

Application to Install or Alter a Driveway
Town of Silver Cliff

Owner's Name: _____ Date: _____

Mailing Address: _____

City: _____ State: ___ Zip: _____ Phone: _____

Name of Applicant (if different from property owner): _____

Mailing Address: _____

City: _____ State: ___ Zip: _____ Phone: _____

Description of Where Driveway is Located

Town Road Name: _____ Fire Number/ Parcel Number: _____

Which side of road will the driveway be located (circle one): North South East West

Nearest Intersection: _____ and _____

I understand the Town of Silver Cliff's guidelines and ordinance pertaining to driveways and agree to abide by said ordinance. In addition, I grant permission to the town's road foreman or other town designee to access my property for the purpose of evaluating and/ or repairing my driveway.

Property Owners Signature: _____ Date: _____

INSPECTOR'S NOTES: _____

Inspector Name (Please Print): _____ Date: _____

Inspector's Signature: _____

Town of Silver Cliff Guidelines for Private Driveways and Driveway Requirements

The Town Board of Silver Cliff would like you to consider these guidelines regarding the construction of your new driveway. We have consulted with the Town of Silver Cliff Volunteer Fire Department regarding what they need to allow access to your home. These are the recommendations that they passed on to us.

Driveways should have a minimum clear-cut width of eighteen (18) feet, a minimum driving width of not less than ten (10) feet, and a minimum height clearance of fourteen (14) feet. All aprons/driveway approaches, should be a minimum of twenty (20) feet. Some driveway approaches may need to be even wider if the driving surface of the road abutting the property is narrow or if the depth of any ditch which may intersect the driveway is extremely deep.

These guidelines can in no way hold the Town of Silver Cliff responsible for damage done to your private property. Rather, they are given to assist you in knowing what is needed to allow proper access to emergency vehicles. If the property owner chooses to not comply with these guidelines, that is his or her right (Town of Silver Cliff Town Highways Ordinance 070814 Section 6.0).

However, if it is determined by the town foreman or other town designee that your driveway is unsafe or may negatively impact a town road, the town may require you to make certain changes to the driveway to bring it into compliance (Town of Silver Cliff Town Highways Ordinance 070814, Section 5.0).

SECTION 5.0

PRIVATE DRIVEWAYS

Section 5.01. Purpose. To allow for proper drainage of surface waters within town ditches and allow safe access to the Town's emergency services vehicles.

Section 5.02. Application and Approval. Before a private driveway is constructed or altered, the property owner must obtain and complete an Application to Install or Alter a Driveway and receive approval from the Town Board or its designee. This application may be obtained from and submitted to the Silver Cliff Town Board or its designee. There is no cost to apply.

Section 5.03. Location. The Town Board or designee shall approve the location of a private driveway or the alteration of any existing driveway at the intersection with a Town road in relationship to the location of hills, curves, and intersections.

Section 5.04. Culverts. The Town Board or designee shall decide if a culvert is necessary, and the location and size of said culvert. The culvert shall be of a size adequate to insure proper drainage with a minimum drop of two (2) inches across the private driveway desired. Multiple-part culverts are to be banded with a band of the same size and gauge as the culvert. All costs associated with the purchase and installation of said culvert shall be the responsibility of the landowner or developer.

Section 5.05. Penalty. If a private driveway is deemed by the Town Board or its designee to be unsafe, or the layout of the driveway is likely to cause a hazardous road condition or damage to town property, the driveway

may be removed by the Town at the property owner's expense, with the cost to be collected by special assessment.

If a private driveway is constructed or altered without the property owner first completing a Town of Silver Cliff Application to Install or Alter a Driveway and receiving approval from the Town Board to construct or alter the driveway, the property owner may be fined in accordance with the fine schedule determined by the Silver Cliff Municipal Court.