



# ASHLAND COUNTY HIGHWAY DEPARTMENT

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## ASHLAND COUNTY HIGHWAY DEPARTMENT DRIVEWAY POLICY

### County Highways

The Ashland County Highway Department requires a permit for the placement of a driveway, field entrance or temporary access to any property adjoining a County Trunk Highway.

### Location

When locating a driveway, several considerations must be made as follows:

1. Driveways should not be placed in a blind spot or area where there is limited vision. There should be 300 to 500 feet of vision (depending on posted speed limit) near hills and curves.
2. Drainage must be maintained, ordinarily a culvert is required. The Department will inform you what size culvert will be required. Maintenance of the culvert is the property owner's responsibility. Used culverts are not recommended. Drainage restrictions are not allowed.
3. The Department will not permit "multiple driveways" on the same parcel of property unless there is a compelling reason. Owners should limit access to one point whenever possible.

### Siting Procedure

The following steps should be taken when applying for a driveway permit:

1. Inspect the proposed sit and choose the best location with respect to sight distance and drainage.
2. Mark the location for the proposed driveway using lathe and flagging or flagging tied to a tree or fence line.
3. Complete a driveway permit application (attached)

### Processing

Upon receipt of your permit request, the Department will inspect the site and determine if a permit can be granted. If there are no problems found at the site, you will receive a permit authorizing you to construct your driveway. If the site does not meet standards, you will be contacted about any problems. Allow 3 to 4 weeks for inspection and response. There is a \$25.00 charge for a driveway permit.

## Installation and Maintenance

The cost of furnishing and installing a culvert along with all costs associated with construction of the driveway are solely the owners. Driveways must be constructed in a workmanship like manner. Driveways that do not meet standards will have to be repaired at the owners cost. If they are not promptly repaired in a timely fashion, the County Highway Department will remove the driveway and bill the owner.

### Other Streets, Roads and Highways

Town Road Driveways – Contact the Town Chairman or Town Clerk in your Town for requirements and necessary permits.

City and Village Streets – Contact the City or Village Hall for information on the appropriate party to contact.

State Highways – Contact the Wisconsin Department of Transportation, Superior Office at (715) 392-7925 and you will be directed to the party who administers permits for the State Highway System.