

FEE: \$20.00

**TOWN OF DRUMMOND, BAYFIELD COUNTY HIGHWAY ACCESS PERMIT  
AND TOWN DRIVEWAY PERMIT APPLICATION FORM**

Inasmuch as Chapter 86.07(2) of Wisconsin Statutes states that “No person shall make any excavation or fill or install any culvert...in any highway...without a permit therefore from the highway authority maintaining the highway...”, the undersigned request a permit for the purpose of \_\_\_\_\_

On a Town Road named \_\_\_\_\_ located \_\_\_\_ miles (north – south – east – west) of its junction with \_\_\_\_\_ in Section \_\_\_\_ Town \_\_\_\_ North, Range \_\_\_\_ West, in the Town of Drummond, Bayfield County.

Approximate starting date \_\_\_\_\_

Approximate completion date \_\_\_\_\_

Applicant shall accompany this form with the following: 1) The indicated fee attached. 2) A rough sketch showing the conceptual idea of the project and approximate location and dimensions. 3) The Applicant shall place a flag or marker, with the name of the Applicant on the flag in the road ditch visible from the road at the location of the proposed work.

A representative of the Town of Drummond Road Department, in company with the applicant, if necessary, will make an investigation and field inspection

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**TO BE COMPLETED BY  
ROAD DEPARTMENT**  
Type of driveway – COM IND RES AGR  
Add'l driveway \_\_\_\_\_. If so explain why  
\_\_\_\_\_  
Number of driveways \_\_\_\_\_  
Proposed land use \_\_\_\_\_  
Width of road \_\_\_\_\_  
Size of culvert \_\_\_\_\_  
If no culvert, state why  
\_\_\_\_\_  
Date checked \_\_\_\_\_ by \_\_\_\_\_  
Additional clauses \_\_\_\_\_  
\_\_\_\_\_  
Signed, road dept.

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**TO BE COMPLETED BY  
APPLICANT**  
Name (print) \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_  
Phone \_\_\_\_\_  
Signed \_\_\_\_\_ Date \_\_\_\_\_

Mail this application to:  
Town of Drummond  
c/o Jim Crandall, clerk  
10860 N. Loop Rd.  
Drummond, WI 54832 (Fax 739-6740)

Section 86.05, Wisconsin Statutes provides that “Whenever it is necessary, in making any highway improvement to cut or fill or otherwise grade the highway in front of any entrance to abutting premises, a suitable entrance to the premises shall be constructed as a part of the improvement, and if the premises are divided by the highway, then one such entrance shall be constructed on each side of the highway. Thereafter, each entrance shall be maintained by the owner of the premises.

In summary, the Town of Drummond is obligated to provide a driveway to private property only when making major grading improvements past said property. At all other times, the property owner must (1) obtain the required permit from this, (2) install his or her own driveway, supplying the required culvert where necessary, and (3) maintain the driveway henceforth.

Section 86.07(2), Wisconsin Statutes, provides that “no person shall make any excavation or fill or install any culvert or make any other alteration in any highway or in any manner disturb any highway or bridge without a permit therefor from the highway authority maintaining the highway. Such permit shall contain the statement and be subject to the condition that the work shall be constructed subject to such rules and regulations as may be prescribed by said authority and be performed and completed to its satisfaction.”

The Town of Drummond uses a simple permit form, as shown on the other side. Using a ballpoint pen, fill in the application and return it to this office. A road department representative, as soon as the workload permits, will inspect the site, and we will return the permit. If you are unable to be present during the site inspection, it will help greatly if you will mark the exact sites with stakes on the back slope. Please use your daytime telephone number on the application. Culverts, if needed, shall be a minimum of 10” in diameter, made of corrugated steel, double wall plastic or of a material and size approved in writing by the road department. If you have further questions, such as the depth to lay the culvert and so forth, please call the road department at 739-6641. End walls are required if culverts specified by the road department are larger than 12 “ diameter