

DATE: _____ **Town of Springfield
Driveway Permit**

Fee: _____
Ck. #: _____

Name & Address of Applicant:

Driveway Location:

Road Name: _____

(N/S/E/W) side

Feet (N/S/E/W) of

Phone: _____

Section _____ Lot # _____
Subdivision _____

CONDITIONS:

For access from private property to a town road the permitted driveway must meet all requirements per Town Ordinance 4.18 which includes the following:

- _____ Driveway Construction Plan
- _____ Erosion control permit if needed
- _____ Culvert (made of corrugated metal), with approved end walls, if required
Size: _____
- _____ Signed certification that applicant agrees to abide by town ordinance

Applicant Signatures:

Property Owner - _____ **Date:** _____

Builder - _____ **Date:** _____

Permit Granted By: _____ **Date:** _____
(Town of Springfield Designee)

CERTIFICATION

By accepting this permit, the property owner and contractor certify that they have read the permit, and will fully comply with the conditions of the permit and all applicable town ordinances. The property owner and contractor agree to notify the town road patrolman if the project undertaken deviates from the work authorized by this driveway permit. The property owner understands and acknowledges that by issuing the driveway permit, the Town has not guaranteed or approved the suitability or safety of the plans for any particular purpose. Further, the Town reserves the right, after inspecting the property, to require modifications to the project to comply with the town ordinance, if the project is built in a manner which deviates from the plans, or does not comply with applicable ordinances. The property owner is aware that a driveway permit can be suspended or revoked for noncompliance with its terms and provisions.

Property Owner – Signature and Printed Name

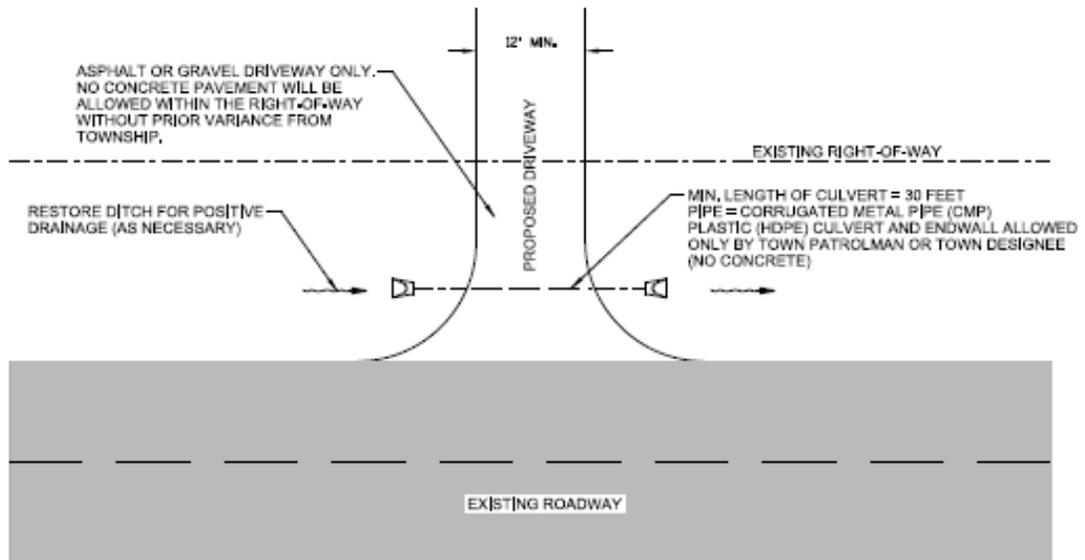
Date

Contractor – Signature and Printed Name

Date

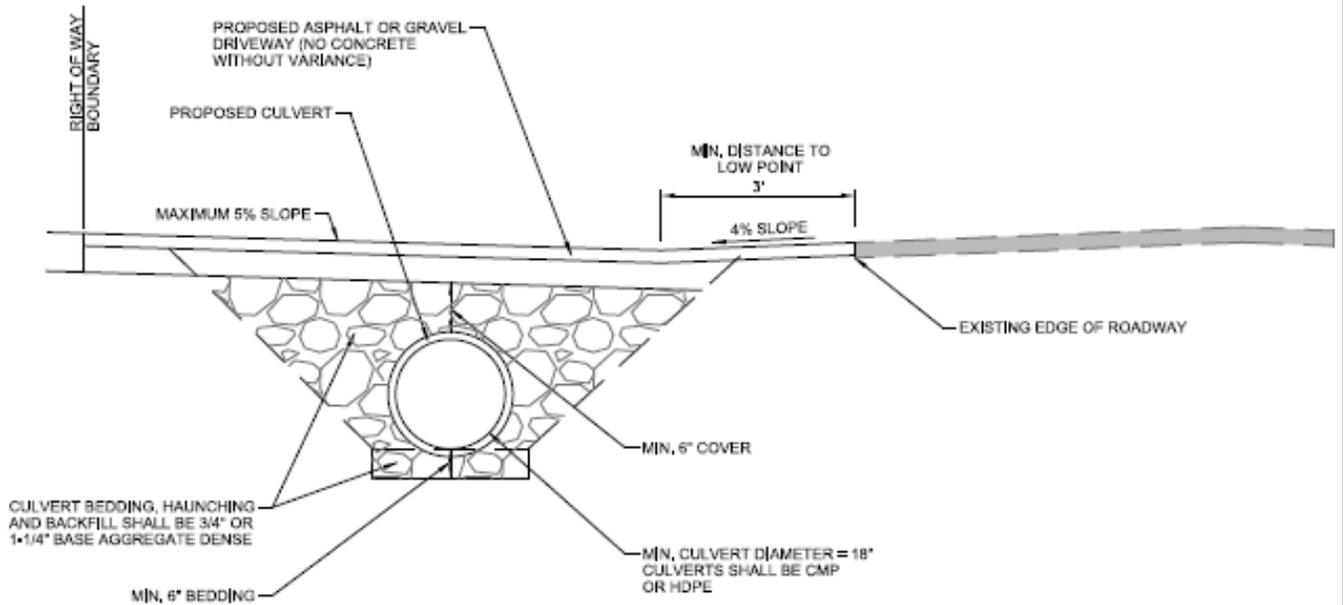
TOWN OF SPRINGFIELD
Driveway Permit Checklist

Item of Information	YES	NO
1 Have you included a Driveway Construction Plan which accurately depicts the following items (Review of a Driveway Construction Plan is required):		
A. Location including lot or parcel boundaries, adjacent roads and streets; position of driveway and other structures or obstructions; and all pertinent dimensions.		
B. Design including type and thickness of material(s); dimensions; slopes (grades); size, type and location of culvert.		
2 Are you disturbing land with a slope (grade) of more than 12%?		
3 Are you disturbing more than 400 cubic yards of soil?		
4 Are you disturbing more than 4,000 square feet of land?		
5 Will the driveway be more than 125 feet long?		
6 Are you disturbing land within: 300 feet of a navigable or intermittent stream; 75 feet of a wetland; or 1,000 feet of a lake, pond, or flowage as shown on a USGS Quadrangle map, Wisconsin Wetlands Inventory, or the Dane County DCI Map website?		
<p>If answering yes to any of questions 2 through 6, a Dane County Erosion Control Permit will be required. The applicant shall provide the Town with a copy of the submittals to Dane County.)</p>		
7 Will a retaining wall be necessary for the driveway?		
8 Will this be a joint or shared driveway; or will there be more than one driveway or access serving this parcel? (If yes, review and specific approval by the Town Board will be required)		



TYPICAL DRIVEWAY APPROACH PLAN VIEW

SCALE: NONE



TYPICAL DRIVEWAY APPROACH CROSS SECTION

SCALE: NONE

NOTE: DRIVEWAY MUST BE INSPECTED BY TOWNSHIP AT INSTALLATION AND AT TIME PRIOR TO FINAL ASPHALT OR GRAVEL SURFACING

00388021 12/13	DRIVEWAY APPROACH STANDARD TOWN OF SPRINGFIELD DANE COUNTY, WISCONSIN	PROJECT NO. 00388021 PLAN DATE 12/13/13 TOWN AS SHOWN	1/4 DRAWN BY ES 04/06/12 01	<p>MSA PROFESSIONAL SERVICES</p> <p>TRANSPORTATION • MUNICIPAL DEVELOPMENT • ENVIRONMENTAL 2501 International Lane, Madison, WI 53704 608-242-7775 1-800-444-6875 Fax: 608-242-0664 Web Address: www.msa-wi.com MSA PROFESSIONAL SERVICES</p>
	DRIVEWAY APPROACH STANDARD TOWN OF SPRINGFIELD DANE COUNTY, WISCONSIN			

Driveways

Driveways can block drainage and cause flooding. Culverts should be required to maintain normal ditch drainage. A minimum 18" diameter is recommended.

Driveways should be built so that they either slope away from the road or are graded with the low point over the culvert. This prevents water from washing onto the road from driveways.

