

**TOWN OF CHICOG  
DRIVEWAY  
ORDINANCE # 05082024**

Authority - The Town Board of the Town of Chicog, Washburn County, Wisconsin, has the specific authority to adopt this ordinance under the provisions of Sections 60.22, 66.0425 & 86.07 Wisconsin Statutes.

**1) Purpose:**

The purpose of the ordinance is to provide safety to the citizens when using and/or entering all roads in the Town of Chicog, and to avoid damage to Town Roads due to erosion/washouts.

**2) Permits:**

- A. Permits are required for all private driveways and roads with access onto roads in the Town of Chicog.
- B. All sites must be inspected and approved before any earth moving is started.
- C. All permits are subject to the approval or denial of the Town of Chicog Board.
- D. Permits will be available from the Town of Chicog Clerk or the Chicog Website.

**3) Conditions of Issuance:**

- A. It is the landowners' responsibility to verify that the driveway location is on their property/right of way. Property disputes are between landowners, with no Town of Chicog involvement.
- B. The applicant indicated on the permit represents all parties in interest, that any driveway or approach constructed by or for him is for the bona fide purpose of providing access to his property.
- C. The permittee shall furnish all materials, do all the work, and pay all costs in connection with the construction of the driveway and its appurtenances on the town right of way. In every instance, the subsequent maintenance of the driveway and its appurtenances within the limits of the road right of way shall be the responsibility of the indicated permittee, who shall be obligated to pay all costs and accomplish all works necessary in relation to said maintenance of the driveway facility.
- D. The driveway installation shall be made without jeopardy to or interfere with traffic using the road way.
- E. Road surfaces, shoulders and vegetation that are disturbed by the driveway installation shall be restored to at least the pre-existing conditions by the driveway construction.
- F. The surface of the driveway connecting with the road way shall slope down and away from the road shoulder a sufficient amount and distance to preclude ordinary surface water drainage from the driveway area flowing on to the road bed.

- G. The driveway shall not obstruct or impair drainage in road side ditches. Driveway culverts where necessary, shall be adequate for surface water drainage along the road and in no case less equivalent of a 12-inch diameter pipe.
- H. No revisions or additions shall be made to the access driveway or its appurtenances on the right-of-way without the permission of the Chicog Town Board or the Road Crew.
- I. The Town of Chicog does not assume responsibility for the removal or clearance of snow, ice or sleet, or the opening of windrows of such material, upon any portion of any driveway or entrance along any Town road way, even though snow, ice and sleet is deposited or windrowed on said driveway or entrance by its authorized representative engaged in normal winter maintenance operations.
- J. The permittee, his successors or assignees agree to hold harmless the Town of Chicog and its duly appointed agents and employees against any action for personal injury or property damage sustained by exercise of the permit.
- K. For purposes of snowplowing and availability of emergency equipment, driveways must be cleared of all trees, rocks, stumps, debris, etc. at 20 feet wide by 16 feet high, with ample room to turn equipment around.

#### **4) Enforcement:**

All costs incurred by the Town of Chicog relating to the enforcement of this Ordinance or in making determinations or inspections necessary hereunder, shall be paid by the property owner, including but not limited to, any costs to the Town for bringing such driveways up to the provisions of the Ordinance if property owner refuses to do the same.

Town administrative and inspection costs shall be payable by the permit fee that was established by the Town Board at the Town of Chicog Board meeting on May 8<sup>th</sup> 2024. Said fee was set at \$60.00. This fee is subject to change upon the discretion of the town board, but only at a properly noticed public meeting. If any of the required costs are not covered by the property owner, said costs can be charged back to the landowner's property taxes as a special assessment.

#### **5) Validity:**

Should any section, clause or provision of the Ordinance be declared by the courts to be invalid, the same shall not affect the validity of the Ordinance as a whole or any part thereof, other than the part so declared to be invalid.

This Ordinance shall be effective upon passage and publication as provided by law, and shall repeal and replace all previous driveway ordinances heretofore enacted by the Town of Chicog.

Adopted this 12<sup>th</sup> day of June, 2024.

By the Town Board of the Town of Chicog.

*David Johns*  
Chairman

*Brian By*  
1<sup>st</sup> Supervisor

*Susan Atwood*  
2<sup>nd</sup> Supervisor

*[Signature]*  
ATTESTED BY: TOWN CLERK



Please note that this ordinance shall take effect upon publication or posting as set forth in s. 60.80, Wis. Stats.

**DRIVEWAY PERMIT  
TOWN OF CHICOG  
REQUIRED FEE \$60.00**

NAME OF PERSON REQUESTING PERMIT \_\_\_\_\_

SITE ADDRESS \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_

LOCATION OR FIRE # \_\_\_\_\_

NAME OF ROAD \_\_\_\_\_

TYPE OF DRIVEWAY \_\_\_\_\_

SIZE OF DRAINAGE STRUCTURE REQUIRED \_\_\_\_\_

CURRENT MAILING ADDRESS \_\_\_\_\_

DESCRIPTION OF WORK, SPECIAL RESTRICTIONS, OTHER DETAILS OR SKETCHES

PLEASE CLEARLY MARK DRIVEWAY WITH FLAGS OR POSTS PRIOR TO SENDING IN THIS PERMIT APPLICATION SO INSPECTION CAN BE COMPLETED.

ISSUANCE OF THIS PERMIT SHALL NOT BE CONSTRUED AS A WAIVER OF THE APPLICANTS OBLIGATION TO COMPLY WITH ANY MORE RESTRICTION REQUIREMENTS IMPOSED BY THE CHICOG TOWN BOARD OR WASHBURN COUNTY ZONING.

THE APPLICANT ACKNOWLEDGES THAT THEY HAVE READ THE TOWN OF CHICOG DRIVEWAY ORDINANCE ATTACHED TO THE APPLICATION AND THEY AGREE TO COMPLY WITH ALL RESTRICTIONS AND CONDITIONS OF SAID ORDINANCE. THE TOWN OF CHICOG BOARD RESERVES THE RIGHT TO REMOVE THE ACCESS DRIVEWAY AT THE OWNERS EXPENSE IN CASE OF FAILURE TO COMPLY.

\_\_\_\_\_  
SIGNATURE OF APPLICANT

\_\_\_\_\_  
DATE

\_\_\_\_\_  
DATE OF APPROVAL

\_\_\_\_\_  
APPROVED BY

\_\_\_\_\_  
CLERKS SIGNATURE