

City of Elkhorn

**Driveway Regulations
and
New Sidewalk Installation**

City of Elkhorn

Driveway Regulations

8.03.2 Driveway location, design, and construction requirements

(1) General Requirements. The location, design and construction of driveways shall adhere to the standards and details on file in the office of the Director of Public Works and in accordance with the following:

(a) General Design. Private driveways shall be of such width and so located that all of such driveways and their appurtenances are within the limits of the frontage abutting the street of the property being served. All driveway entrances and approaches shall be so constructed that they shall not interfere with the drainage of streets, side ditches, or roadside areas or with any existing structure on the right-of-way.

(b) Number. The number of driveways to serve an individual property fronting on a street shall be one, except where deemed necessary and feasible by the Director of Public Works for reasonable and adequate service to the property, considering the safety, convenience and classification designation of the street.

(c) Variances. Any of the requirements may be varied by the Director of Public Works in such instances where the peculiar nature of the property or the design of the street may make the rigid adherence to these requirements impossible or impractical.

(d) Island Areas. Islands between driveway openings shall be provided with a minimum of 6' between all driveways and 3' at all lot lines.

(e) Residential Driveway. Unless special permission is first received from the Common Council, a residential driveway shall be no greater than 24' wide at the curb line and 18' wide at the outer or street edge of the sidewalk.

(f) Angular Placement of Driveway. The centerline of the drive may be parallel to the property line of the lot where access is required or at right angles to the curb line.

(g) Commercial and Industrial Driveways. No part of a private driveway located within the dedicated area of a public street shall, except as hereinafter provided, have a width greater than 35 feet wide at the curb line and 30' wide at the property line.

(h) Angular Placement of Driveway. The angle between the centerline of the driveway and the curb line shall not be less than 60 degrees.

(2) Variances. Any of the above requirements may be varied by the Director of Public Works in such instances where the peculiar nature of the property or the design of the street may make the rigid adherence to the above requirements impossible or impractical.

(3) Prohibited Driveways.

(a) No person, firm or corporation shall place, construct, locate in, or cause to be placed, constructed or located in, any obstruction or structure within the limits of any public road, highway or street in the City of Elkhorn except as permitted by this section. As used herein the word "structure" includes private driveways, a portion of which extends into any public road, highway or street, and which is non-conformance with this section.

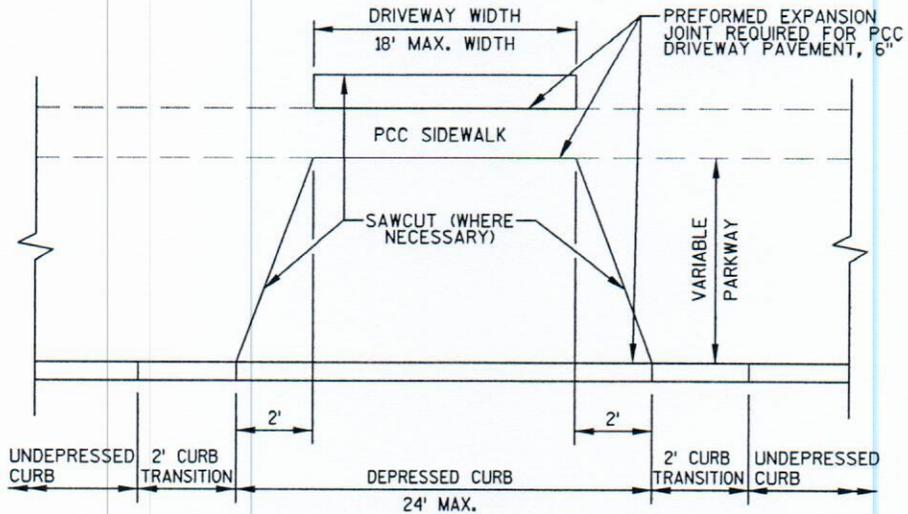
(b) No driveway shall be closer than 30' to the extended street line at an intersection.

(c) The grade of that portion of any private driveway or pedestrian path located within the limits of any public road, street or highway shall be such as shall meet the grade of the existing public roadway at its edge and not cause an obstruction to the maintenance or clearing of such public roadway.

(d) No driveway apron shall extend out into the street further than the facing of the curb and under no circumstances shall such driveway apron extend into any gutter area. All driveway entrances and approaches shall be constructed as not to interfere with the drainage of streets, side ditches or roadsides areas, or with any existing structure on the right-of-way.

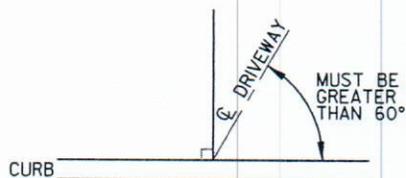
(e) No portion of any curb, parapet or retaining wall, rising above the grade of the driveway, erected by the owner of the premises involved shall extend beyond the culvert spanning the water course located in such public way. (Ord. No. 02-05, § 1 (part), 2002.)

CITY OF ELKHORN STANDARD DRIVEWAY DRAWING RESIDENTIAL



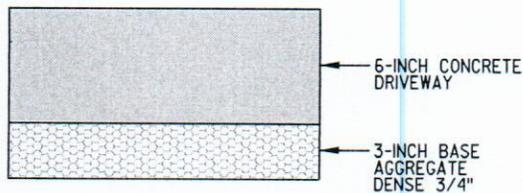
DRIVEWAY APRON REMOVAL/REPLACEMENT DETAIL

NOT TO SCALE



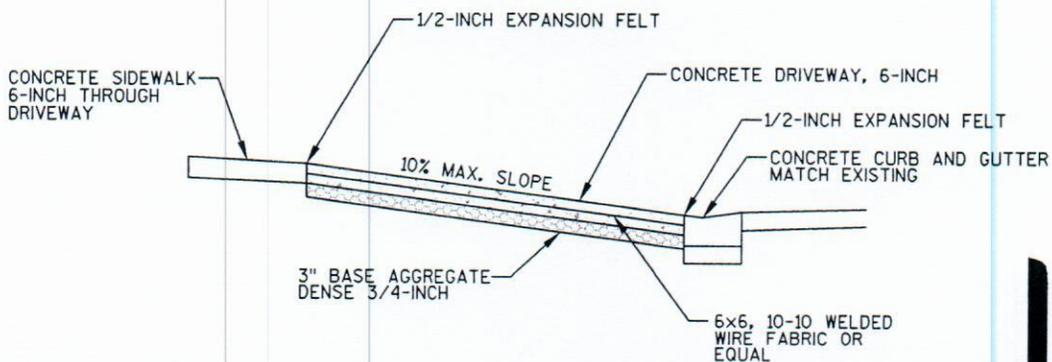
LAYOUT REQUIREMENT

NOT TO SCALE



STANDARD 6-INCH DRIVEWAY SECTION

NOT TO SCALE



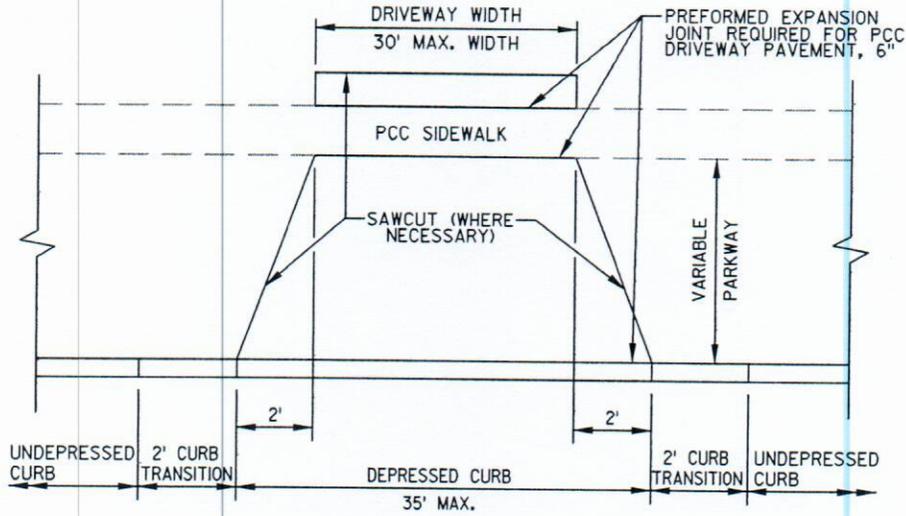
STANDARD 6-INCH DRIVEWAY SECTION

NOT TO SCALE



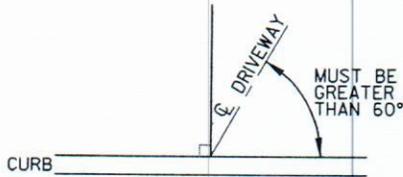
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CITY OF ELKHORN STANDARD DRIVEWAY DRAWING COMMERCIAL & INDUSTRIAL



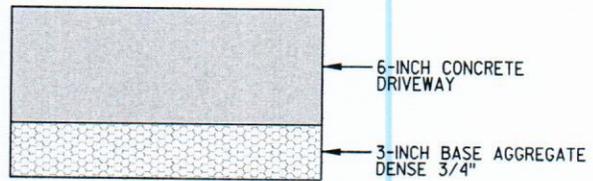
DRIVEWAY APRON REMOVAL/REPLACEMENT DETAIL

NOT TO SCALE



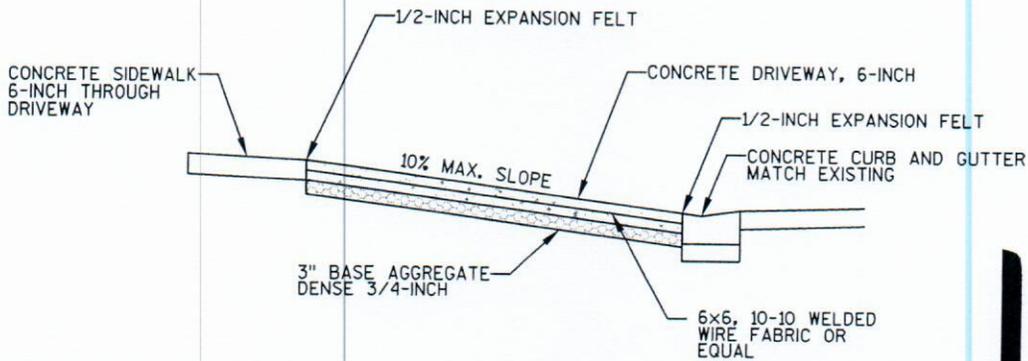
LAYOUT REQUIREMENT

NOT TO SCALE



STANDARD 6-INCH DRIVEWAY SECTION

NOT TO SCALE



STANDARD 6-INCH DRIVEWAY SECTION

NOT TO SCALE



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City of Elkhorn

New Sidewalk Installation

1. Excavation of the construction area. Shall consist of cutting high areas and filling and compacting low areas. All areas filled or cut shall have a slope of 4:1,3:1 maximum. Sidewalks shall be installed one foot offset of the property line. The top portion of the back of the sidewalk shall be installed at least three inches higher than the top of curb grade. The Director of Public works or City Engineer shall approve any grade over three inches before construction begins.

2. Preparation of Foundation. Trenching or filling to the required elevation of the bottom of the concrete, bottom of the sub-base if tamped or otherwise compacted to insure its stability shall form the foundation. In cuts, the foundation shall be made sufficiently wide to permit placing and finishing. On embankments, the foundation shall be constructed to a width at least 2' wider than the proposed sidewalk and extending not less than one foot beyond each edge of the sidewalk. Granular sub-base course or crushed aggregate base course shall be a minimum of three inches in thickness compacted. All sidewalks shall be constructed of concrete masonry. Design and composition of concrete shall be Grade A Air entrained concrete in accordance with Section 501 of the State of Wisconsin, Department of Transportation Standard Specifications for Road and Bridge Construction. All sidewalks shall be a minimum of 4' thickness except when crossing driveway approached where a minimum depth is required.

3. Forms. Shall be of wood or metal and shall be straight and of sufficient strength to resist springing, tipping or other displacement during the process of depositing and consolidating the concrete. Wood forms shall be surfaced plank of at least 2' nominal thickness stock, except for sharply curved sections, and metal forms shall be of an approved section and shall have a flat surface on top. The forms shall have a depth at least equal to the depth of the sidewalk. They shall be securely staked, braced and held firmly to the required line and grade and shall be sufficiently tight to prevent leakage of mortar. All forms shall be cleaned thoroughly and oiled before the concrete is placed against them.

4. Placing and Finishing Concrete. Except as otherwise revised or amended herein, all the pertinent requirements of S.S.501, State of Wisconsin Standard Specifications for Road and Bridge Construction shall be applicable to the concrete masonry involved. The foundation and forms shall be checked and approved by the Director of Public Works, City Engineer or City's Representative before the concrete is placed. The concrete shall be placed on a moist foundation, deposited to the required depth, and consolidated and spaded sufficiently to bring the mortar to the surface, after which it shall be struck off and floated with a wooden float. Before the mortar has set, the surface shall be steel troweled

and brushed. Before the concrete is given the final surface finish, the surface of the walk shall be checked with a 10' straight-edge and any areas which show a variation or departure from the testing edge of more than $\frac{1}{4}$ " shall be corrected by adding or removing concrete as necessary.

5. Joints.

- a. For a sidewalk of uniform width, transverse joints shall be constructed at right angles to the centerline of the sidewalk, and longitudinal joints shall be constructed parallel to the centerline of the walk unless otherwise provided. For sidewalks of variable or tapering widths, the transverse and longitudinal joints shall be right angles to each other insofar as feasible and the joints shall be constructed as laid out in the field by the engineer. Whenever the entire area between the back of the curb and the right-of-way or lot line, such sidewalks shall be constructed in alternate sections extending from the back of the curb to the permanent structure and such sections shall not exceed 12 linear lengths. When the alternate sections placed in the first operation have been cured as specified, the intervening sections shall be placed to complete the walk.
- b. The sidewalk shall be divided into sections by means of contraction joints.
- c. One half-inch transverse expansion joint filler shall be placed through the sidewalk at uniform intervals of not more than 96".
- d. One half-inch expansion joint filler shall be placed between the sidewalk and back of abutting parallel curb and gutter and one-inch between sidewalk and building or other rigid structures.
- e. One half-inch expansion joint filler shall be placed between the sidewalk, approaches and the back of the curb or gutter or edge of pavement.
- f. No joint shall deviate more than .25" from a position perpendicular to the surface of the finished sidewalk nor shall the axis of any joint deviate more than $\frac{1}{2}$ " either way from a straight line or from the designated alignment at any point. If the joints are constructed in sections there shall be no offsets or concrete struts between adjacent units.
- g. When the sidewalk is constructed in partial width slabs, transverse joints in adjacent slabs shall be placed in line with like joints in the existing sidewalk.
- h. If feasible, sidewalks shall be divided into sections not less than 4', nor, more than 5' in any dimension. The unit areas shall be produced by use of metal slab division forms extending the full depth of the concrete or when so approved by the engineer, by contraction joints, as defined hereinafter.

- i. A contraction joint in the sidewalk, shall consist of a slot or groove, at least one inch in depth and ¼" in width, formed by inserting a metal parting strip in the concrete after it has been struck off and consolidated and while the concrete is still plastic. As soon as the concrete shall retain its shape, the parting strip shall be removed and the joint edge finished.
- j. When approved by the Director of Public Works, contraction joints at least 1" in depth and approximately 1/8" in width, may be sawed in the concrete sidewalk. The sawing shall be done as soon as practical after the concrete has set sufficiently to preclude reveling during the sawing and before any shrinkage cracking takes place.
- k. Expansion joint filler shall extend to the full depth of the concrete and the top shall be slightly below the finished surface of the sidewalk.
- l. The concrete at the faces of all joints shall be thoroughly spaded and compacted to fill the voids and the surface shall be finished smooth and true to grade in a manner as provided. The edges for the sidewalk along forms, joints and metal slab division forms shall be rounded with an edger or ¼" radius.
- m. Joints shall not be sealed.

1. **Curing and Protection**

- a. Concrete sidewalks shall be cured by the Impervious Coating Method conforming to the requirements set forth under 409.5.10, State of Wisconsin Standard Specifications for Road and Bridge Construction.
- b. Protection of sidewalks shall conform to the pertinent requirements specified for the protection of concrete pavement set forth under 409.4.15 State of Wisconsin Standard Specification for Road and Bridge Construction, except that sidewalks may be opened to pedestrian traffic after expiration of the curing period.

7. **Back filling and restoring the site of work**. Where the sidewalk does not abut curb gutter, pavement or other structures and when the concrete in such sidewalk has been cured and the forms removed the spaces along the sides shall be backfilled.

City of Elkhorn

Driveway/Sidewalk Permit Application

Address of Driveway/Sidewalk _____

Property Owner _____

Phone Number _____

Mailing Address _____

City, State, Zip _____

Name of Agent or Contractor (if applicable) _____

Residential _____ Commercial _____

Include a drawing/site plan:

This Area for City Use Only

City Approved By _____ Date ____ / ____ / ____

Construction Costs _____ Inspection Costs _____

Total Fees _____ Payment Cash Check # _____