

# Driveway

Residential Permit  
Village of Weston/ETZ



4747 Camp Phillips Rd  
Weston, WI 54476

**FULL COMPLETION OF THE ONLINE EVOLVE APPLICATION IS REQUIRED**

## NEW RESIDENTIAL DRIVEWAY OR DRIVEWAY ADDITION

A driveway is a means of providing vehicular or non-vehicular ingress to or egress from a property.

### ONLINE EVOLVE APPLICATION

All building permits are applied online through the Village of Weston’s online portal, Evolve. You can access this portal at [www.westonwi.gov/epermits](http://www.westonwi.gov/epermits). You will need to create an account before applying for a building permit.

To apply, you will need to click on “Permit Application” on the left side of the page.

- Under Category, select Residential Building.
- Under Type, select New Residential Driveway.

### BUILDING PERMIT REQUIREMENTS

Does the site plan include the components listed below?  Yes  No  
Has the site plan been uploaded into Evolve?  Yes  No

**Site Plan Required.** A site plan is an aerial view of the property laying out all structures and dimensions of the lot. The site plan shall show the following features: subject site with lot dimensions, parcel lines, buildings, fences, driveways, and existing front, interior, rear yard setbacks; and distance from house.

#### 1. Width of access.

Use	Width at Property Line	Width at Street Pavement Edge
Single-family residential with one access drive; Two-to-four-family residential with two access drives.	12 feet to 24 feet per drive	18 feet to 30 feet per drive
Two-to-four-family residential with a common drive; Other multi-family residential	24 feet to 36 feet	30 feet to 42 feet
Commercial services, retail, institutional, agriculture, recreation	Maximum 42 feet*	Maximum 48 feet*
Industrial, warehousing, and distribution	Maximum 52 feet*	Maximum 60 feet*

\*Director of Public Works may approve wider access driveways based on type of vehicle, traffic pattern, street classification, posted speed, or other factors as the Director determines relevant.

Zoning District	Hard Surface Interior/Rear Setback (ft)	Hard Surface Front/Street Setback (ft)	Approved Driveway Materials
AR	6	10	Asphalt, Concrete, Interlocking pavers, Gravel
RR-5	6	10	Asphalt, Concrete, Interlocking pavers, Gravel
RR-2	6	10	Asphalt, Concrete, Interlocking pavers, Gravel
SF-L	3	5	Asphalt, Concrete, Interlocking pavers
SF-S	3	5	Asphalt, Concrete, Interlocking pavers
2F	3	5	Asphalt, Concrete, Interlocking pavers
MF	6	10	Asphalt, Concrete, Interlocking pavers
MH	3	5	Asphalt, Concrete, Interlocking pavers
RM	10	15	Asphalt, Concrete, Interlocking pavers

**Note:** Gravel driveways are only permitted in Rural and Open Space Zoning Districts (AR, RR-5, and RR-2). In the cases above where gravel is permitted, the portion of the driveway within the public street right-of-way shall be hard surfaced and match the street material.

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**Did you forget to upload a document into Evolve?** You can add more items to your permit by logging into your account and clicking on 'My Permits' on the left side of the page. Click on the appropriate permit. Under Documents, click 'Upload New Document'. Upload any missing documents.

Any questions? Call 715-241-2613 or email [plandev@westonwi.gov](mailto:plandev@westonwi.gov)