

VILLAGE OF RIDGEWAY

DRIVEWAY/RIGHT-OF-WAY PERMIT APPLICATION

Date Submitted: _____ Est. Completion Date: _____ Permit #: _____

Contractor's Name & Mailing Address: _____ Phone #: _____

Property Address: _____ Cell #: _____

Homeowner's Name & Mailing Address: _____

Permit Requested: Driveway/Culvert Street Opening Utility Right-of-Way Work

Type of Driveway: New Driveway Paving or Repaving of Driveway Relocate Driveway

Driveway Use: Residential Commercial

Type of Culvert: Culvert Addition Culvert Removal Trench Drain (NOTE: No Plastic Culverts)

Name of Road(s)/Street(s) Involved in Work:

a) What side of the roadway is the driveway located? (circle one) North – South – East – West

b) Does the property abut or border another roadway? _____ If Yes, which one: _____

c) Are there plans to further divide property? _____ If yes, explain: _____

d) Provide a sketch of proposed driveway showing roadway frontage.

Sketch Prepared By: _____ Date: _____

e) Applicant shall place flags or markers in ditch visible from roadway at the location of proposed driveway.

f) If driveway is not completed by the "Est. Completion Date" specified above, a time extension must be obtained from the Village of Ridgeway Public Works Director or this permit is null and void and bond will be forfeited and the driveway shall not be constructed unless authorized through a subsequent permit.

The construction and maintenance of the driveway shall be the responsibility of the applicant. It is understood and agreed that approval is subject to the applicant's full compliance with the pertinent statutes, as well as any codes, rules, regulations, and permit requirements of other jurisdictional agencies. A final inspection MUST be made after proposed work is completed.

The applicant shall also comply with all permit provisions, superimposed notes, and detail drawings, which may be added by the Village of Ridgeway Public Works Director. Any alternation of this form is prohibited and may be cause to revoke this permit.

THIS APPLICANT HAS READ AND UNDERSTANDS THE AFORESAID TERMS:

Applicant Signature: _____ Date: _____

Permit Approved by: _____ Date: _____

DO NOT WRITE BELOW THIS LINE (for office use only)

A _____ inch diameter culvert (NOT PLASTIC) _____ feet in length will be installed with end walls under driveway to provide proper drainage.

Initial Road Conditions (in front of driveway): GOOD BAD – Comment _____

Approved: _____ Date: _____

Village of Ridgeway Public Works Director

Final Road Conditions (in front of driveway): GOOD BAD – Comment _____

Approved: _____ Date: _____

Village of Ridgeway Public Works Director

- 1. All contractors are to protect the road edge and shoulder by planking or plywood.
- 2. All contractors are to park on job site, not along road edge or shoulder.
- 3. When a culvert is installed, all ditches in front of property must be dug out and seeded.
- 4. All driveways should be inspected before surfacing and after by Public Works Director.

Comments: _____

PERMIT PROVISIONS AND CONDITIONS OF ISSUANCE

Pursuant to Wisconsin Statutes; this permit is granted to allow performance of the specific work described herein. The following standard provisions and any included special provisions shall govern:

- 1) The Applicant agrees to indemnify and hold harmless the Permitting Authority, its employees and its agents, from any cost, suit, liability, and/or award which might come, be brought, or be assessed, because of the issuance of exercise of this permit, or because of any adverse effect upon any person or property which is attributed to the partially or entirely completed works of the Applicant. Accomplishment of the permitted work, or any part thereof, by or on behalf of the Applicant shall bind such Applicant to abide by this permit and all its conditions and provisions.
- 2) The permitted facilities shall, if necessary, be altered at the expense of the Applicant to permit alteration, improvement, or maintenance of the street as may hereafter be ordered. The entire cost of constructing and maintaining the permitted facilities shall be the obligation of the Applicant unless a contract for such costs has been executed.
- 3) No open cutting for a crossing will be allowed where the pavement is too narrow to maintain one-way traffic at all times, unless the Permitting Authority has granted permission for a detour. Wherever the pavement is opened, the soil shall be hauled away and the trench shall be backfilled with sand or gravel and compacted in layers. The pavement removed for a road crossing shall be replaced as per the Permitting Authority specifications.
- 4) When one-way traffic or a detour is used, the Applicant shall provide ALL NECESSARY SIGNS, FLAGMEN AND LIGHTS required according to the "Manual on Uniform Traffic Control Devices." When a detour is allowed, local newspapers shall be notified by the Applicant in advance of the work being started.
- 5) All disturbed area shall be returned to their present condition or better, subject to the satisfaction of the Permitting Authority or its representative. Access to all private drives and public street intersections shall be maintained, and all disturbed areas completely restored.
- 6) Any trenching, tunneling, or excavating shall be performed in accordance with the requirements of OSHA and the Wisconsin Department of Industry, Labor and Human Relations, and any applicable local regulations.
- 7) A copy of this approval, along with any plans and special provisions, shall be available on the job site.
- 8) Upon completion of the work the Applicant shall notify the Permitting Authority in writing or in person.

DAMAGES: Any damage which is the result of any repair, maintenance, or construction on roadways or road right-of-way, driveways in the Village of Ridgeway, shall be the responsibility of said party causing damage. The said party will have fifteen (15) days to repair damage or said party will pay the costs of damage to the Village of Ridgeway.

ROADWAY EXCAVATIONS: Replace with compacted suitable materials within twelve (12) inches of surface, road gravel or equivalent compacted to surface (9" gravel, 3" asphalt). NOTE: Cold patch may be used until weather permits.

DRIVEWAY GUIDELINES TO BE FOLLOWED:

- 1) Proper size, length, and pitch of culvert with end walls. (No plastic culverts allowed)
- 2) Culvert to be covered with 2"-3" of base stone.
- 3) Surface gravel 1/2"-3/4" gravel.
- 4) All disturbed areas to be restored with proper grading, seed or sod when required, and erosion control measures.
- 5) No rocks, washouts, debris, or concrete redi-mix materials.
- 6) No plantings (bushes, flowers, etc.), rocks, boulders, structures, fences, etc. within right-of-way. A rural mailbox is the ONLY item allowed to be placed in the right-of-way.
- 7) Village of Ridgeway is NOT responsible for any damage to mailboxes.

DRAW SKETCH OF DRIVEWAY HERE

