of the highway or fifty (50) feet from the right-of-way line, whichever is greater.
2. The setback from a Class B highway shall be seventy-five (75) feet from the centerline of the highway or forty-two (42) feet from the right-of-way line, whichever is greater.
3. The setback from a Class C highway shall be sixty-three (63) feet from the centerline of the highway or thirty (30) feet from the right-of-way line, whichever is greater.

C. Permits shall be required for all new access points on Class A, B and C highways.

1. Permit applications for access to Class A highways shall be made with the Wisconsin Department of Transportation, for Class B and C highways shall be made with the County Highway Dept.
2. The agency which issues the permit shall conduct inspections of the point of access to determine compliance with the Chapter and shall maintain permanent records of data submitted, staff recommendations and permits issued.
3. The authority to approve, conditionally approve or reject an application is delegated to the agency, which issues the permit, except if the proposed access does not conform to the access provisions of the Zoning or Subdivision Chapters. Requests for nonconforming accesses shall be subject to review and approval by the Board of Adjustment prior to the issuing agency granting the permit.

D. Access driveways from abutting properties shall comply with the following requirements:

1. Class A  
Minimum distance between access points shall be one thousand (1,000) feet and minimum distance between access and the centerline of an intersecting highway shall be one thousand (1,000) feet.
2. Class B  
Minimum distance between access points shall be six hundred (600) feet and minimum distance between access and the centerline of an intersecting highway shall be six hundred (600) feet.

3. Class C

Minimum distance between access points shall be one hundred (100) feet and minimum distance between access and the centerline of an intersecting highway shall be one hundred fifty (150) feet.

E. Where strict application of spacing standards would deny access to lots in existence prior to adoption of access regulations, new access shall be spaced to provide safe access.

F. More restrictive spacing standards may be applied for safety reasons.

G. Where spacing standards permit, driveways shall be located opposite each other.

H. Where the option exists, access should be granted to a highway with a lower classification than one with a higher classification.

I. Spacing standard do not apply for field access on Class C highways.

J. The maximum number and width of access driveways per land use to highways and service roads shall be as follows:

1. Commercial and Industrial.  
The maximum number of accesses shall be two (2) and the maximum width shall be thirty-five (35) feet.
2. Residential.  
The maximum number of accesses shall be one (1) and the maximum and minimum width shall be thirty-five (35) feet and twenty-four (24) feet, respectively.
3. Agricultural.  
The maximum number of accesses shall be one (1) and the maximum and minimum width shall be thirty-five (35) feet and twenty-four (24) feet, respectively.
4. Field Access.  
No maximum number of accesses per tax parcel and the maximum and minimum width shall be thirty-five (35) feet and twenty-four (24) feet respectively, if required.

K. All new driveways shall comply with the following minimum design standards in addition to meeting any other provisions of the access permits issued by the Department of Transportation or the County Highway Department.

1. Culverts, if needed, shall be a minimum of fifteen (15) inches in diameter and be constructed of corrugated metal or concrete.
2. Driveway height shall not exceed the level of the outside edge of the road shoulder to the ditch line.
3. The side slopes of the driveway shall equal or be flatter than the side slope of the main highway but shall not be steeper than three (3) to one (1).
4. No rigid vertical end walls shall be permitted.

L. Conversion of an access point from one type of use by zoning district to another shall be treated the same as opening a new access point.