

TOWN of DANVILLE
P.O. Box 183
DANVILLE, VERMONT 05828
Application for Highway Curbcut/Driveway Permit

Date: _____ Permit#: _____ Fee Attached \$40.00

Property Owner's Name: _____ Phone #: _____

Mailing Address: _____

Property Owner's Name: _____ Phone #: _____

Mailing Address: _____

Applicant's Name (if different) _____

Mailing Address: _____

Location where proposed work will be done.

Parcel ID#: _____ Town Highway#: _____ Road Name: _____

Describe the nature of work to be done:

(Attach sketch with dimensions and location map)

Date (s) work to be done: _____

Work to be done by: _____

Traffic Control required: Yes No If yes, describe how traffic control will be maintained.

I have read and understand the **HIGHWAY CURBCUT POLICY** of the Town of Danville and agree to abide by its conditions.

Property Owner's signature _____

Property Owner's signature _____

Contractor's signature (if applicable) _____

Received by Town of Danville on: _____ by _____ with the fee of \$40.00.

Note: Fee includes a \$20.00 recording fee. (\$10.00 Permit Recording, \$10.00 Certificate of Compliance Recording)

Road Foreman's Comments and Conditions: _____

Selectboard's Decision:

The application of _____ to install a driveway within the town's right-of-way on Town Highway # _____

Town Road name _____ is hereby:

Approved with these conditions: Denied for these reasons:

Danville Selectboard Members:

Date: _____

Town Highway Curbcut/Driveway Policy
Town of Danville * P. O. Box 183 * Danville, Vermont

Authority and Purpose:

The Danville Selectboard hereby creates the following Town Highway Curbcut/Driveway Policy. Under Title 19 V.S.A. Section 1111, Selectboards have the right to regulate access onto town highways. The statute further requires that a permit must be obtained from the Selectboard by anyone or any corporation prior to development or start of construction. Violators are subject to the penalties set forth in the above mentioned title of fines not less than \$100.00 or more than \$10,000.00 for each violation. The statute and this policy, first and foremost, seeks to insure that a reasonable and safe access onto public roads and to prevent unsafe conditions from developing as a result of poor construction and maintenance practices.

In addition to the minimum standards in this policy, the Town of Danville will be guided by the two most recent Vermont Agency of Transportation standard sheets: B-72 Standards for Residential and Commercial Drives, and A-71, Standards for Town and Development Roads.

The Selectboard may impose various conditions on the permit form to promote safety.

Highway Curbcut/Driveway work permits must be submitted by the applicant on the attached form and forwarded to the Selectboard or their authorized representative, with the appropriate fee. The application must include a dimensioned plan and/or design or sketch of the access and the work to be performed. The Selectboard will review the application at the next regularly scheduled meeting.

The following conditions must be met to the satisfaction of the Selectboard for the approval of any Highway Curbcut/Driveway application.

- a. The location will not pose a hazard for the travelling public.
- b. The highway foreman has verified that the access will not present any problem for general road maintenance.
- c. The highway foreman shall involve any other public works personnel who have a vested interest in any ROW modifications and has verified that the access will not present any problem to them.
- d. If any part of the travelled portion of the highway is involved, a Highway Cut Permit will also be required.
- e. The Selectboard may require a deposit paid to the town.

The following conditions apply for any application that is approved:

- a. Driveways within the limits of the right-of-way need to have at least 15 inches of subbase material and a 15-inch culvert, with a level approach of at least 20 feet unless otherwise approved by the Selectboard upon the recommendation of the Road Foreman.
- b. Access roads require a professionally engineered design.
- c. The applicant shall advise the highway foreman of the work schedule and the contractor's proof of insurance five days prior to beginning work.

- d. A compliance inspection upon completion of project is required. Contact the highway foreman to schedule.
- e. Any traffic control requirements will be the responsibility of the property owner, including proper signage and flagging. One-way traffic should be maintained at all times with adequate roadbed for emergency vehicles.
- f. Any sidewalks, storm drains, catch-basins, manholes, water lines, shutoff boxes, curbing, utilities or other items damaged during the construction shall be repaired and/or replaced forthwith.
- g. Prior to the issuance of the final permit or return of any deposit, all work shall be done to the satisfaction of the Selectboard, who may require that any portion of the work be done over to their specification, at the property owners' expense.
- h. The town will not be liable for any damage incurred to any impediment placed in the town's right-of-way.
- i. The property owner shall save and hold harmless the Town of Danville from any damages as may occur to others as a consequence of work performed. Any damages to utilities, property or appurtenances as a consequence of work performed not repaired to the satisfaction of the Selectboard shall be repaired by the town at the expense of the property owner.
- j. Notice to Proceed will expire one year from date of issuance.

In addition to the above fines, violators may have their driveway access point physically closed if it is deemed to be a safety hazard or affect the safety of the highway users.

Each provision of this policy is severable; and if any section is held invalid for any reason, the remaining provisions shall not be affected but shall remain in full force and effect.

This policy is in force and effect by the Danville Selectboard on _____.
 This policy may be amended at any time with the proper notice by the Danville Selectboard.

Attest:

Danville Selectboard Members:

 Wendy Somers, Town Clerk

