

**TOWN OF BROOKLYN – GREEN LAKE COUNTY  
DRIVEWAY PERMIT Ordinance No. 2002-06**

Applicant's Name \_\_\_\_\_ this \_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_

Property Owner's Name \_\_\_\_\_ Address \_\_\_\_\_

Section \_\_\_\_\_ Town \_\_\_\_\_ Range \_\_\_\_\_ Quarter/Quarter \_\_\_\_\_

Driveway will provide access to what road \_\_\_\_\_

Proposed land use of property \_\_\_\_\_

An Inspection Fee of **One Hundred Twenty-Five Dollars (\$125.00)** shall be submitted with all applications for a driveway. The fee includes a fire number if one is needed. If driveway is denied on first inspection, a second inspection will be done. If denied on second inspection a new application and fee will be required.

Provide a sketch of proposed driveway including grade, slope, width, and length of driveway on additional sheet.

Specify erosion control procedures to be utilized. \_\_\_\_\_

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**DRIVEWAY REQUIREMENTS AND SPECIFICATIONS**

- Intersections involving State or County Highways - **Minimum of One Hundred Fifty (150) feet from centerline.**
- Intersections involving Town Roads - **Minimum of Seventy-Five (75) feet from centerline.**
- Locate driveways so as not to create a hazard for vehicles traveling on roadway and entering or exiting the property.
- Angle of approach between the centerline of the driveway and of the road shall be approximately **ninety (90) degrees.**
- There shall be a minimum distance of **twenty (20) feet** between successive driveways.
- Driveways shall be constructed with a culvert placed so as to permit the free and unobstructed flow of surface water.
- No driveway shall be constructed in a manner that interferes with the drainage of roads or ditches.
- The diameter and length of culvert shall be compatible to the unique requirements of the area in which it is to be installed and subject to the approval of the Town.
- Mailboxes, paper boxes or similar repositories shall not be closer than **twenty-four (24) inches** to the pavement edge of the road.
- Permanent installations such as gates, pillars shall not be placed in the public right-of-way.
- Permanent entrance installations shall comply with the minimum driveway width and height clearances.
- Property owner shall be responsible for the maintenance of the flow of drainage water and to keep the ditches and right of right-of-way unobstructed.
- Driveway road surface width - **Minimum fourteen (14) feet**
- Driveway width clearance - **Minimum twenty (20) feet**
- Driveway height clearance (free of trees, wires, etc) - **Minimum eighteen (18) feet**
- Driveway grade - **Maximum of ten (10) percent grade at right-of-way**
- Culvert length - **Minimum of twenty (20) feet**
- Culvert diameter – **Minimum of sixteen (16) inches**

Culverts installed without an approved permit a fine of **FIVE HUNDRED (\$500) DOLLARS** will be assessed by the Town

**SIGNATURE OF OWNER OR APPLICANT** \_\_\_\_\_

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**TO BE COMPLETED BY TOWN**

A culvert (will) (will not) be required. If required, a minimum diameter of \_\_\_\_\_ inches, minimum length \_\_\_\_\_ feet. The above driveway has been inspected by the Town of Brooklyn and determination has been made that the driveway meets the minimum standards.

**APPROVED THIS** \_\_\_\_\_ **DAY OF** \_\_\_\_\_ **20** \_\_\_\_\_

Chairman \_\_\_\_\_