



# Driveway Design Approval

**This is not a construction permit. This is a public works design approval for new or reconstructed driveway aprons / sidewalk sections in the road right of way only. You must go to the Village Hall with this design approval to apply for the driveway permit.**

Note: driveways constructed on private property shall receive separate approval by the building inspection dept.

Property Owners Name	
Street Address of approved design	
VH Parcel No.	
Contact's E-mail Address	
Contractors Name	
Contractors Address	
Contractors contact phone #	
Name & initials of person filling out form	<div style="border: 1px solid black; width: 50px; height: 20px; display: inline-block;"></div> initials

Initial blocks that apply to your driveway	<input type="checkbox"/>	Acknowledgement of Curb Cut by Truck Mounted Hydraulic Saw Requirement	Urban Driveway
	<input type="checkbox"/>	Apron Grade front of Sidewalk to back of Curb (curbcut) _____ %	Urban driveway
	<input type="checkbox"/>	Distance from back of sidewalk to R/W line _____ feet	Urban driveway
	<input type="checkbox"/>	Distance from back of curb to back of sidewalk _____ feet	Urban driveway
	<input type="checkbox"/>	See attached Rural drawing and culvert design detail sheet	Rural Driveway
	<input type="checkbox"/>	Distance to Corner R/W line, from driveway edge, at R/W _____ feet <small>(If on Corner lot)</small>	Urban & Rural Driveway
	<input type="checkbox"/>	Distance to lot line from edge of drive at R/W- Lt _____ feet Rt _____ feet <small>(facing house)</small>	Urban & Rural Driveway
	<input type="checkbox"/>	Width of Driveway at PL _____ feet	Urban & Rural Driveway
	<input type="checkbox"/>	Width of Driveway at back of curb/road edge _____ feet <small>(urban) (rural)</small>	Urban & Rural Driveway
	<input type="checkbox"/>	If Driveway is on County Trunk Highway, applicant is providing a copy of Brown County Highway/Driveway Access permit attached here to, Village approval therefore is for construction standards only.	

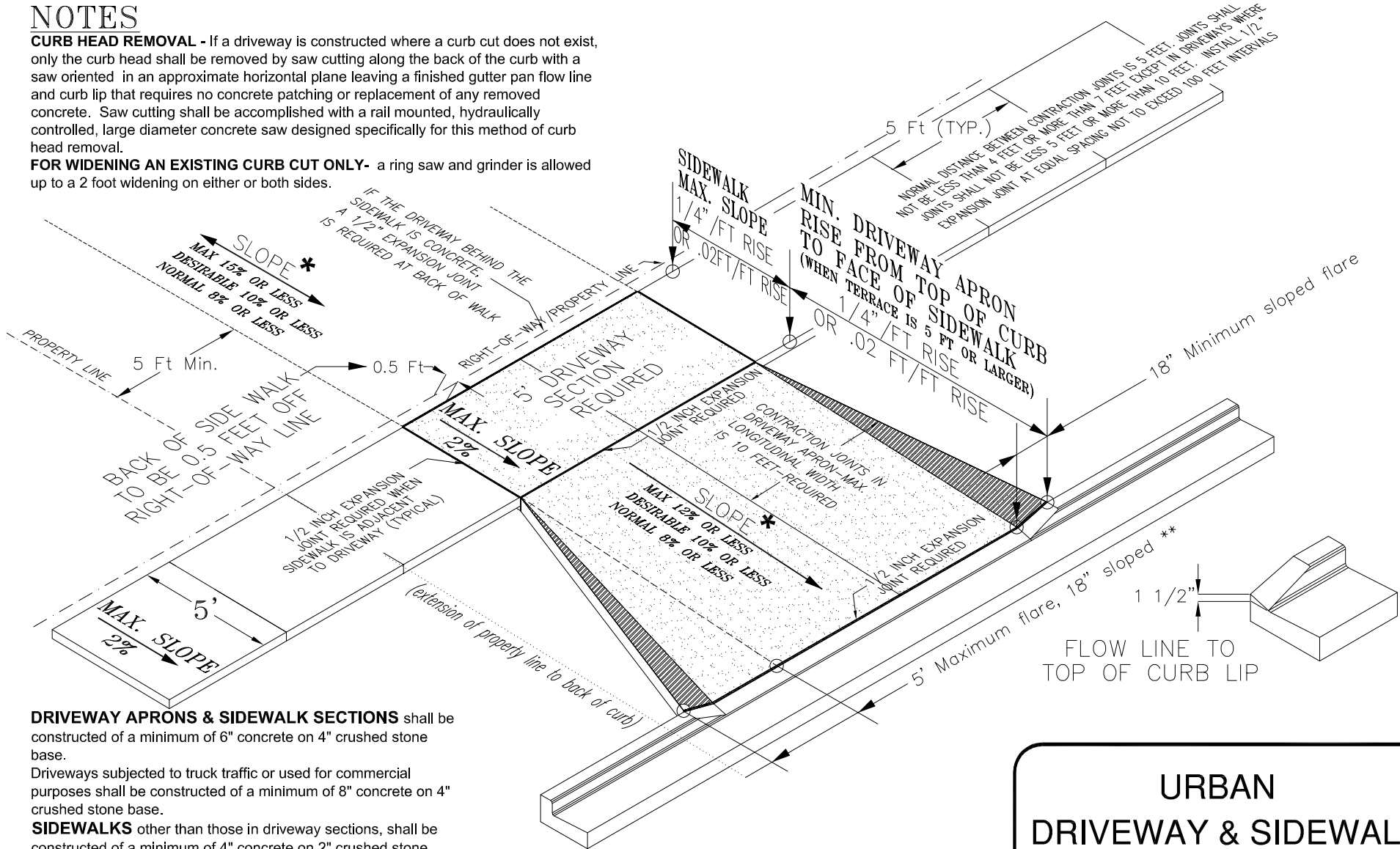
- \* Attached is the following driveway detail, No. \_\_\_\_\_
- \* The attached plan is approved for construction
- \* **Stockpiling of Materials in Street on Pavement/Curb area is not allowed**

Village of Howard  
 Authorized Signature  
 \_\_\_\_\_  
 Date  
 \_\_\_\_\_

# NOTES

**CURB HEAD REMOVAL** - If a driveway is constructed where a curb cut does not exist, only the curb head shall be removed by saw cutting along the back of the curb with a saw oriented in an approximate horizontal plane leaving a finished gutter pan flow line and curb lip that requires no concrete patching or replacement of any removed concrete. Saw cutting shall be accomplished with a rail mounted, hydraulically controlled, large diameter concrete saw designed specifically for this method of curb head removal.

**FOR WIDENING AN EXISTING CURB CUT ONLY**- a ring saw and grinder is allowed up to a 2 foot widening on either or both sides.



**DRIVEWAY APRONS & SIDEWALK SECTIONS** shall be constructed of a minimum of 6" concrete on 4" crushed stone base.

Driveways subjected to truck traffic or used for commercial purposes shall be constructed of a minimum of 8" concrete on 4" crushed stone base.

**SIDEWALKS** other than those in driveway sections, shall be constructed of a minimum of 4" concrete on 2" crushed stone base.

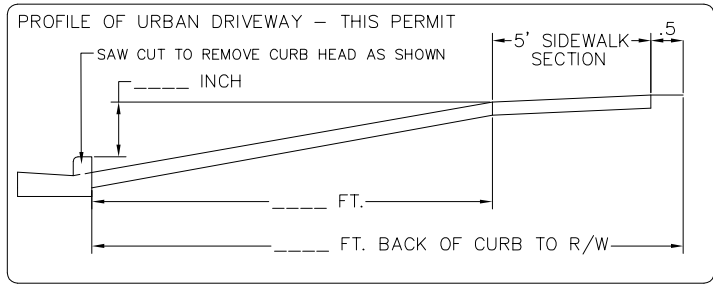
\* Commercial driveways shall slope away from the sidewalk, and handle storm water on site, slopes typically range 2 - 7%. Consult with Village engineer prior to construction of driveways that exceed 10% slope.

\*\* Maximum flare dimension applies to residential driveways only.

### STRUCTURES IN DRIVEWAY APRONS & SIDEWALK SECTIONS

Use a foam expansion joint around manhole structures.

Use a straight single piece (no bell's or couplings) 5' long 4" Schedule 40 PVC frost sleeve around water service curb box.



## URBAN DRIVEWAY & SIDEWALK

DETAIL DRAWING #630

VILLAGE OF  
**HOWARD**  
 1336 CORNELL ROAD  
 GREEN BAY, WISCONSIN

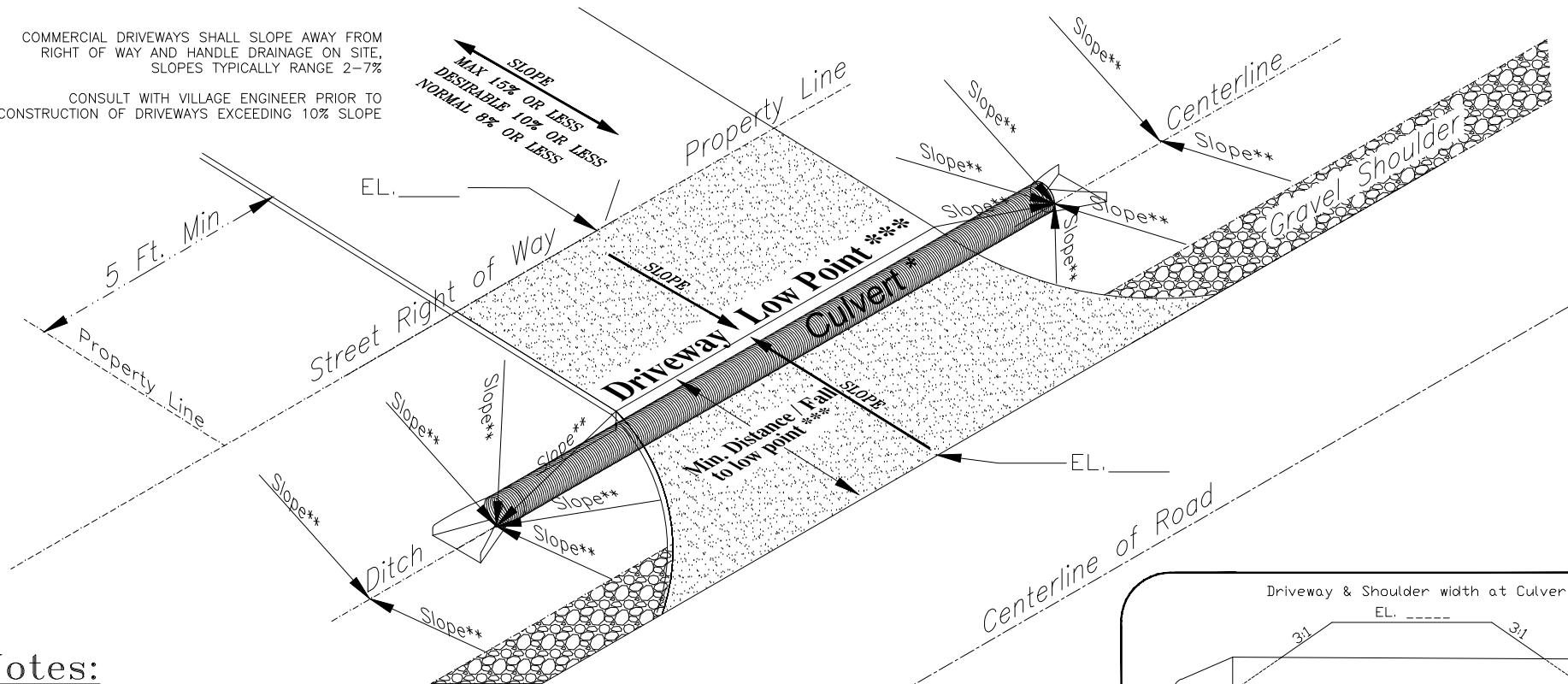
"Duck Creek"

DRAWN BY: JRP	DATE: 1/18/2006
CHECKED BY: GSF	SCALE: NTS
DWG. F:\DATA\DETAIL\Drivcsw	

REVISED: 9/10/14

COMMERCIAL DRIVEWAYS SHALL SLOPE AWAY FROM RIGHT OF WAY AND HANDLE DRAINAGE ON SITE. SLOPES TYPICALLY RANGE 2-7%.

CONSULT WITH VILLAGE ENGINEER PRIOR TO CONSTRUCTION OF DRIVEWAYS EXCEEDING 10% SLOPE



**Notes:**

Rural driveways shall be constructed of a minimum of: 6" concrete on 4" of crushed stone base, or 2" asphalt on 8" of crushed stone base, or 10" crushed stone base.

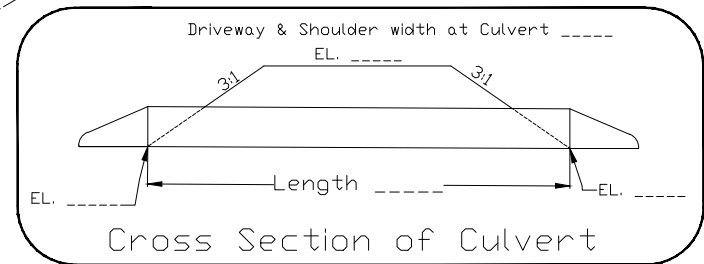
Driveways subjected to truck traffic or used for commercial purposes shall be constructed to a minimum of: 8" concrete on 4" of crushed stone base, or 3" asphalt on 9" of crushed stone base

**STRUCTURES IN DRIVEWAY APRONS & SIDEWALK SECTIONS**  
 Use a foam expansion joint around manhole structures  
 Use a straight single piece (no bell's or couplings) 5' long 4" Schedule 40 PVC frost sleeve around water service curb box.

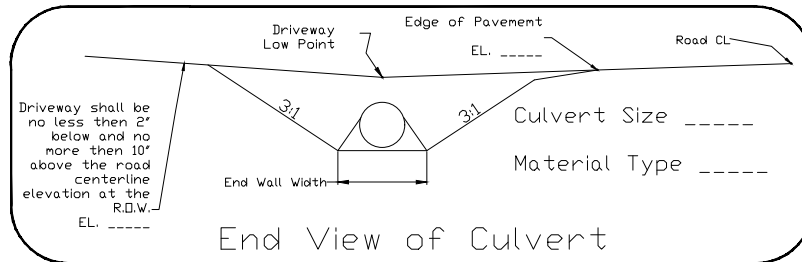
\* The diameter of culvert shall be approved by the Village Engineering Department. The length of a culvert shall be the sum total of the width of the permitted driveway, plus 2' for driveway shoulders, plus the length necessary to slope down from the shoulder to the ditch flow line at a slope ratio, horizontal to vertical, between 3:1 and 5:1. Culvert shall be installed with end walls. End walls shall not be considered as part of the required culvert length. Bedding shall be according to ASTM standards. Min.. cover over culvert shall be 6". Culverts shall be constructed of:

- Galvanized corrugated steel pipe - AASHTO M 36
- 12' - 18" dia. - 16 gauge
- 21" - 36" dia. - 14 gauge
- 42" - 48" dia. - 12 gauge

If drainage way is navigable, authorization must be granted by WI DNR - Attach DNR Permit. Owner is responsible for acquiring navigable status.



Cross Section of Culvert



End View of Culvert

\*\* The slope of ditching shall not exceed 3:1, is typically 4:1, and is desired to be 5:1.

\*\*\* The low point of driveway, where possible, shall be over the top of the culvert. The low point shall at a minimum be 2 feet off the edge of shoulder and 2" below the edge of pavement. The minimum slope of driveway pavement from the road edge to the low point shall be 2.5%.

**Rural Driveway & Culvert**

DETAIL DRAWING #637

VILLAGE OF  
**HOWARD**  
 1336 CORNELL ROAD  
 GREEN BAY, WISCONSIN

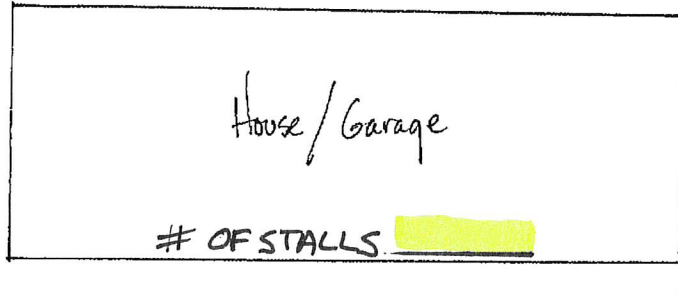


DRAWN BY: JRP	DATE: 9/26/2014
CHECKED BY: GSF	SCALE: NTS
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"Duck Creek"

Side Property Line

Side Property Line



Distance Req'd

Distance Req'd

Distance Req'd

Right of Way

Proposed Driveway

Sidewalk Section

Apron

Curb

Curb

Distance Req'd.

