

TOWN OF GENEVA

DRIVEWAY/RIGHT-OF-WAY PERMIT APPLICATION

Date Submitted: \_\_\_\_\_ Est. Completion Date: \_\_\_\_\_ Permit #: \_\_\_\_\_

Contractor's Name & Mailing Address: \_\_\_\_\_ Phone #: \_\_\_\_\_

Property Address: \_\_\_\_\_ Cell #: \_\_\_\_\_

Homeowner's Name & Mailing Address: \_\_\_\_\_

Permit Requested:  Driveway/Culvert  Street Opening  Utility Right-of-Way Work

Type of Driveway:  New Driveway  Paving or Repaving of Driveway  Relocate Driveway

Driveway Use:  Residential  Agricultural  Commercial

Type of Culvert:  Culvert Addition  Culvert Removal  Trench Drain (NOTE: No Plastic Culverts)

Name of Road(s)/Street(s) Involved in Work:

a) What side of the roadway is the driveway located? (circle one) North – South – East – West

b) Does the property abut or border another roadway? \_\_\_\_\_ If Yes, which one: \_\_\_\_\_

c) Are there plans to further divide property? \_\_\_\_\_ If yes, explain: \_\_\_\_\_

d) Provide a sketch of proposed driveway showing roadway frontage.  
Sketch Prepared By: \_\_\_\_\_ Date: \_\_\_\_\_

e) Applicant shall place flags or markers in ditch visible from roadway at the location of proposed driveway.

f) If driveway is not completed by the "Est. Completion Date" specified above, a time extension must be obtained from the Highway Department or Building Inspector or this permit is null and void and bond will be forfeited and the driveway shall not be constructed unless authorized through a subsequent permit.

The construction and maintenance of the driveway shall be the responsibility of the applicant. It is understood and agreed that approval is subject to the applicant's full compliance with the pertinent statutes, as well as any codes, rules, regulations, and permit requirements of other jurisdictional agencies. A final inspection MUST be made after proposed work is completed. Work performed within the Town right-of-way may necessitate an alteration to a driveway. Applicant agrees that the driveway area involved will be repaired, but a concrete driveway will not be replaced with concrete.

The applicant shall also comply with all permit provisions, superimposed notes, and detail drawings, which may be added by the Highway Department or Town Engineer. Any alternation of this form is prohibited and may be cause to revoke this permit.

THIS APPLICANT HAS READ AND UNDERSTANDS THE AFORESAID TERMS:

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**DO NOT WRITE BELOW THIS LINE (for office use only)**

A \_\_\_\_\_ inch diameter culvert (NOT PLASTIC) \_\_\_\_\_ feet in length will be installed with end walls under driveway to provide proper drainage.

Initial Road Conditions (in front of driveway): GOOD BAD – Comment \_\_\_\_\_

Approved: \_\_\_\_\_ Date: \_\_\_\_\_  
Town of Geneva Agent

Final Road Conditions (in front of driveway): GOOD BAD – Comment \_\_\_\_\_

Approved: \_\_\_\_\_ Date: \_\_\_\_\_  
Town of Geneva Agent

- 1. All contractors are to protect the road edge and shoulder by planking or plywood.
- 2. All contractors are to park on job site, not along road edge or shoulder.
- 3. When a culvert is installed, all ditches in front of property must be dug out and seeded.
- 4. All driveways should be inspected before surfacing and after by Highway Superintendent.

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**PERMIT PROVISIONS AND CONDITIONS OF ISSUANCE**

Pursuant to Wisconsin Statutes; this permit is granted to allow performance of the specific work described herein. The following standard provisions and any included special provisions shall govern:

- 1) The Applicant agrees to indemnify and hold harmless the Permitting Authority, its employees and its agents, from any cost, suit, liability, and/or award which might come, be brought, or be assessed, because of the issuance or exercise of this permit, or because of any adverse effect upon any person or property which is attributed to the partially or entirely completed works of the Applicant. Accomplishment of the permitted work, or any part thereof, by or on behalf of the Applicant shall bind such Applicant to abide by this permit and all its conditions and provisions.
- 2) The permitted facilities shall, if necessary, be altered at the expense of the Applicant to permit alteration, improvement, or maintenance of the highway as may hereafter be ordered. The entire cost of constructing and maintaining the permitted facilities shall be the obligation of the Applicant unless a contract for such costs has been executed.
- 3) No open cutting for a crossing will be allowed where the pavement is too narrow to maintain one-way traffic at all times, unless the Permitting Authority has granted permission for a detour. Wherever the pavement is opened, the soil shall be hauled away and the trench shall be backfilled with sand or gravel and compacted in layers. The pavement removed for a road crossing shall be replaced as per the Permitting Authority specifications.
- 4) When one-way traffic or a detour is used, the Applicant shall provide ALL NECESSARY SIGNS, FLAGMEN AND LIGHTS required according to the "Manual on Uniform Traffic Control Devices." When a detour is allowed, local newspapers shall be notified by the Applicant in advance of the work being started.
- 5) All disturbed area shall be returned to their present condition or better, subject to the satisfaction of the Permitting Authority or its representative. Access to all private drives and public street intersections shall be maintained, and all disturbed areas completely restored.
- 6) Any trenching, tunneling, or excavating shall be performed in accordance with the requirements of OSHA and the Wisconsin Department of Industry, Labor and Human Relations, and any applicable local regulations.
- 7) A copy of this approval, along with any plans and special provisions, shall be available on the job site.
- 8) Upon completion of the work the Applicant shall file a written notice with the Permitting Authority.

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**DAMAGES AND LOSS OF BOND:** Any damage which is the result of any repair, maintenance, or construction on roadways or road right-of-way, driveways in the Town of Geneva, shall be the responsibility of said party causing damage. The said party will have fifteen (15) days to repair damage or said party will pay the costs of damage to the Town of Geneva for the damage.

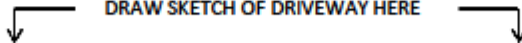
**ROADWAY EXCAVATIONS:** Replace with compacted suitable materials within twelve (12) inches of surface, road gravel or equivalent compacted to surface (9" gravel, 3" asphalt). NOTE: Cold patch may be used until weather permits.

**DRIVEWAY GUIDELINES TO BE FOLLOWED:**

- 1) Proper size, length, and pitch of culvert with end walls. (No plastic culverts allowed)
- 2) Culvert to be covered with 2"-3" of base stone.
- 3) Surface gravel 1/2"-3/4" gravel.
- 4) All disturbed areas to be restored with proper grading, seed or sod when required, and erosion control measures.
- 5) No rocks, washouts, debris, or concrete redi-mix materials.
- 6) No plantings (bushes, flowers, etc.), rocks, boulders, structures, fences, etc. within right-of-way. A rural mailbox is the ONLY item allowed to be placed in the right-of-way.
- 7) Town of Geneva is NOT responsible for any damage to mailboxes.

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DRAW SKETCH OF DRIVEWAY HERE



**ORDINANCE NO. 1**  
**BUILDING ORDINANCE**

The Town Board for the Town of Geneva, Walworth County, Wisconsin, does ordain that the Town of Geneva Ordinance Nos. 1, 34, and 43 are hereby repealed and recreated as Ordinance No. 1.

Section 1.       Wisconsin State Uniform Dwelling Code Adopted.

Except as otherwise provided in this Ordinance, the Administrative Code provisions describing and defining regulations with respect to one and two-family dwellings in Chapters ILHR 20-25 of the Wisconsin Administrative Code are hereby adopted and by reference made a part of this Chapter as if fully set forth herein, and shall apply to all one and two-family dwellings and alterations and additions thereto; the construction of which shall have been commenced after the effective date of this Ordinance. Any act required to be performed or prohibited by Chapters ILHR 20-25 of the Wisconsin Administrative Code incorporated herein by reference is required or prohibited by this Ordinance. Any future amendments, revisions, or modifications of Chapters ILHR 20-25, incorporated herein are intended to be made part of this Section in order to secure a uniform statewide regulation of one and two-family dwellings and manufactured buildings standards.

Section 2.       State Building Code Adopted.

Except as otherwise specifically provided in this Ordinance, the Wisconsin Administrative Building and Heating, Ventilation, and Air Conditioning Codes, Chapters ILHR 50-64, are hereby adopted and by reference made part of this Ordinance as if fully set forth herein. Any act required to be performed or prohibited by Chapters ILHR 50-64 of the Wisconsin Administrative Code incorporated herein by reference, is required or prohibited by this Section. Any future amendments, revisions, or modifications of Chapters ILHR 50-64, incorporated herein, are intended to be made a part of this Section.

Section 3.       State Plumbing Code Adopted.

Except as otherwise specifically provided in this Ordinance, the provisions of the Wisconsin State Plumbing Code, Chapters ILHR 81-87 of the Rules of the Department of Industry, Labor, and Human Relations, as published in the Wisconsin Administrative Code, are hereby adopted and made a part of this Ordinance and shall apply to all plumbing, drainage, and drain laying in the Town. Any future amendments, revisions, or modifications of Chapters ILHR 81-87, incorporated herein, are intended to be made a part of this Section.

Section 4.       Wisconsin State Electrical Code Adopted.

Except as otherwise specifically provided in this Ordinance, the provisions of the Wisconsin Administrative Code, Chapters ILHR 16 and 17, are hereby adopted and by reference made a part of this Ordinance. Any future amendments, revisions, or modifications of Chapters ILHR 16 and 17, incorporated herein, are intended to be made a part of this Section.

Section 5. State Existing Buildings Code.

Except as otherwise specifically provided in this Ordinance, the Wisconsin Administrative Codes, Chapters Ind. 160-164, are hereby adopted and by reference made part of this Ordinance as if fully set forth herein. Any act required to be performed or prohibited by Chapters Ind. 160-164 of the Wisconsin Administrative Code incorporated herein by reference, is required or prohibited by this Section. Any future amendments, revisions, or modifications of Chapters Ind. 160-164 incorporated herein, are intended to be made a part of this Section.

Section 6. Certified Municipality Classification.

The Town of Geneva shall become a Certified Municipality as described in ILHR 50.21 of the Wisconsin Administrative Code, for the purpose of administering Chapters ILHR 50-64 accordingly.

Section 7. Building Inspector.

There is hereby created the position of Town Building Inspector, who shall administer and enforce this Ordinance, who shall be certified by the Department of Industry, Labor, and Human Relations as specified by Section 101.66(2), Wisconsin Statutes. Appointment of the Building Inspector shall be made by the Town Board.

Section 8. Building Permit Required (Adopted September 10, 2012)

A. No person shall build or cause to be built, repaired or razed any one or two-family dwelling, any accessory building, commercial building, or any remodeling without first obtaining all required building permits for such construction or razing. Such building permits shall be furnished by the Town Building Inspector. The permits shall be filed with the appropriate fees with the Town Building Inspection Department.

B. A building permit shall have lapsed and become void unless building operations are commenced or structure completely razed within six (6) months from the date thereon, said permit shall also lapse and become void if the structure is not completed, repaired or razed within two (2) years of the date of issuance of the permit.

C. The Building Inspector may revoke the building permit by written notice at any time that he shall find that the above mentioned Ordinances, laws, orders, plans, and specifications are not being complied with.

D. This Ordinance shall not be construed to require a permit for all repairs or minor alterations to:

1. Residential Structures: Which do not, in the opinion of the Town Building Inspector, change or impact the occupancy, area, structural strength, fire protection, exits, insulation or other code regulated component.

2. Commercial or Industrial Structures: Which do not, in the opinion of the Town Building Inspector, change the occupancy, area, structural strength, fire protection, exits, lights, ventilations of a building or other code regulated component.

E. Any person feeling himself aggrieved by any order or ruling of the Building Inspector may appeal from such order or ruling to the Town Board within five (5) days after written notice of such order or ruling shall have been delivered to him in writing, setting forth the order or ruling appealed from and filed with the Town Clerk.

Section 9. Building Permit Fee.

The building permit fees shall be determined by the appointed Building Inspector or Building Inspection Agency and approved by the Town Board.

Section 10. Moving of Buildings. (See also Section 14 – Curb Edge Protection)

- A. Before granting a permit to move any building along, across, or upon a public highway or across land not the property of the owner of the building, the party applying therefor shall provide the Town with good and sufficient sureties to be approved by said Town Board, and saving the Town harmless from and indemnifying said Town from any claim or claims arising out of the movement of said building pursuant to such permit.
- B. Every permit to move a building shall designate the route to be taken and limit the time for removal. The removal of buildings shall be continuous all hours of the day and day by day if the Building Inspector and the Town Board orders, until completion with the least possible obstruction to the thoroughfares. Lighted lanterns shall be kept in conspicuous places at each end of the building during the night.
- C. No bond shall be required for the moving of a building from one location to another on the same premises, but such an operation will require a permit.
- D. This Ordinance adopts Walworth County Zoning Ordinance, Wisconsin Plumbing Code, and State Board of Health Laws.

Section 11. Minimum Structural Specifications.

No building erected in the Town of Geneva for dwelling purposes shall have a floor area of less than 960 square feet, exclusive of porches.

Section 12. House Trailers.

In so far as this provision does not conflict with the County Zoning Ordinance adopted by the Town, trailers shall at no time be permitted in a residential district, excepting, however, while a residence is in process of construction. As to this exception, the owner or building may occupy a house trailer upon the premises for a period of not to exceed twelve (12) months from the date of issuance of the building permit for the residence.

Section 13. Signs.

It shall be unlawful for anyone to post a sign or notice regarding a building permit until application has been made for the actual building permit.

Section 14. Curb Edge Protection. (Adopted April 14, 2014 Ordinance No. 76)

No person shall commence construction or razing of any building without first providing protection for the edge of the paved roadway and adjoining right-of-way from damage caused by the exiting and entering of the paved roadway of vehicles and other equipment to and from the adjoining property. Intended protection shall be submitted to and approved by the Town Building Inspector prior to the issuance of a permit required by the ordinance. Additional protection may not be required if the adjoining property is served by an existing driveway which, in the opinion of the Town Building Inspector, is adequate to protect the edge of the roadway and access to and from the adjoining property is limited to the existing driveway.

Section 15. Penalties. (Adopted April 14, 2014 Ordinance No. 76)

The Board shall provide for the enforcement of this Section and all other laws and ordinances relating to buildings by means of the withholding of building permits, imposition of forfeitures and injunctions and injunction action. Any person violating any of the provisions of this Ordinance shall, upon conviction, forfeit not less than Ten (\$10.00) Dollars nor more than Five Thousand (\$5,000.00) Dollars, together with the costs of prosecution thereof. It shall be the responsibility of the offender to abate the violation as expeditiously as possible, and each day that such violation is permitted to continue shall constitute a separate offense.

Section 16. Severability.

If any Section, Clause, Provision, or Portion of this Ordinance is adjudged unconstitutional or invalid by a Court of competent jurisdiction, the remaining provisions shall not be affected thereby.

Section 17. Effective Date.

This Ordinance, as amended, shall be effective upon passage or posting as provided by Law.

Adopted this 7<sup>th</sup> day of September, 1993.

ORDINANCE NO. 20A

PROPERTY MAINTENANCE ORDINANCE

The Town Board for the Town of Geneva, Walworth County, Wisconsin, does ordain that the Town of Geneva Ordinance No. 20, Section 4, paragraph C shall be amended to read as follows:

Section 4. Housing Appearance.

C. Grading and Drainage Lots. Every yard, court, vent passageway, driveway, and other portion of the lot on which the building stands shall be graded and drained so as to prevent the accumulation of water on any such surface or on adjacent property. Driveways shall be maintained in good repair. In addition, no Owner shall cause any water to be discharged from the Owner's property onto an adjacent property by means of downspouts or downspout extensions, sump pump discharge of any nature, tiling (above or underground), grading, or by any other means, except if the discharge is into a natural drainage way existing upon the Owner's property, which does not unreasonably increase the natural flow thereof, or a storm water drainage system approved or constructed by the town.

Effective Date. The amendment of the existing Ordinance and the passage of this Ordinance shall take effect from and after its adoption by the Town Board and upon posting or publication thereof as provided by the Statutes of the State of Wisconsin.

Adopted this 14th day of October, 2013.

**ORDINANCE NO. 31**

**ROAD ORDINANCE**

This Ordinance is adopted under the authority of Section 60.29(26), 60.18(12), 61.34(5), and 86.26 of the Wisconsin Statutes as amended and is an Ordinance establishing specifications, rules, and regulations of construction, alteration, improvement, and acceptance of roads in the Town of Geneva. The Town Board for the Town of Geneva, Walworth County, State of Wisconsin, does ordain Ordinance No. 31 as follows:

Section 1. Title.

This Ordinance shall be known as the "ROAD ORDINANCE, TOWN OF GENEVA, WALWORTH COUNTY, STATE OF WISCONSIN", and hereinafter referred to as the "ORDINANCE".

Section 2. Purpose and Intent.

The purpose of this Ordinance is to promote the health, safety, general welfare of the Town of Geneva, and it is the general intent of this Ordinance to regulate and restrict the construction, reconstruction, alteration, and upgrading of roads prior to acceptance by the Town Board; to enhance the general safety of the roads and promote efficiency; to lessen congestion, to facilitate proper drainage; to promote sound road construction standards and to provide for the administration and enforcement of this Ordinance, including provision for penalties for its violation.

Section 3. Abrogation and Greater Restrictions.

It is not intended by this Ordinance to repeal, abrogate, annul, impair, or interfere with any existing easements, covenants, deed restrictions, agreements, ordinances, rules, regulations, or permits previously adopted or issued pursuant to law. However, wherever this Ordinance imposes greater restrictions, the provisions of this Ordinance shall govern.

Section 4. Interpretation.

In its interpretation and applications, the provisions of this Ordinance shall be liberally construed in favor of the Town, and shall not be construed to be a limitation or repeal of any other power granted by the Wisconsin Statutes.

Section 5. Town Datum.

The Town Datum used to establish grades shall be the Mean Sea Level Datum 1929 Adjustment as established by the U.S. Coast and Geodetic Survey.

Section 6. Definitions.

- A. "Approach" is that portion of road extending 100 feet on each side of a culvert or bridge.
- B. "Base Course" is the layer or layers of specified or selected material of designated thickness placed on a subbase or subgrade to support a surface course.



- C. "Cul-De-Sac" is a road or way with only one outlet and having an appropriate terminal for the safe and convenient reversal of traffic movement.
- D. "Drainage" is to make gradually dry, by trenches, channels, ditches, and tiles or other means.
- E. "Gradient" is the rate of rise or fall of the surface of the roadway measured along the centerline expressed as a percentage. Thus a one percent (1%) grade will rise or fall one foot in 100 feet. The slope of a road or other public way, specified in percent.
- F. "Highway" is a road or way over which the public generally has the right to pass.
- G. "Right-Of-Way" is a general term denoting land, in a strip, acquired for or devoted to a road.
- H. "Roadbed" is the graded portion of a road within top and side slopes prepared as a foundation for the pavement structure and shoulders.
- I. "Roadway" is that portion of a road within limits of construction.
- J. "Roadway Width" is the portion of a road, including shoulders, for vehicular use.
- K. "Subbase" is the layer or layers of specified or selected material of designated thickness placed on a subgrade to support a base course.
- L. "Subgrade" is the top surface of a roadbed upon which the pavement structure and shoulders are constructed.
- M. "Surface Course" is the final course of material put down over which traffic passes, exclusive of shoulders.
- N. "Surface Width" is the portion of the roadway, exclusive of shoulders, for the movement of vehicles.
- O. "Town Road" is a road or way over which the public generally has the right to pass, over which the Town Board has the direct authority and supervision.
- P. "Driveway" is any private way, that connects to any public road which provides vehicular access from the road to a residence, structure, or area intended for parking of any vehicle, trailer or other personal property.

#### Section 7. Application.

Individual or corporate owners of land wishing to create or alter a Town road, shall make application, in writing, to the Town Board of Supervisors, and shall submit to said Board of Supervisors a detailed drawing indicating exact location and description of the proposed Town road. Upon receipt of application and drawing, the Town Board will proceed to examine all aspects of the proposed Town road, or alterations applied for, and if approved by the Town Board, the individual or corporate land owner shall be given the permit or a conditional permit to proceed under the supervision of the Town Board.

Section 8. Standards.

The following are minimum standards for proposed construction or alterations of Town roads.

- A. Standard Specifications. Standard specifications for road and bridge construction, as published by the Department of Transportation of the State of Wisconsin, shall apply to all Town roads within the Town of Geneva except where specifically modified by this Ordinance.
- B. Roadway Preparation. After clearing all areas of soft, yielding, or spongy subgrade shall be excavated and backfilled with pit run gravel, so as to ensure a stable foundation. The foundation (earth subgrade, subbase course, or base course, as the case may be) shall be so prepared and constructed that it will have as nearly as practicable, uniform density throughout.
- C. Gradient. The minimum grade of any Town road shall not be less than one-half percent (1/2%), nor in excess of ten percent (10%), except as otherwise approved by the Town Board.
- D. Drainage. The roadway must be complete with proper drainage provisions to provide for adequate removal of water. When it becomes necessary to make a lateral trench, leading from the main drainage course, then the additional land necessary for the removal of accumulated water must be provided and deeded to the Town, along with the necessary land for the right-of-way. The additional land so conveyed to the Town for drainage purposes will be under the supervision of the Town Board at all times. Erosion controls shall be provided and the Town Board may require additional measures to be taken when it is deemed necessary.
- E. Base Course. Shall consist of no less than ten inches (10') of compacted road gravel and shall be no less than twenty-eight feet (28') wide. The base course shall be applied in two courses of a minimum of six inches (6") and four inches (4") of compacted gravel meeting at a minimum State Specification Gradation 2.
- F. Surface Course. Shall be of bituminous blacktop or other suitable material, not less than three inches (3") thick and not less than twenty-two feet (22') wide. The surface course shall be applied in two courses of a minimum of one and three-quarter inches (1-3/4") binder grade and one and one-quarter inches (1-1/4") Course Grade No. 3. No surface course shall be applied for one year after completion of the base course without special written approval from the Town Board.
- G. Shoulders. Shoulders shall be a minimum of three feet (3') wide and finished flush with the surface course, using State specification shoulder gravel.
- H. Culverts. Culverts necessary for proper drainage shall be installed after elevation and location is obtained from the Town Board. The minimum length of any culvert installed in any roadbed shall be forty feet (40') in length. However, the diameter and length of such culvert shall be subject to approval of the Town Board, after the amount of flowage is determined. Secondary culverts installed in any lateral trenches will be of a size and length determined by the Town Board. The Town Board may require end sections upon all culverts, and any additional erosion controls deemed necessary by the Town Board.
- I. Official Cross Section of a Town Board. All roads shall be in compliance with the requirements as set forth on the Typical Cross Section in addition to any that may be required by the Subsections of this Ordinance.

- J. Intersections. Intersections shall be as near as possible at a right angle, and all proposed Town roads that intersect an existing Town road shall be so located that there is a minimum of six hundred feet (600') of sight distance along the existing Town road, at each direction from the intersection unless otherwise approved by the Town Board.
- K. Erosion Control. The project engineer, surveyor, contractor, individual, or corporate owner shall show in the road plans all erosion control measures, including provision for the installation or construction of temporary retention ponds, diversions, or other means to ensure the control of erosion, both during and after construction. All such erosion control measures shown shall be approved by the Town Board and the Town Board may require additional control measures when deemed necessary.
- L. Road Plan. The individual or corporate owner shall cause to be submitted to the Town Board a set of road plans, indicating a typical cross section, existing center line grade, proposed center line grade, and a plan of the proposed road.
- M. Curves. The minimum center line radius for any curve shall be not less than one hundred feet (100').
- N. Cul-De-Sac. Shall have a minimum right-of-way radius of sixty feet (60') and a minimum surface course radius of forty feet (40').

Section 9. Final Inspection.

Upon completion of a proposed Town road, the Town Board of Supervisors, or their designate, will proceed to make a final inspection, accepting or rejecting the road, as the case may be. If the road is rejected, then corrections must be made as recommended by the Town Board before final inspection can be made again. If final acceptance is made, the owner or owners will convey to the Town Board, by deed, all land necessary for the roads in accordance with the provisions of this Ordinance.

Section 10. Performance Bonds.

The Town Board may require a deposit of cash equal to the total cost of the project as determined by the Town Engineer or an engineer designated by the Town Board. As an alternative to the deposit of cash, the owner or owners may, in lieu thereof, submit a performance bond, and the penal sum of twice the engineer's estimate, and shall make payment to the Town upon demand, as construction progresses.

Section 11. Driveway Construction.

- A. Approval required. No person shall construct or maintain any driveway leading into a public highway or Town road without first entering into a waiver agreement with the Town prior to construction of the drive area and paying therefor the fee of Seventy-Five and no/100 (\$75.00) Dollars.
- B. Specifications for Driveway Construction.
  - 1. Width. No driveway shall exceed thirty-six feet (36') in width at the road or edge.

2. Interference with Intersections Prohibited. At road intersections, a driveway shall not provide direct ingress or egress to or from the road intersection area and shall not occupy areas of the roadway deemed necessary by the Town Board for effective traffic control or for highway signs or signals.
3. Interference with Road. No driveway shall extend out into the right-of-way farther than the improved roadway, shall not be more than thirty-five (35') feet in width at any joint within the Town right-of-way, and under no circumstances shall a driveway apron extend into the improved roadway surface area. No driveway entrance shall be constructed of concrete, brick, block or other surface material other than gravel or asphaltic blacktop without first entering into a waiver agreement with the Town prior to construction of the drive area. All driveway entrances shall be so constructed that they shall not interfere with the drainage of roads, side ditches, or roadside areas, or with any existing structure on the right-of-way. No driveway shall be constructed so as to allow surface waters to flow from the driveway onto the improved surface of the roadway or prohibit surface waters from draining from the improved surface of the roadway onto the driveway. No driveway entrance shall have any curb or other object that is elevated above the surface grade of the driveway within the Town right-of-way. When required by the Town Building Inspector or Town Engineer to provide for adequate surface water drainage or other concern along the road, the property owner shall provide any necessary culvert, pipe, drains or other apparatus at the owner's expense.

At the time of application for a driveway permit, the owner shall provide driveway plans including dimensions, materials to be used, elevations from the roadway surface to a point twelve (12') feet perpendicular from the roadway surface toward the owner's property, and such other information as the Town Building Inspector or Town Engineer may require for review prior to issuance of the driveway permit.

4. Number of Access Points Limited. The permittee shall be limited to the access point as designated by the Town Board after inspection of site and written approval of said site location and limitation of size, construction and maintenance. The driveway shall be as near as possible at a right angle to the roadway and shall be so located that there is a minimum of four hundred feet (400') of sight distance along the road in each direction unless otherwise approved by the Town Board. The permittee shall assume all responsibility for any injury or damage to persons or property resulting directly or indirectly during construction or repair of driveway entrances. Side ditches and roadside areas shall be restored in a neat, workmanlike manner. Driveway surfaces shall connect with the road pavement in a neat, workmanlike manner.

Section 12. Penalty.

Any person, firm, or corporation who fails to comply with the provisions of the Ordinance, or any order of the Town Board issued in accordance with this Ordinance, shall, upon conviction thereof, forfeit not less than Ten (\$10.00) Dollars nor more than One Thousand (\$1,000.00) Dollars and the costs of prosecution for each violation, and in default of payment of such forfeiture and costs, shall be imprisoned in the County Jail until payment thereof, but not exceeding thirty (30) days. Each day a violation exists or continues shall constitute a separate offense.

Section 13. Effective Date. The passage of this Revised Ordinance shall take effect from and after its adoption by the Town Board and upon posting or publication thereof as provided by the Statutes of the State of Wisconsin.

Adopted this 9th day of March, 2015.

ORDINANCE NO. 76

ORDINANCE TO AMEND ORDINANCE NO. 1

The Town Board of the Town of Geneva, Walworth County, Wisconsin, does ordain  
Town of Geneva Ordinance No. 1 is amended to create a section to protect curb edge as follows:

Section 14. Curb Edge Protection.

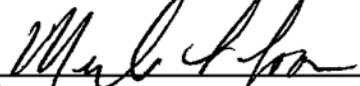
No person shall commence construction or razing of any building without first providing protection for the edge of the paved roadway and adjoining right-of-way from damage caused by the exiting and entering of the paved roadway of vehicles and other equipment to and from the adjoining property. Intended protection shall be submitted to and approved by the Town Building Inspector prior to the issuance of a permit required by the ordinance. Additional protection may not be required if the adjoining property is served by an existing driveway which, in the opinion of the Town Building Inspector, is adequate to protect the edge of the roadway and access to and from the adjoining property is limited to the existing driveway.

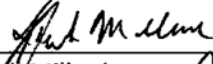
Section 15. Penalties.

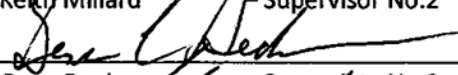
The Board shall provide for the enforcement of this Section and all other laws and ordinances relating to buildings by means of the withholding of building permits, imposition of forfeitures and injunctions and injunction action. Any person violating any of the provisions of this Ordinance shall, upon conviction, forfeit not less than Ten (\$10.00) Dollars nor more than Five Thousand (\$5,000.00) Dollars, together with the costs of prosecution thereof. It shall be the responsibility of the offender to abate the violation as expeditiously as possible, and each day that such violation is permitted to continue shall constitute a separate offense.

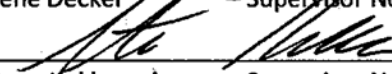
The passage of this Ordinance shall take effect from and after its adoption by the Town Board and its posting or publication thereof as required, pursuant to s. 60.80, Wis. Stat.

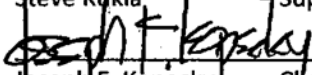
This Ordinance was ( ADOPTED  DENIED) this 14th day of April, 2014,  
by a vote of: 5 in favor, 0 against, 0 abstain:

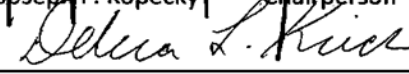
  
\_\_\_\_\_  
Merle Loomer - Supervisor No.1  Absent  Aye  Nay  Abstain  Preside

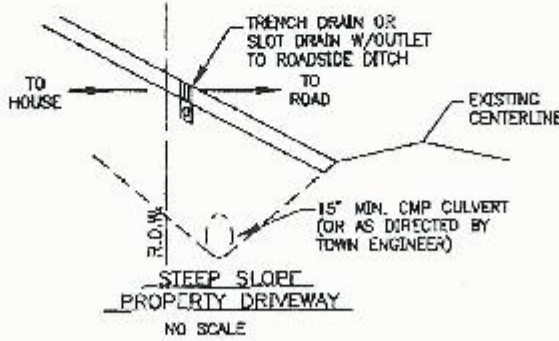
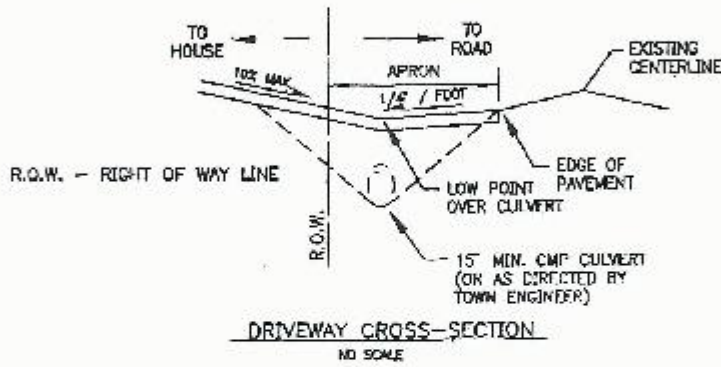
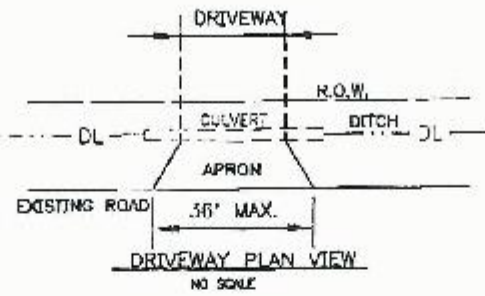
  
\_\_\_\_\_  
Keith Millard - Supervisor No.2  Absent  Aye  Nay  Abstain  Preside

  
\_\_\_\_\_  
Gene Decker - Supervisor No.3  Absent  Aye  Nay  Abstain  Preside

  
\_\_\_\_\_  
Steve Kukla - Supervisor No.4  Absent  Aye  Nay  Abstain  Preside

  
\_\_\_\_\_  
Joseph F. Kopecky - Chairperson  Absent  Aye  Nay  Abstain  Preside

  
\_\_\_\_\_  
Debra L. Kirch - Clerk/Treasurer  Attest



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**Baxter & Woodman**  
 Crystal Lake, Illinois  
 Burlington, Wisconsin  
 Mukwonago, Wisconsin  
 Elmhurst, Illinois  
 Brookfield, Wisconsin  
 Plainfield, Illinois  
 Janesville, Wisconsin  
 Kenosha, Wisconsin

TOWN OF GENEVA, WISCONSIN

# DRIVEWAY DETAIL

DESIGNED BY <b>WT</b>	SCALE <b>AS NOTED</b>
DRAWN BY <b>SRM</b>	PROJECT NO.
CHECKED BY	SHEET NO.
DATE <b>5/19/06</b>	<b>1 OF 1</b>