

**PIERCE COUNTY, WISCONSIN  
 PERMIT TO CONSTRUCT OR ALTER AN ACCESS ONTO A COUNTY HIGHWAY**

Applicant name and Address _____ _____ _____ Home Phone No. _____ Cell Phone No. _____ E-mail Address _____	County Trunk Highway _____ Township Name _____ Section _____ Township _____ Range _____ Completion Date _____
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**What type of driveway ?** (check one)

New Driveway     
  Improve existing driveway     
  Relocate existing driveway

**For what purpose will driveway be used ?** (check one)

Agriculture   
  Residential (1-2 lots)   
  Subdivision (3 or more lots)   
  Commercial   
  Other-list

**What side of Highway ?** \_\_\_\_\_

Direction and distance to closest intersection and driveway:

\_\_\_\_\_

APPLICANT'S SIGNATURE \_\_\_\_\_ DATE: \_\_\_\_\_

**MARK THE LOCATION** of the access on the map located on the backside of this form, as well as by placing a stake at the site where access is wanted.

**COST: Agriculture & Residential : \$50.00      Subdivision, Commercial and Other: \$100.00**

**PIERCE COUNTY HIGHWAY DEPARTMENT**  
 621 W. Cairns St., P.O. Box 780  
 ELLSWORTH, WI 54011  
 (715) 273-5096 highwaydept@co.pierce.wi.us

<b>FOR OFFICE USE ONLY:</b>	<b>PERMIT NUMBER:</b> _____
PULL OUT DISTANCE will be used to determine safe access onto a highway; a safe distance of 7 seconds minimum is required. (See ITEM #24) Distance to : North _____ South _____ East _____ West	
REQUIRED DRAINAGE STRUCTURE:	
COMMENTS:	
APPROVED BY:	
Pierce County Highway Department	Date

Fee paid by (Cash) or (Check No. \_\_\_\_\_) Date \_\_\_\_\_ Receipt No. \_\_\_\_\_

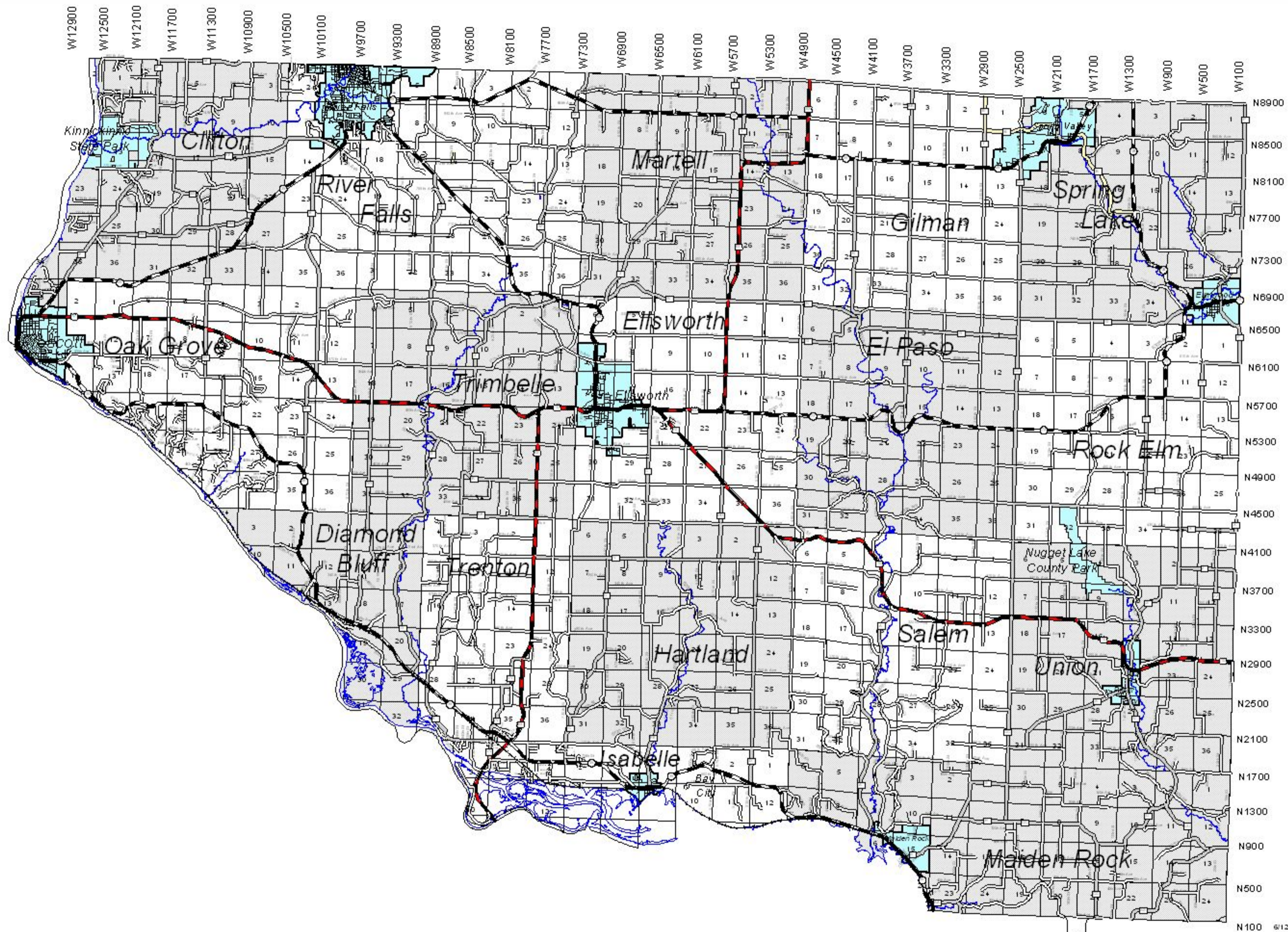
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REQUIREMENTS AND PROVISIONS:

1. APPLICANT shall be landowner or his/her designee. If a designee, the applicant shall demonstrate the manner in which he/she is authorized to represent the landowner, whether as an attorney-at-law, attorney-at-fact, land contract vendee, etc.
2. THE ACCESS shall slope down a minimum of 4" and a maximum of 12" at a distance of 15 feet from edge or pavement on County Highway.
3. THE TRAVELLED portion of access shall be a minimum of 5 feet from adjoining lot line, unless a common driveway will be shared by adjoining property owners.
4. ACCESS shall be constructed at 90-degree angle from centerline of County Highway.
5. ALL SLOPES shall be 3:1 or flatter.
6. IF THE ACCESS is not completed by the "Completion Date" (or one (1) year, whichever is sooner), this permit shall be null and void and the access shall not be constructed unless authorized through a subsequent permit.
7. ONLY ONE (1) access per parcel shall be approved and the department reserves the right to reject an application for access. for access for an individual parcel where conditions, in the opinion of the department, that, in the sound discretion of the department, warrant the creation of a service road to provide a common point of access for several or more parcels of land.
8. ALL ACCESS shall be a minimum of 500 feet apart, except in Village and City Limits where they shall be no closer than 75 feet.
9. NO ROCK, bituminous, concrete, timber or other embankment retention shall be used without prior approval.
10. THE PIERCE COUNTY Highway Department will make final determination as to widths, radius and other design factors of the access.
11. THE ISSUANCE of this permit shall not be construed as a waiver of the applicants' obligation and responsibility to comply with other requirements imposed by either state, county or any local municipalities' ordinances.
12. PLEASE NOTE that if the purpose of the access permit that was applied for and approved is changed from the present use, a new permit is required.
13. THE LANDOWNER, HIS/HER SUCCESSORS OR ASSIGNS AGREE TO HOLD HARMLESS Pierce County, and its duly appointed agents and employees against any action for personal injury or property damage sustained by reason of the exercise of this permit, including but not limited to construction, maintenance and repairs and/or use of the highway access.
14. ANY VARIANCE from the conditions of the permit shall be made by the Pierce County Highway Committee at a regularly scheduled meeting and it will be the responsibility of the applicant to arrange with the Highway Department as to the date, time and place of such meeting.
15. FAILURE to comply with the specifications as defined in this permit shall result in a written notice given to permittee that will describe what shall be done to bring the access into compliance and if compliance is not met in the specified time the Pierce County Highway Dept. shall have the right to remove all supplies and materials that are on highway right-of-way, as well as bill the applicant/permittee for all costs associated with the removal.

Requirements and Provisions continued:

16. PIERCE COUNTY reserves the right, in its sole discretion, to deny an application to construct or alter an access onto a county highway whether for reasons of safety, expense to the county or any other reason deemed to be in the best interests of the public health, safety and welfare by the department.
17. THE APPLICANT agrees that, if granted, the permits shall not authorize the applicant, his principal, heirs, successors or assigns to use that portion of the access driveway located in the right-of-way of the county highway for the purpose of parking or servicing vehicles, or for advertising, storage or merchandising goods on the highway right of way.
18. ALL COSTS of material and labor for the construction and maintenance of access shall be the sole responsibility of the applicant. In the process of constructing the access, the applicant shall make the installation without jeopardy to or interference with traffic using the highway. Highway surfaces, shoulders, ditches and vegetation disturbed in the process shall be restored to the equivalent of the original condition, immediately prior to the time construction commenced.
19. DESPITE the granting of an access permit onto a county highway, the Pierce County Highway Department reserves the right to make such changes, additions, repairs and relocations within statutory limits to the driveway or its appurtenances on the right of way as may, at any time, be considered necessary to permit the relocation, reconstruction, widening, and maintaining of the highway or to provide proper protection to life and property on or adjacent to the highway.
20. THE DEPARTMENT does not assume any responsibility for the removal or clearance of snow, ice or sleet or the opening of wind rows of such materials, upon any portion of the access driveway or entrance along any county highway even though snow, ice or sleet is deposited or wind rowed on said driveway or entrance by its authorized representatives engaged in normal winter maintenance operation.
21. THE ACCESS constructed pursuant to this permit shall not obstruct or impair drainage in highway side ditches or roadside areas. Driveway culverts, where necessary, shall be adequate for surface water drainage along the highway, as determined by the Pierce County Highway Dept.
22. WHEN CURB or gutter is a rule for constructing an access to a county highway, the new connection shall be of the equivalent acceptable material and curb returns provided or restored in a neat, workman like manner. Driveway construction shall also include replacement of sidewalk areas which are inadequate or become damaged by reason of vehicular traffic on the driveway access across the sidewalk.
23. NO FILL or grading shall take place in the right-of-way of the county highway without the express, written consent and approval of the Pierce County Highway Department.
24. PULL OUT DISTANCE will be calculated from a point 10 feet from edge of the traveled lane of highway and with eye level at 3½ feet. The seven (7) second pullout distance will start when an average size automobile first appears until it passes proposed driveway.
25. THE ACCESS shall comply with any and all requirements and provisions of the Pierce County Land Management Department as well as the township/municipality in which the access is located.



W12900 W12500 W12100 W11700 W11300 W10900 W10500 W10100 W9700 W9300 W8900 W8500 W8100 W7700 W7300 W6900 W6500 W6100 W5700 W5300 W4900 W4500 W4100 W3700 W3300 W2900 W2500 W2100 W1700 W1300 W900 W500 W100

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