

**Town of Cross Plains
Dane County, Wisconsin**

**DRIVEWAY CONSTRUCTION GUIDE
DRIVEWAY SPECIFICATIONS FOR NEW DRIVEWAYS**

(1) Slope. The maximum final slope of a driveway or any segment of a driveway shall be no more than 12%.

(2) Width.

(a) A single use driveway shall be constructed with a minimum fourteen (14') foot road bed width, and minimum twelve (12') and a maximum of twenty-four (24') foot road surface width. There shall be a minimum of 20 feet clear width, within which the driveway roadbed shall be centered. If the dwelling(s) is (are) located more than 100 feet from a public road, there shall be a roadbed of not less than sixteen (16') feet and a road surface width of not less than fourteen (14') feet. There shall be a minimum of 20 feet clear width, within which the driveway roadbed shall be centered.

(b) A shared driveway or any shared segment of a driveway shall have a four rod (66 feet) right of way and be constructed with a minimum eighteen (18') foot road bed width, and a minimum sixteen (16') foot and a maximum of twenty-four (24') road surface width. There shall be a minimum of 20 feet clear width, within which the driveway roadbed shall be centered.

(3) Radius of Curves. All curves in a driveway shall have an inside radius of no less than 35 feet when measured at the edge of roadbed.

(4) Drainage.

(a) For acceptable drainage, ditches along the right-of-way, roadway crowning, and culverts shall be provided by the property owner when needed. A driveway shall be planned, constructed, and maintained in a manner that prevents diversion of surface water onto the traveled portion of a public highway.

(b) When a ditch is necessary to prevent surface water from flowing across the driveway surface, the depth of that ditch shall be at least fourteen (14) inches deep at four (4) feet from the driveway surface. Side banks beyond the ditch bottom shall be constructed of earthen materials and shall extend for a minimum of 4 feet from the ditch bottom. The side banks shall be graded to a slope of not less than 1 foot of vertical rise for each 3 feet of horizontal distance (33% slope). Excluded from this ditch requirement is a driveway for which retaining walls and/or other erosion control measures are installed as specified in any driveway layout plan approved by the Town Board.

(c) Any culvert(s) required beyond the right-of-way access point shall be designed to handle storm water drainage of the upstream land area without flooding or eroding the road surface and adjacent property.

(5) Culverts. If construction of a driveway would block the natural flow of water along the right-of-way of a town street or road, it shall have a winged culvert at least 18 inch diameter equivalency, or larger as necessary, to provide unobstructed storm water

flow at the ditch line where the driveway meets the town street or road. The Town Board may require engineering data to support the sizing of any proposed culvert. The minimum length of culvert and depth of fill is calculated in the Town of Cross Plains Culvert Selection section of this guide. All newly installed culverts shall be equipped with end walls. When the governing body controlling the right-of-way is not the Town, that controlling governing body will determine culvert requirements.

(6) Juncture with Public Road.

(a) All driveway junctures shall be perpendicular to the public road and shall have a maximum slope of 5% from the point where the driveway intersects the public road surface for a minimum of 20 feet from the public road surface.

(b) Driveways descending to the roadway shall have a slight dip placed across the driveway just before the culvert at the access point to the public roadway to prevent debris from washing onto the public road. When a culvert is not required at the access point, the dip shall occur a minimum of eight (8) feet back from the public road surface.

(7) Substrate. A driveway shall have at least 4 inches of 2-inch rock on the roadbed, covered with at least 2 inches of $\frac{3}{4}$ -inch gravel, or other equivalent weight bearing surface (e.g. asphalt or concrete) sufficient to accommodate safe access of public safety vehicles and equipment.

(8) Surface Paving. Concrete driveways and/or decorative paving shall not lie within the right-of-way of a town street, road, or highway unless the road surface begins with concrete curb and gutter. Non-decorative asphalt paving may abut the edge of a town street or road surface. When a driveway intersects a state highway or a county road, contact that agency for their requirements.

(9) Sight Distance (Vision triangle). The sight distance at the access point where a driveway enters onto a public street, road or highway shall provide an unobstructed view (line of sight) equal to or greater than the standard stopping distance applicable to whichever is lower, the design speed or posted speed limit at that location. The sight distance shall be measured forty-four [44] inches up from the driveway surface, that being the operator position of a typical passenger vehicle, and a minimum distance of ten [10] feet back from the road driving surface, thereby not allowing any portion of the vehicle to extend over the road driving surface. The standard stopping distances are established by the State of Wisconsin, Department of Transportation.

(10) Public Safety Vehicle and Equipment Access and Egress.

(a) An area not less than 20 feet in width and 16 feet in height shall be cleared of all obstruction along the entire length of a driveway right-of-way in order to permit the safe passage of public safety vehicles and equipment to structures served by the driveway. Where such clearing would be environmentally damaging, the Town Board may modify this requirement only after determining that failure to clear will not interfere with public safety vehicles and equipment or will not create a safety hazard. A field road is exempt from this requirement.

(b) All driveways over one hundred fifty (150) feet in length shall provide adequate area, constructed to the same specifications as a single use driveway, for a vehicle of up to thirty (30) feet in length to quickly and safely reverse direction at the driveway termination point thereby allowing a forward direction of egress.

(c) All driveways over four hundred fifty (450) feet in length shall provide adequate area, constructed to the same specifications as a single use driveway, for a vehicle of up to thirty eight (38) feet in length to safely reverse direction within one hundred (100) feet of the driveway termination point.

(11) Costs. All costs of driveway design, including an engineered plan if required, construction, modification and maintenance, including the cost of culverts, erosion control measures, and relocation of any existing utilities shall be paid by the property owner. The property owner shall be responsible for costs of required review(s) or inspection(s) by the town.

(12) Erosion Control. Erosion control requirements are established and administered by Dane County. More specific details are found in the Dane County Code of Ordinances, Chapter 11.05(3).