

SETS to Applicants: **APPLICATION FOR ACCESS PERMIT**
 COPY OF PERMIT PROCEDURES
 COPY OF TOWN HIGHWAY MAP
 COPY OF TOWN ORDINANCE FOR THE CONSTRUCTION
 OF ROADS Item B/ CONNECTIONS WITH
 TOWN HIGHWAYS
 COPY OF VERMONT DEPARTMENT OF HIGHWAY
 STANDARD B-71 Detail A/ Residential Drive

**APPLICATIONS FOR ACCESS PERMIT ARE SUBMITTED TO BOARD OF SELECTMEN
BY APPLICANT AND IF ANY QUESTIONS, Applicant contact Board of Selectmen,
Listed on Permit Procedures.**

Submit plot plan on separate paper with application. Place stakes with ribbons on each side of proposed driveway site

Alison Cummings – 802.874.7223

Alison Cummings – 802.874.7223

revised 05/05/2020

A TOWN ORDINANCE FOR THE CONSTRUCTION OF ROADS

NOTICE IS HEREBY GIVEN that the Board of Selectmen of the Town of Windham have ADOPTED MINIMUM ROAD SPECIFICATIONS establishing minimum standards of construction of all new roads within the Town of Windham, Vermont on AUGUST 7, 1989 under and pursuant to Title 19, V.S.A. Section 304 (a) (23).

The purpose of these road specifications is to establish minimum standards of construction for the development of all new roads within the Town of Windham.

The Town of Windham will not accept any roads for public use and maintenance if not constructed to these minimum specifications.

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THE MINIMUM ROAD SPECIFICATIONS ARE:

1. All proposed streets or roads shall be at least fifty (50) feet in width. The traveled roadway of such streets or roads shall be in the center of the highway right-of-way. The traveled portion of the street or road shall be at least twenty two (22) feet in width. The shoulders of the street or road shall be at least two (2) feet on both sides of the traveled portion of the street or roadway. All side ditches shall be at least two (2) feet below the traveled portion of the street or roadway.
2. Trees and underbrush shall be cleared at least twenty (20) feet from the centerline of the traveled portion of the street or roadway.
3. All telephone or other utility poles shall be located at least twenty-four (24) feet and to the extreme limits of the road right-of-way from the centerline of the traveled portion of the street or roadway.
4. The traveled portion of the street or road shall consist of a minimum sub-base of coarse gravel of at least eighteen (18) inches; twenty-one (21) inches over ledge. A six (6) inch crushed topping is required. The traveled portion must be graded and crowned in accordance with State of Vermont Highway Standards.
5. Proposed streets and roads shall be so drained that no water will remain and collect in any one spot or form a pool. To ensure proper drainage, ditches must be dug along both sides of the proposed street or road. All culverts must be at least 15 inches in diameter, of the corrugated type used for road work, coated, (if not aluminum) and all sections joined together with bands. All culverts must be installed twenty-one (21) inches below the surface of the street or roadway with adequate pitch to carry water run off.
6. Any secondary approach to a main thoroughfare, including private driveways, shall be made at a right angle.
 - (a) No drainage shall be dispersed from a secondary or private drive onto a main thoroughfare.
 - (b) Secondary approaches and private driveways shall be provided with proper ditching and culverts so as to allow for the proper flow of water.
 - (c) Secondary approaches and private driveways shall not intercept a main thoroughfare at a level higher than the shoulder of the main thoroughfare.

C DEDICATION AS TOWN HIGHWAY:

1. Conveyance of proposed streets or roads together with all necessary drainage easements being dedicated to the Town of Windham and to be accepted by the Town shall be by means of a good and sufficient Warranty Deed conveying good and marketable title free and clear of all attachments, liens or encumbrances of the proposed street or road. The grantor shall obtain a certificate of title or certificate of title insurance for the Town of Windham certifying or insuring that the street or road to be dedicated and accepted is free and clear of all attachments, liens or encumbrances.
2. Any proposed road or street to be accepted by the Town shall have been in use by members of the public for at least four (4) consecutive months which will include the months of March and April.
3. Any proposed road or street to be accepted by the Town shall be paved in accordance with State of Vermont Highway specifications.
4. All costs in connection with the dedication and acceptance of proposed streets or roads as Town Highways including, but not limited to, the construction of the road or street itself, surveying, the preparation of the Warranty Deed, the title examination and/or issuance of a title policy and other legal expenses incurred in connection with the approving and acceptance of streets and roads shall be paid by the owner.

6. The Selectmen of the Town of Windham reserve the right to accept or reject any proposed street or road.

These Regulations are recorded at the Windham Town Clerk's Office and copies may be obtained from the Windham Town Clerk.

Questions regarding these Regulations may be directed to: Donald F. Coburn, Barber Pond Rd. R R 1, Box 161, Windham, (via: W. Townshend, Vermont) 05359, telephone # 1-877-71528;
or to Kenneth V. Fisher, Jr., Esquire, P.O. Box 621, Brattleboro, Vermont 05301,
telephone # 802-254-4488.

These Regulations shall be effective sixty (60) days from AUGUST 7, 1989 unless a Petition pursuant to 24 V.S.A. Section 1973 is presented to the Windham Board of Selectmen or the Windham Town Clerk within forty-four (44) days of SEPTEMBER 20, 1989. Such Petition, if signed by five per cent (5%) of the voters of the Town of Windham shall call for a special public meeting at which voters may disapprove of these Regulations.

Dated: AUGUST 7, 1989.

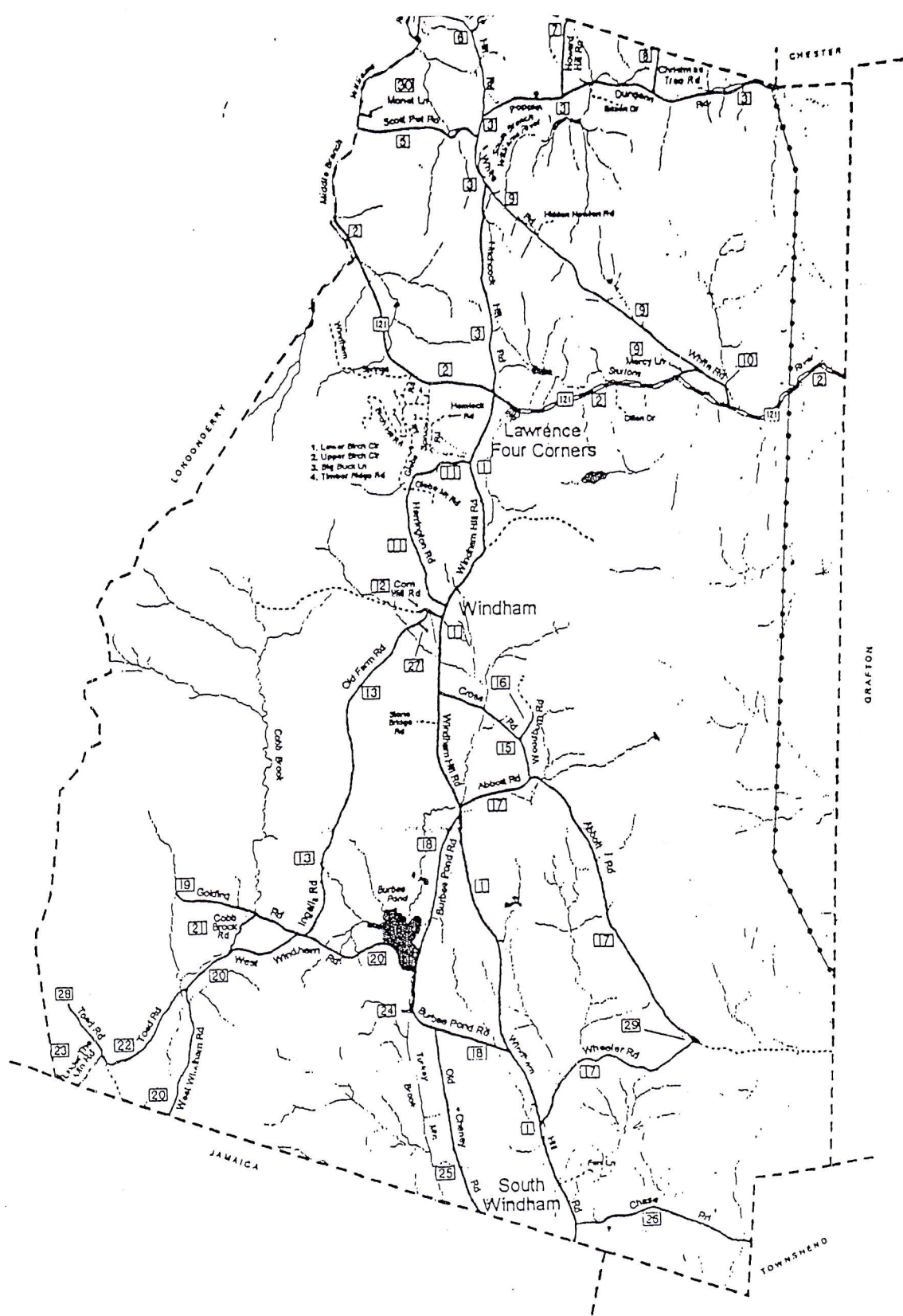
BOARD OF SELECTMEN, TOWN OF WINDHAM, VT.

Donald F. Coburn
DONALD F. COBURN

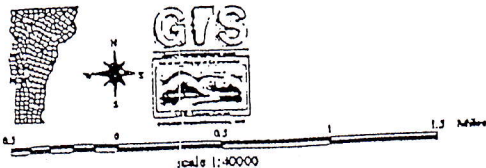
Helen George
HELEN GEORGE

Walter Woodruff
WALTER WOODRUFF

Post(5) Town Clerk's Office; Town Hall; Windham Vol. Fire Co.; Windham Elem. School; Tater Hill Country Club.
Publish(1X) The Message For The Week(week of Aug. 14th issue)



Road Map Town of Windham, Vt.



- State highway (paved)
- Class 2 town highway - paved
- Class 2 town highway - unpaved
- Class 3 town highway - paved
- Class 3 town highway - unpaved
- Class 4 town highway (unpaved)
- Private road/drive
- Electric transmission line
- Stream
- Pond

Note: most Class 4 town highways are impassable to automobiles.

Sources

- Town highway locations were digitized from 1989 1:5000 orthophotos by Greenhorn & (V)Mars Inc. under contract with OGIS. Road locations were updated by microDATA using GPS during data collection for Enhanced 9-1-1.
- Town highway attributes (i.e. class and pavement) are from AOT highway maps. These data were corrected by WRC GIS staff using information provided by officials from the Town of Windham.
- Road names data were provided by the Town of Windham.
- Surface waters were digitized 1974 1:20,000 orthophotos by the University of Vermont's School of Natural Resources under contract with OGIS, and have been minimally edited by WRC.

State of Vermont
Town of Windham

Application for Access Permit

For: (Please circle what applies) Residential, Agricultural, Commercial, Industrial, Development, Other

Applicant _____

(property owner)

Mailing Address _____

The undersigned requests an Access Permit to allow _____ to construct an access in accordance with Vermont Agency of Transportation (Vtrans) Standard B-71 to serve the applicant's property,

Tax Map # _____ located on _____ side of Town Highway # _____, local road name: _____.

The proposed access will be located approximately _____ (feet or miles) from the intersection of this road with Town Highway # _____, local road name: _____.

The applicant agrees to maintain said access and adhere to the directions, restrictions and conditions forming a part of this permit.

Signature of Applicant(Property Owner) _____ Date _____

Access Permit

Notice: This permit is issued in accordance with V.S.A. Title 19, Section 1111, relative to all highways within the control and jurisdiction of the Town of **Windham**.

The issuance of this permit does not release the applicant from any requirements of statutes, ordinances rules and regulations administered by other governmental agencies. The permit will be effective upon compliance with such of these requirements as are applicable and continue in effect for as long as the present land use continues. Any change from the present land use will require a new permit. This permit is issued subject to the directions, restrictions and conditions contained herein and on the reverse of this form and any attachments hereto, and covers only the work described in this application, and then only when the work is performed as directed. Violations are subject to the penalties set forth in V.S.A. Title 19, Section 1111, of fines of not less than \$100.00, nor more than \$10,000.00 for each violation.

Directions, Conditions and Restrictions: _____

Dated at Windham, this _____ day of _____, _____ (year).

Town Authorized Agents:

_____ Selectman

_____ Selectman

_____ Selectman

Clerk Forward Copies to: Selectmen, Applicant, Zoning Administrator, Listers, Town Planning Commission and Road Foreman

Updated 6/17/13