

INSTRUCTIONS FOR APPLICATION/PERMIT TO CONSTRUCT DRIVEWAY TO COUNTY TRUNK HIGHWAY

- This application must be completed, signed and dated by landowner.
- Please type or print neatly in ink the required information on the application form.
- Retain a copy of the completed application for your records and **submit the form with original signature and appropriate application fee** (see # 11 of instructions below) to the Iowa County Highway Department, 1215 N. Bequette Street, Dodgeville, WI 53533.

By following these instructions, you will increase the efficiency and speed of processing your application.

1. **Applicant's Name** – Provide full name of property owner or agent requesting the permit.
2. **Applicant's Phone Number** – Provide home and cell phone number including area code in which you can be contacted between the hours of 7:00 a.m. and 3:30 p.m. Monday through Friday. Note at the top of the form if there are certain times of the day and/or days of the week that are more convenient for contact.
3. **Nearest Fire Number** – Provide nearest fire number.
4. **County** – Provide the county name.
5. **Applicant/Property Owner Mailing Address** – Provide street name and/or P.O. Box number, City, State, and Zip Code information. This address information is used to return application/permit to applicant.
6. **Town – Village** – Check the appropriate box and provide the name.
7. **Tax Parcel Identification #** -- Provide the tax parcel ID# the driveway will be located on.
8. **Anticipated Completion Date** – Permit expires one year of filing date.
9. **Driveway located within the** – Check appropriate box and fill in location.
10. **Type of driveway:** Check appropriate box.
11. **What type of use will the driveway serve** – Check the appropriate box described the following definitions:
 - Type "A" Access -- \$175.00: private driveways with access to one or two agricultural or residential parcels must have a driveway width of 12 feet minimum (3.659m) and return radius of 20 feet (6,096 m) (see attached drawing).
 - Type "B" Agricultural Field Access--\$175.00: must be used for agricultural equipment access parcels or field entrances to agricultural parcels or agricultural-residential parcels or homestead access, must have a driveway width of 16 ft or more (4.8767m) as measured at the right-of-way line, and a return radius as illustrated in the drawings attached hereto for Type B driveways.
 - Type "C" Access -- \$325.00: standards must be used for residential with 3-20 units and commercial or industrial with up to 25,000 square feet (2,322.5 sq. m) (see attached drawing).
 - Type "D" Access -- \$325.00: standards must be used for residential with over 20 units and commercial or industrial over 25,000 square feet (2,322.5 sq. m) (see attached drawing).
12. **Type of access surface being constructed** – Check the appropriate box.

13. **Approximately how many times will vehicles use this driveway daily** – Estimate how many trips will be made by vehicles going in and out of this driveway on a daily basis. For example, one vehicle going in and out of the driveway would equal two trips.
14. **What side of the highway is the proposed driveway located**—The enclosed CTH map may be helpful in orienting you.
15. **Is the proposed driveway less than 300 feet from another driveway on the same highway** – This distance can be estimated by driving. (0.1 mile equals 528 feet.)
16. **What is the name of the nearest side road from the proposed driveway** – Provide the full name of the nearest intersecting road.
17. **Approximately how far is the proposed driveway from the side road listed in #16 and in what direction from the proposed driveway** – The distance and direction can be estimated by starting at the point of the proposed driveway and driving down the highway until you reach the nearest public side road. The enclosed CTH map may be helpful in determining the proper direction.
18. **Does this parcel of land abut or border alongside another public road** – Indicate the road's name, if the property lines of this land are next to another public road.
19. **How many existing driveways does this property currently have** – Field entrances should be included in this total.
20. **Are there any access restrictions limiting the number of driveways to this property** – If yes, submit a copy of the access restriction agreement with your permit application.
21. **Are there any access easements across the property** – An access easement is defined as granting another party the right to vehicular access across this parcel.

If you have any questions about this application, please contact our office below:

Iowa County Highway Department
1215 N. Bequette Street
Dodgeville, WI 53533
Phone: 608-935-3381