

TOWN OF PLUM LAKE
STATE OF WISCONSIN
VILAS COUNTY

Ordinance 2003-02
(replaced Ordinance 2002-01)
(Amended 7/8/2003, 2/16/2005, 10/20/2023)

Driveway Ordinance

SECTION 1: TITLE AND PURPOSE

This ordinance is entitled the Town of Plum Lake Driveway Ordinance. The purpose of this ordinance is to establish standards for driveways that will provide better and safer provisions for adequate access from private development to a public right-of-way.

SECTION II: AUTHORITY

The Town Board of the Town of Plum Lake, Vilas County, Wisconsin, has the general authority, powers, and duties as set forth in Statutes 60.22 and 60.23 Wis. Stats., to be in charge of all affairs of the Town not committed by law to another body or officer or to a town employee, the specific authority, powers, and duties, for the care and supervision of all highways in the Town of Plum Lake as set forth in Section 81.01, Wis. Stats.

SECTION III: DRIVEWAY DEFINITION

Any area where travel occurs over and across private land to provide access from a structure to a public right-of-way.

SECTION IV: REQUIREMENTS

No new driveway shall be constructed, and no existing driveway shall be used to provide access, for the first time, to improvements, until a permit has been obtained from the Town of Plum Lake Town Board.

SECTION V: PERMIT

Applications for permits shall be on forms provided by the Town Clerk and shall be filed with the Town Clerk. The Town Clerk shall review applications for completeness and shall give them to the Town Chair, or their designee. The Town Chair, or their designee, shall inspect the proposed driveway or proposed driveway alternation and shall either approve or disapprove each application. Upon approval, a permit shall be issued for the driveway or driveway alteration. Disapproval shall be based only on failure to meet the requirements and specifications set forth in this ordinance. The fee for permits shall be set by the Town Board according to the Town of Plum Lake Fee Schedule and shall be paid with the application.

If the Town Chair, or their designee, denies the application for a permit the applicant shall have the right to appeal the decision to the Town Board. An appeal shall be made by writing a letter to the Town Clerk requesting a meeting with the Town Board as a whole. The Town Board shall then meet and consider the application and the reason for the appeal. The Town Board may either affirm the denial of the application or may reverse it and grant the permit.

SECTION VI: SPECIFICATIONS

The application for permit shall show the location of the proposed driveway, and a construction plan showing the specifications, including grade, slope, minimum overhead clearances, width and length of driveway, and erosion control procedures. The following specifications shall apply:

- A. Minimum road surface width shall be 12 feet.
- B. Minimum width clearance shall be 24 feet.
- C. Minimum height clearance free of trees, wires, etc. shall be 15 feet.
- D. Maximum grade shall be 10%.
- E. At least one 25 feet in length and 18 feet in width segment of road surface shall be provided for each 300 feet of driveway length to provide for the safe passage of meeting vehicles.
- F. The driveway within the area of the public right of way shall slope away from the public road a minimum of 1% and a maximum of 5% to prevent erosion onto the public road.
- G. An adequate road bed base of suitable material to support the projected traffic and any requirements for culverts shall be subject to any state, county, or town codes and ordinances.
- H. At the end of all new driveways a turn around of at least 25 feet radius or some other method to allow vehicles to turn around shall be provided as determined by the town board.
- I. No driveway shall have a bend that exceeds 45%.

SECTION VII: TOWN ROAD ACCESS

- A. If a driveway to be constructed or modified connects to a town road, regardless of whether it provides access to improvements, the application shall also show the following:
 1. Location of access to be constructed or modified;
 2. Location of other driveways connecting with town road and intersections, within 500 feet;
 3. Width and depth of any ditch along the town road at the point of access;
 4. Width of proposed access;
 5. Type of construction;
 6. Proposed culvert, if any.
- B. The inspection made by the Town Chair, or their designee, as set forth in Section V shall include an inspection of the proposed access. No access shall be approved unless the Town Chair, or their designee, determines it will not present a hazard and will not be detrimental to the public safety and welfare.

SECTION VIII: MULTIPLE DRIVEWAYS

All driveways in the Town of Plum Lake, as defined in Section III of this ordinance, that were laid out and developed after January 1, 1998, which provide access to two or more residential structures, shall be assigned a name by the Town of Plum Lake Town Board.

- A. Persons presently using such an existing driveway shall apply to the Town of Plum Lake Town Board for a name for the driveway.
- B. Persons creating a new driveway, or using an existing driveway for the first time, shall apply to the Town Board for a name.
- C. Applications for driveway names shall be on forms provided by the Town of Plum Lake.
- D. Names shall be assigned by the Town Board at its first regularly scheduled meeting following receipt of such an application.
- E. A sign containing the name of the driveway shall be placed on an appropriate pole at the intersection of each such driveway and the public roadway.
- F. Applications for names for such driveways shall be made to the Town Board within ninety (90) days following publication of this ordinance.
- G. If no application is made for a name for such driveway the Town Board shall assign a name.

SECTION IX: ALTERATIONS

No driveway shall be altered in any way unless such alteration conforms to the minimum requirements set forth herein.

SECTION X: VIOLATIONS

Forfeiture as listed in the Town of Plum Lake Fee Schedule shall be imposed upon any person violating any term of this Ordinance, or its Amendment. Each day of violation shall be considered a separate violation.


Amended and Adopted this 20th day of October, 2023.
By the Town Board of the Town of Plum Lake, Vilas County:



Jackey Postuchow, Chair



Jona Eliason, Supervisor II



Kevin Rasmussen, Supervisor I



Attest: Town Clerk