



CITY OF COLUMBUS

105 N. DICKASON BOULEVARD * COLUMBUS, WISCONSIN 53925-1565
920.623.5900 * FAX 920.623.5901 www.cityofcolumbuswi.com

APPLICATION FOR PERMIT: DRIVEWAY OPENING

Applications will not be processed unless all required information for the specific application type is submitted and applicable fees are paid. **No partial applications will be accepted and final acceptance will be determined by City Staff.**

Sec. 86.193 of the Columbus municipal code provides that no person shall install, alter, change, replace or extend across or through any sidewalk or curbing of any driveway without having first obtained a permit.

_____ **New Construction** _____ **Replacement** _____ **Exception**
_____ **Single Driveway** _____ **Two Driveway openings (see Sec. 86.191 (b) & (c) for allowances)**

APPLICATION FEE PAYABLE WITH APPLICATION: \$25.00.

Applicant information:

Name: _____

Address: _____

City: _____ State: _____ ZIP: _____

Phone: (H) _____ (C) _____

Fax: _____ Email: _____

Property Owner information (if different from Applicant):

Name: _____

Address: _____

City: _____ State: _____ ZIP: _____

Phone: (H) _____ (C) _____

Fax: _____ Email: _____

Contractor involved with project:

Name: _____

Address: _____

City: _____ State: _____ ZIP _____

Phone: _____ (C) _____

Fax: _____ Email: _____



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Site Information:

Address: _____

Zoning: _____ Single Family _____ Duplex _____ Multi unit
 _____ Commercial _____ Industrial

Attach site plan or map of property to show location of proposed driveway(s). Plan must clearly show all existing and proposed driveway(s), measurements (width), location, all street frontages and the location of all structures on the premises.

Conditions of permit issuance. Conditions may be required by the common council if it finds them necessary to fulfill the purpose and intent of this chapter.

Exceptions. Exceptions from ordinance or standards for construction may be authorized by the Common Council. Notification will be provided to applicant when present on agenda for consideration by Common Council.

Expiration. The permit shall expire one year from the date of approval.

See Ch. 86-191 through 86-193 and the attached construction specifications for information on the requirements for driveways.

I certify that all the above statements and plans submitted with this application are true and accurate. I consent to the entry in or upon the premises described in this application by any authorized official of the City of Columbus for the purposes of inspection as may be required by law.

Date

Signature of Applicant

Date

Signature of Owner (if different from Applicant)

Date Fees Paid _____ Date Submitted for consideration _____

Action taken () Approved () Conditions (attached) () Denied

Date of Action _____

City of Columbus

Department of Public Works
229 E. School Street
Columbus WI 53925

Driveway construction standard specifications

A permit must be obtained and completed from the City of Columbus prior to any work beginning.

The below standards and specifications are the minimum requirements for installation of driveway apron within the right of way of the City of Columbus.

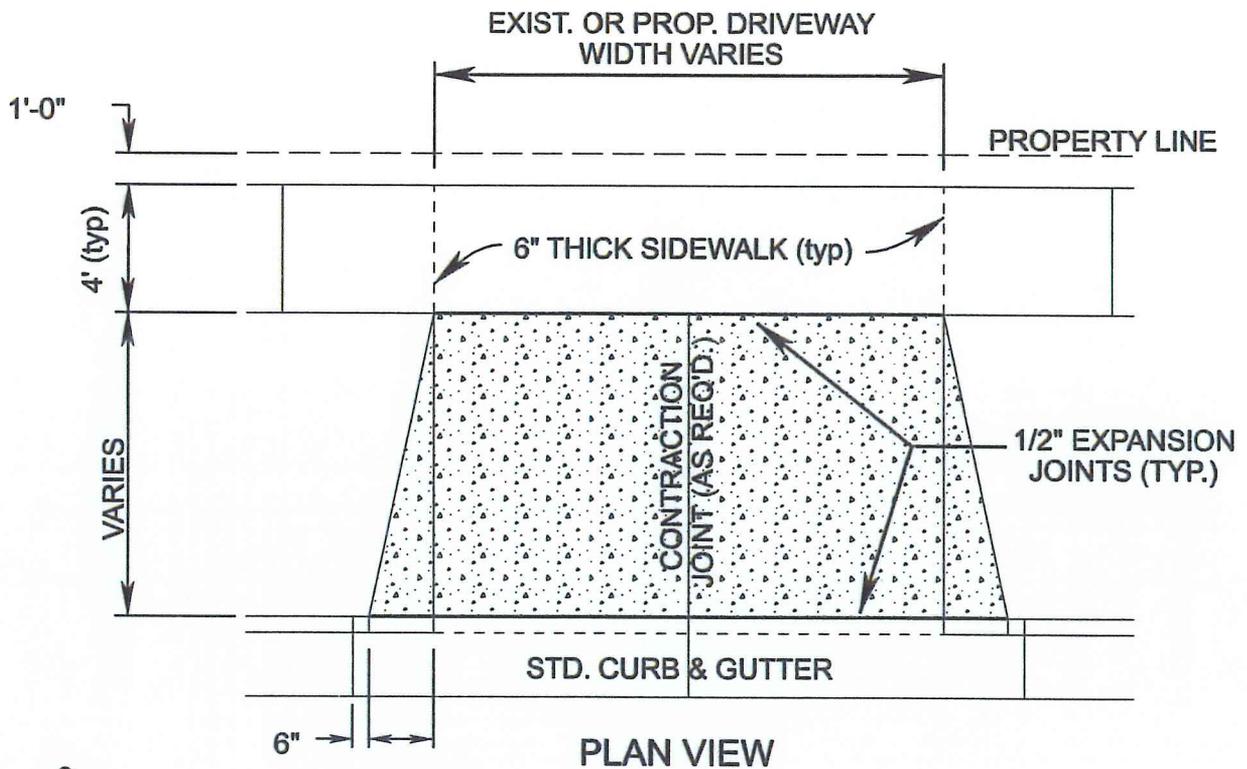
1. **Driveway Apron Minimum Concrete Strength** – 3,000 PSI after 28 days
2. **Driveway Width** – As stated below.
3. **Standard Driveway Apron Slope** – New driveway shall not exceed 10%; existing driveways shall match existing grades as required and approved by the Department of Public Works.
4. **Standard Driveway Apron Thickness** – 6" thick; in commercial or industrial areas DPW may determine required use of 6" x 6" x 10" wire mesh.
5. **Subgrade** – compact and grade in accordance with the detail prior to aggregate based
6. **Aggregate Base** – $\frac{3}{4}$ crushed aggregate based course, 6" thick is required.
7. **Finish** – smooth; lightly broomed
8. **Curing** – Curing compound is required and should be applied immediately after pouring. If weather is below freezing, colder weather protection is required. Concrete should be covered to prevent rain damage if not adequately cured. No concrete will be accepted if rained on prior to initial cure.
9. **Joints** – install expansion joints at the start of new construction that matches existing concrete sidewalk and curb and gutter. Contraction joints shall be placed at a minimum at the center of the driveway.
10. **Sealant** – High grade sealant applied to prevent salt damage

All other specifications shall be in compliance with State of Wisconsin WisDOT standard specifications for highway and structure construction, latest addition. Notify the department of public works prior to pouring concrete and after completion for inspection. Any areas of non compliance must be corrected immediately as directed by the City of Columbus.

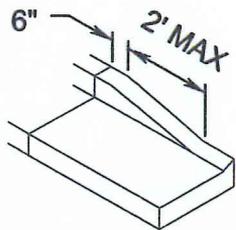
REQUIREMENTS FOR ALL DRIVEWAYS

1. There shall be no more than one (1) driveway per lot or two (2) driveways per multi-family residential lot per street frontage. One (1) additional drive may be permitted per street frontage when that frontage exceeds two hundred (200) feet.
2. Except for permitted joint driveways, the outside edge of the driveway must be at least 3 feet from the side property line or adjacent driveway.
3. A residential driveway shall not exceed twenty-four (24) feet in width, as measured at the property line, except if the building has a three car garage. If a building has a three car garage, the driveway width may be increased an additional twelve (12) feet for a total width not to exceed thirty-six (36) feet.
4. Commercial or industrial driveway shall not exceed thirty-two (32) feet in width as measured at the property line.
5. There shall be no more than two (2) driveways per commercial or industrial lot per street frontage. Driveways on each street frontage shall meet the requirements for each street frontage separately. Driveways may be prohibited or restricted in size, number, or direction of traffic flow, if in the opinion of the Public Work's Department; the proposed access will present a hazard to the safety and general welfare of the public.
6. There shall be no residential driveway access to any collector or arterial street unless such street provides the only available access.
7. Joint driveways are not permitted on lots that were platted after January 1, 2004. Joint driveways constructed prior to January 1, 2004 may be repaired and replaced.
8. No driveway shall be located closer than twenty (20) feet from a right-of way line of an intersection of two streets.
9. The angle of intersection between the driveway and the street pavement shall be between seventy-five (75) and ninety (90) degrees.
10. Driveway approaches shall be located within the property line extended to the street pavement. The approach is to be located within the property line as if the property line were to be extended to the street pavement.
11. New driveways shall be constructed of one of the following: concrete, asphalt, brick or other surface approved by the Director of Public Works.
12. Driveway aprons, between the edge of the pavement and the right-of way line, shall be constructed of concrete pavement.
13. Driveways constructed in areas with curb and gutter shall include a flared section between the curb and gutter and the street side of existing or future sidewalks. The flared section shall be flared between the back of the curb and nearest edge of an existing or future sidewalk, but no greater than two point five (2.5) feet, for a total combined apron flare of five (5.0) feet. The curb head shall be saw cut or the curb and gutter shall be neatly removed at the driveway opening location and replaced with concrete gutter and driveway approach head.
14. All driveways shall be designed to accommodate future or existing sidewalks. All paved driveway entrances and aprons shall provide for increased thickness of concrete sidewalks in accordance with city standards.
15. The construction of driveways shall not impede drainage of the street or off street areas. In areas with existing curb and gutter, the driveway shall not extend further into the street than the face of the gutter. In areas without curb and gutter, or in areas with ditch sections for the drainage of the roadway, a culvert of the size or capacity required by the Public Works Department shall be installed at the time of driveway construction at the property owner's expense.
16. Any person, firm or corporation constructing a driveway is responsible for repairing any damage to adjacent property such as sidewalk, bike path, street and / or curb and gutter.

17. No person shall install, alter, change, replace or extend any driveway without first obtaining a permit.
18. Driveways on one street frontage may be prohibited, only if alternate access can be provided on another frontage.
19. Driveways for commercial or industrial lots shall be paved with asphalt or concrete pavements.
20. Streets, sidewalks, alleys, and/or public rights-of-way shall not be used for internal traffic circulation or maneuvers into and from off-street parking spaces. Driveways shall be located to promote good internal traffic circulation with minimal disruption of on-street traffic.
21. Exceptions to requirements, the Board of Public Works may waive the requirements for residential drives where, in their opinion, the waiving of the requirements will not have detrimental effect on the safety of the general public.
22. The Board of Public Works may waive the requirements for commercial and industrial driveways if the applicant submits an engineered alternative plan that will effectively permit ingress and egress with a minimum of hazard or congestion to pedestrian and vehicle traffic both on and off the street.

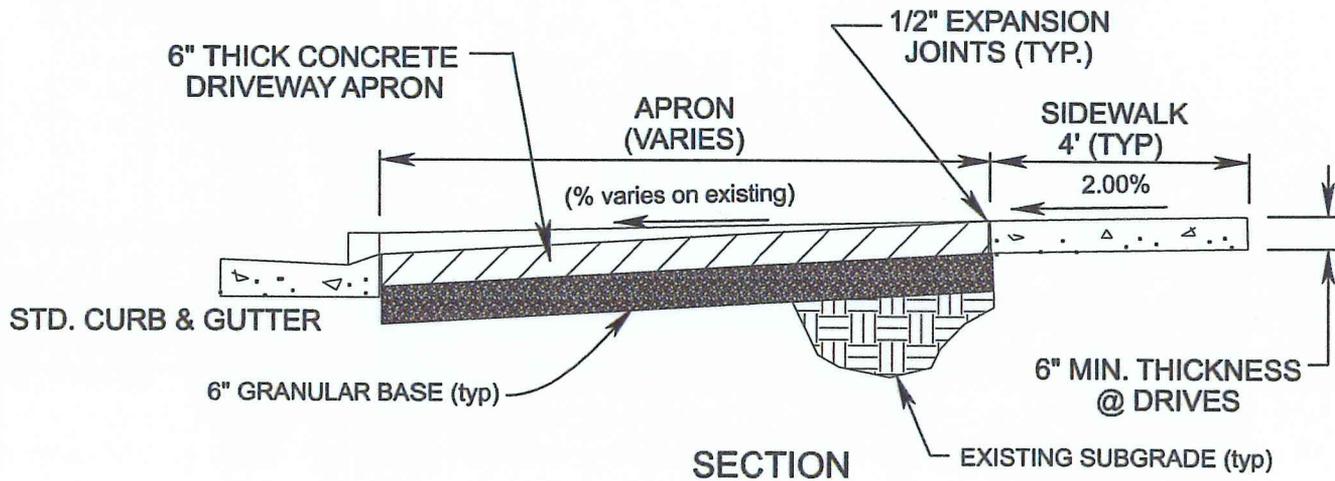


PLAN VIEW



2' TRANSITION
(SEE DETAIL)

TRANSITION DETAIL



SECTION

WIRE MESH MAY BE REQUIRED IN THE DRIVEWAY APRON FOR INDUSTRIAL OR COMMERCIAL APPLICATIONS AS DETERMIEND BY THE DEPARTMENT OF PUBLIC WORKS

CITY OF COLUMBUS
STANDARD DETAILS

FIGURE 1

CONCRETE DRIVEWAY
APRON

REVISED 03/08/11