

TOWN OF HARTFORD  
3360 HWY K  
HARTFORD, WI 53027  
APPLICATION FOR ROAD ACCESS PERMIT

The Undersigned hereby applies for a road access permit in the Town of Hartford.

The Undersign agrees that all work shall be done as shown on the place of location hereof, in accordance with the requirements of the laws and regulations of the State of Wisconsin, the Town Zoning Ordinance, and all other applicable Town Ordinances.

**For Office Use Only:**

Date Filed \_\_\_\_\_  
 Fee Paid \_\_\_\_\_ Date \_\_\_\_\_  
 Culvert Size \_\_\_\_\_ Dia \_\_\_\_\_ Length \_\_\_\_\_  
 Approved \_\_\_\_\_

Owner of Site \_\_\_\_\_

Address of Premise Affected \_\_\_\_\_

Address \_\_\_\_\_

Zoning Classification \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Tax Key # \_\_\_\_\_ Section \_\_\_\_\_

( ) \_\_\_\_\_ ( ) \_\_\_\_\_  
 Phone Fax

**PURPOSE OF PERMIT:**

- \_\_\_\_\_ Installation of a culvert
- \_\_\_\_\_ Repair or replace existing culvert
- \_\_\_\_\_ Excavation or fill
- \_\_\_\_\_ Any other alterations

Owner/Agent \_\_\_\_\_

The following construction standard and general requirements shall apply to any culvert placed within the right-of-way and to any paved driveway approach within the right-of-way:

- 2 JAL 4-27-09 - as per 6.05 (3)*
- (a) Only one ~~(1)~~ access point shall be allowed per parcel. Driveway shall be a minimum of 5 feet from lot line.
  - (b) Only new galvanized steel meeting minimum State highway gauge will be allowed. Minimum size shall be 15 inch diameter, 22 foot length
  - (c) Culverts shall be laid on a bedding of three-quarter (3/4) inch road gravel and shall be backfilled with three-quarter (3/4) inch road gravel. There shall be a minimum of 6 inches of road gravel covering the culvert
  - (d) Driveway grades shall be placed in a manner to maintain a pitch of one-half (1/2) inch per foot away from the roadway to the center of the ditch flow line.
  - (e) No concrete surface or above ground structures and or obstructions shall be allowed above grade within the highway right-of-way.
  - (f) The applicant shall be responsible to call the Diggers Hot Line and any other underground utility sufficiently prior to the commencement of excavation to permit proper marking of the area.
  - (g) The applicant shall restore the highway right-of-way, to the satisfaction of the Town Board, and as soon as possible in order to avoid a hazard to the traveling public and excess erosion. No material shall be placed in the Town right of way and obstruction of drainage shall be prohibited.
  - (h) All work within the right-of-way shall be performed in such a manner so as not to interfere with traffic on the adjoining roadway.
  - (i) The entire cost of installing and maintaining the driveway access and culvert, including restoration, shall be the financial responsibility of the applicant.
  - (j) The applicant agrees to hold harmless and indemnify the Town of, Hartford, 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.

This application and terms and conditions of the proposed permit are hereby agreed to

Date \_\_\_\_\_

Signature \_\_\_\_\_

Print name: \_\_\_\_\_

**Proposed Access shall be staked at both ends of proposed culvert.**

Site must be inspected before installation