



Village of Vesper
6554 Cameron Avenue, Vesper, WI 54489

Driveway Permit Application

The designated applicant/owner requests permission to construct a driveway on Village Road right-of-way and in consideration of being granted permission, binds and obligates himself to construct the driveway in accordance with the description contained herein and sketches attached hereto, and to abide by the general requirements and location, design and construction requirements set forth on this form. Public Works Director or Zoning Administrator is required to inspect the area before construction begins.

Applicant's Name	Applicant's Phone #
Applicant's Address	

Owner's Name	Owner's Phone #
Owner's Address	

Description of Project

Approximate Start Date	Approximate End Date
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Work to Be Done By	
If Contractor, Name	
License #	Phone #

Applicant Signature	Date
Owner Signature (If Applicant is Not the Owner)	

Approval or Denial

 Village of Vesper Authorized Official Date

Mail Completed Form to:
 Village of Vesper Zoning Administrator
 PO Box 127
 Vesper WI 54489

VILLAGE USE ONLY	
Permit Fee: \$50.00	
Cash or Check #:	_____
Date Paid:	_____
Permit #:	_____

No person, firm or corporation shall construct, reconstruct, alter, or enlarge any private driveway within the limits of the dedicated portion of any public street under the control and jurisdiction of the Village of Vesper without first obtaining a driveway permit as provided by Village Ordinance Section 6-3-1. A driveway permit is not required when a new driveway is to be constructed in conjunction with the construction of a new principal structure; the driveway is included in the building permit process in such cases.

For the safety of the general public, the Village shall determine the location, size, construction and number of access points to public roadways within the Village limits. It is the Village's intent to provide safe access to properties abutting public roadways suitable for the property to be developed to its highest and best use, provided that access is not deficient or dangerous to the general public.

Application for such permit shall be made to the Clerk or Public Works Department on a form provided by the Village and shall be accompanied by a drawing accurately depicting the portion of the proposed private driveway to be constructed, reconstructed, altered, or enlarged lying within the dedicated portion of the public street, the dimensions thereof and a statement of the materials proposed to be used. Public Works personnel shall determine if a culvert will be required and the length and diameter thereof in conjunction with any driveway construction. The property owner shall be responsible for the cost and installation of the culvert.

The location, design and construction of driveways shall be in accordance with the following:

- A. A private driveway located within the dedicated area of a public street shall be at least ten (10) feet wide at the property line for residential properties but shall not have a width greater than twenty-six (26) feet measured at the property line and thirty-five (35) feet at the curb opening. In instances where the nature of the commercial or industrial activity or the physical characteristics of the land would require a driveway of greater width, the Village Board in its discretion may permit a driveway of additional width.
- B. A driveway shall be so located and constructed that vehicles approaching or using it shall have adequate sight distance along the street. Driveway approaches shall be at least ten (10) feet apart except by special permission from the Village Board, and driveways shall in all cases be placed wherever possible so as not to interfere with utilities in place.
- C. The number of driveways to serve an individual property fronting on a street shall be one (1), except where deemed necessary and feasible by the Village Board for reasonable and adequate service to the property, considering the safety, convenience and utility on the street.
- D. The surface of the driveway shall slope downward and away from the street shoulder a sufficient distance to preclude ordinary surface water drainage flowing onto the street roadbed.
- E. The Village Board may require the property owner to provide adequate surface water drainage along the street, and the property owner shall provide any necessary culvert pipe and installation at his/her expense.

The Village does not assume any responsibility for the removal or clearance of snow, ice or sleet or the opening of any windows of such material upon such portion of such driveway within the dedicated portion of the Village Street. The pushing of snow and other materials onto any Village Street or County highway is prohibited by Wisconsin Statutes 86.01, 86.07, 346.94 and/or 941.03.

The applicant shall be responsible for calling Diggers Hot Line (800-242-8511) prior to the commencement of excavation to permit proper marking of the area.

The applicant agrees to hold harmless and indemnify the Village of Vesper, its officers, agents and employees against any loss or damage for any personal injury or property damage sustained by reason of the exercise of this permit.

Applicant's Signature Required

Date

(Refer to Village Ordinance Sec. 6-3-1 & 6-3-2)