

Town of Williamstown

HIGHWAY POLICY

SECTION I

The Selectmen of the Town of Williamstown, County of Orange, State of Vermont, in accordance with the authority vested in them by virtue of **Title 24 of the Vermont Statutes Annotated**, hereby adopt the following Williamstown Highway Policy.

The Policy is in furtherance and support of the proper accomplishment of responsibility and the authority prescribed by **19 V.S.A. Chapter 7, Laying Out and Discontinuing Highways by Local Authorities**.

History

The Town of Williamstown, located in the Northeastern portion of Orange County, contains 44 +/- square miles and has an estimated current population of over 3343 residents and a growing number of seasonal residents. There are an estimated 1584 properties in the Town and 1335 households. Williamstown has experienced a steady pace of growth as the surrounding towns reach maximum growth levels.

With these facts in mind, the Williamstown Board of Selectmen have adopted this Highway Policy for the safety and protection of the traveling public on its streets and roads and as a guide to the future growth and expansion of its highway system.

The Town of Williamstown System

There are three (3) basic highway groups in the Town of Williamstown:

- Federal Limited access Highways (Interstate 89 and Ramps)
- State Highway (Vermont route 14 & 64)
- Town Highways (Class I, II, III, and IV)

This Policy addresses the Town Highway groups. Class II and III highways receive State Highway Aid based on class type and mileage from the formula set by the State Legislature and Class IV Highways that do not receive State Highway Aid.

An official Town Highway map supplied by the State Agency of Transportation shall be available for inspection in the town Manager's office during normal business hours.

General Section I

The Selectman may, at their discretion, modify the requirements contained herein if their strict enforcement would cause undue hardship due to unusual conditions, provided the general objectives of these requirements are satisfied.

Compensation for damages to Town Highways caused by acts of noncompliance with this Highway Policy may be assessed against violators by the Selectman.

This Policy may be amended periodically as the needs arises by the Board of Selectmen. Such amendments will not affect permits previously granted if the subject matter pertains to work on a project already completed. Permittee with such work pending may be required to alter a project if notified by the Town. A Permittee will receive the NOTICE in writing from the Board of Selectmen.

The Selectmen shall periodically review the Town Highway classifications, taking into consideration increasing highway needs, changing traffic patterns, and growing population. Selectmen may also discontinue certain highways, either classifying them as trails while retaining a right-of-way or abandoning any claims to rights of way in accordance with **TITLE 19 OF THE VERMONT STATUTES ANNOTATED.**

Roads and related improvements shall be constructed or installed in accordance with sound engineering practice and this Highway Policy. The Selectmen shall institute and periodically review and update a Town Highway Management Plan to aid in making decisions with regard to maintenance of the Town Highway System.

Highway Permits for Overweight Vehicles

The Board of Selectmen in accordance with **TITLE 23 OF THE VERMONT STATUTES ANNOTATED,** must issue permits for vehicles exceeding posted load limits. Before issuing a permit, the Town will take into consideration any things as type of vehicle, load, time of year, number of trips expected and particular roads to be traveled are some of the considerations that will be used in this determination.

Application for overweight vehicle permits shall be made on forms provided by the Town and include a valid Certificate of Insurance attached. A minimum of \$100,000/\$300,000 personal liability coverage and \$100,000 property damage coverage will be required of all companies applying for overweight permits.

Highway Posting

In accordance with **19 V.S.A. SECTION 1109-1110,** the Board of Selectmen may post any class I, II, III or IV town Highway or portion thereof between November 1 and May 15, inclusive to prevent abuse of the roads.

To post any highway under this rule, the Board must post a NOTICE as prescribed by the State Agency of Transportation in at least (2) public places and posting signs of suitable conspicuous notice at each end of the highway or sections affected.

the weight limits for vehicle and load permissible under such posting are as follows:

Two Axle Trucks	15,000 lbs
Three Axle Trucks	18,000 lbs
Tractor Trailer Units	20,000 lbs

Driveways

Driveway permits are required prior to any construction of a driveway, approach, or entrance off a town highway. Permit applications forms are available at the Town Manager's Office at no cost. After an application is received, the Town Manager and the Road Foreman will inspect the location and determine if a culvert is needed, as well as any other modifications to the plans to insure safe access to the highway for the protection of the highway and traveling public. The Board of Selectmen also reserves the right to inspect the property with those listed above and may make recommendations relative to the property.

All driveway permits shall refer to the State B71A Standard for residential driveway, access, or entrance construction. Single driveways serving up to five dwellings shall be permitted providing they are constructed to allow ingress and egress for emergency vehicles. Any other type of access serving four or more dwellings, and any commercial, retail, or industrial activities shall be considered a public or private road and shall be developed in accordance with Section 4 of this policy. All road cuts shall be restored to original or better condition within one week of the initial cut. Restored road cuts shall be guaranteed by the applicant for a period of two years.

Minimum culvert requirements for driveways, accesses, or entrances will be 15" diameter and 30' width with stone or concrete headers around any exposed culvert ends. Or at other size at the discretion of the Selectboard and no smaller than an existing culvert up stream of this location.

In the event a driveway, access, or entrance causes damage to a town highway through improper construction, maintenance, or grading, it shall be the responsibility of the property owner to make necessary repairs upon notification in writing by the town. In the event such repairs are required and are not made, the Town shall take whatever steps are necessary to repair and restore the roadway in accordance with the interests of the Town and shall bill the property owner for any expenses involved. The property owner shall be liable for said expenses and the Town reserves the right to place a lien on property to enforce collection of these expenses.

It is the Policy of the Board of Selectmen that driveway culverts are the responsibility of the property owner to purchase, install and maintain. The Town does not clean, thaw, or replace culverts to private property. In the event that such work becomes necessary, and the property owner refuses to do it, the Town may correct the problem and bill the costs to the property owner. The property owner shall be liable for said expenses and the Town reserves the right to place a lien on property to enforce collection of these expenses.

It has been common practice for new culvert installations, that if the property owner purchased the necessary culvert and other supplies, such as gravel, stone, etc., the Town would install the culvert at no charge. The Town then benefits by ensuring that the culvert is properly installed.

If the Town has to raise or lower the surface of a road or install a ditch so as to prevent ingress and egress to a property where there is an existing driveway or entrance to the property, The Town will install the necessary culvert and entrance to the property. It will then become the responsibility of the property owner to clean, maintain or replace as needed.

Obstructing Highways

It is unlawful to construct or re-grade any driveway, entrance, or approach as to direct water onto a highway or to obstruct any ditch, culvert, or drainage course from a highway right-of-way. It is also unlawful to build any structure in a highway right-of-way or leave brush or other material on

a highway or in the right-of-way. In accordance with this ordinance, items should not be placed in the right-of-way. Common items are trees, flowers, stone walls etc. placed in the Town's right-of-way. Such objects so placed in the right-of-way are the responsibility of the owner. The Town assumes no responsibility for damage to any objects place in violation of this ordinance. This includes parked vehicles. Placement of fences in the right-of-way will require written pre-approval by the Board of Selectman.

As specified in the Town Motor Vehicle Ordinance, there shall be no parking of motor vehicles, of any type, on the traveled portion of all town highways or in any way that will obstruct the flow of traffic or interfere with highway maintenance activities. During the period November 1 through April 15 there shall be no parking of motor vehicles, of any type, within the right-of-way of all town highways except with written permission of the Board of Selectmen. Violations of this ordinance shall be handled in accordance with the Town Motor Vehicle Ordinance.

Depositing Snow Onto or Across Town Highways

As per Vermont State Statute Title 23, Chapter 13 – OPERATION OF VEHICLES, Subchapter 11: MISCELLANEOUS RULES, Section 1126a Depositing snow onto or across certain highways prohibited. Universal Citation: 23 V.S.A. Section 1126a

- (a) No person, other than an employee in the performance of his or her official duties or other person authorized by the Agency of Transportation (in the case of State Highways) or Selectboard (in the case of town highways), shall ploy or otherwise deposit snow onto the traveled way, shoulder, or sidewalk of a State Highway or a Class 1, 2, or 3 town highway.

Mailbox Damage After Snow Event

The Town of Williamstown will compensate for damaged mailboxes (up to a monetary limit of \$35.00 per mailbox per event) only when the Road Foreman determines that a Town plow caused the damage to the mailbox as a result of plowing. If the damage was caused by flying snow and ice as a result of plowing, there will be no compensation. This observation will be made based on cut marks, chipped paint, or similar evidence.

Determining Highway Boundaries

For the purpose of this Policy, the Town Highway boundaries will be considered as one- and one-half rods each way from the center line of the highway unless it can be ascertained from the Land Records that it is more or less.

Erection of Signs

A person shall not erect a guideboard or sign within the Town Highway right-of-way without first obtaining the consent of the Planning Commission and then the Board of Selectmen. The Board of Selectmen will also specify sign material and size to be used as well as placement location for the sign if different from what is requested.

Restraining Prohibited Acts

Whenever the Board of Selectmen or Town manager believes that any person is in violation of the provision of **19 V.S.A. Section 43**, the Town may bring an action against any person or

entity to collect civil penalties and/or cease any action by injection, the continuation or repetition of the violation.

***** THE ABOVE-REFERENCED POLICY DOES NOT APPLY TO DRIVEWAYS LOCATED ON A CLASS IV HIGHWAY / ROADWAY*****

THE FOLLOWING POLICY IS IN EFFECT FOR CLASS IV DRIVEWAYS / HIGHWAYS OR ROADWAYS

Section II
General

Class IV roads include untraveled roads, minimally maintained roads, and well-maintained roads. Class IV town Highways may be designated by the Board of Selectmen as needed links to the Town Highway System and maintained to near Class III standards. Reasons for consideration as needed link may include use as a school bus route, as a link to adjoining towns, and as an integral fire protection route. A list of Town Highways included in the snowplow routes are available at the Town Manager's Office.

Under Vermont law, the Town has no duty or obligation to improve widen or otherwise maintain Class IV Highways and Trails within the Town, any decision by the Selectmen to improve or maintain a Class IV Town Highway is solely within the discretion of the Selectmen.

The Town has an established fund allocated for residents of Class IV roads to request moneys for repairs to Class IV roadway. Requests will be reviewed in April and September of each year for approval by the Selectboard. Selectboard will schedule a site visit to Class IV road prior to approval of funds. Once repairs have been completed the Selectboard or their authorized agent will complete an inspection of work completed. If request for funding is approved you can not apply again for funding for a five (5) year period.

The Town of Williamstown does not maintain any Class 4 roads.

No snowplowing will be done by the Town on Class IV roads with the exception of those Class IV roads designated as needed links to the Town Highways System. Residents living on all other Class IV roads may request, in writing, snow plowing for emergency reasons only; however, the decision to plow will be at the discretion of the Selectmen. Plowing by private parties shall not damage rights-of-way and paths used for recreation.

The Town presumes that the existing roadbed is a legal Class IV Town Highway. The Selectmen may upon request, allow abutting landowners to clear brush and trees from the portion of tight-of-way which lies between his/her property and the center line of the existing roadbed. A landowner must put such a request in writing for the Selectboard to consider and will receive a written response approving or denying the request.

Please be advised: If you do not know the exact location of your property's boundary lines, then any clearing you choose to do is done at your own risk and liability.

If one or more persons of abutting landowners on a Class IV Highway or Trail desire to upgrade, expand, improve, or otherwise maintain such highway, then that landowner(s) shall submit a written plan with appropriate sketches, plans or details to the Selectmen for review and decision. Such a plan needs to clearly show that the applicant(s) have notified and conferred with all other landowners who may be affected by the requested plan. **Again, the applicant(s) will be doing**

any work on the Class IV road at their own risk and liability. The Town has no duty or obligation in relation to Class IV Highways or Trails.

Lastly, each abutting landowner on a Class IV Highway or Trail should understand that the other abutting landowners on Class 4 Highways or Trails also have rights. If any Class IV landowner desires to know his/her legal rights with respect to the rights of the other landowners in connection with the use, maintenance or improvement of a Class IV Highway or Trail, then that landowner should retain his own attorney. The Town does not desire to infringe upon the rights of the other landowners for the benefit of one landowner.

Road Acceptance Policy

Section III

General

It is the Policy of the Board of Selectmen of the Town of Williamstown to consider applications for acceptance of public highways and roadways and to adopt and adhere to an orderly procedure for the receipt of and acting upon such applications. No construction of roadways or improvements of Town Highway or proposed roads shall be commenced without express written notification to the Board of Selectmen, at least **30 days prior** to commencement of construction.

The decision on an application for acceptance of a highway is **reserved to the sole and absolute discretion of the Board of Selectmen** who will consider granting or denial of an application based on what is in the best interest of the inhabitants of the Town. No application approval shall be granted by the Board of Selectmen until **all** required Town and State permits and approvals are received.

All questions arising during road construction relative to construction methods, materials, or specifications shall be answered by reference to this Policy and the Vermont Standard Specifications for road construction. The board of Selectmen or their designated representative shall make final decisions over all questions arising during the construction of new roads and shall approve all field changes. Findings will be written and submitted to the various parties involved.

Any new road, whether or not that road is proposed to be conveyed to the Town, shall be constructed according to State Minimum Standards for Class III roads with respect to drainage, materials, and the construction of the road and other terms of this Policy. State A-76 or A-21 Standards may be used for road design as long as minimum requirements outlined in this Policy.

Applications, Plans and Plots

A written application for acceptance of a highway shall be submitted to the Board of Selectmen at least **30 days prior** to constructions. If an Act 250 Permit is required, a pre-application shall be submitted and accompanied by a sketch of the proposed road, approximate locations of lines and grades, and planned road specifications. If an Act 250 permit is not required, the initial application shall be accompanied by a survey in a form acceptable to the Selectmen for accuracy, thoroughness, and legibility. The survey must also show the grade line, minimum radii of all curves, dimensions at turn-around area(s), and types/depths of materials to be used.

All monuments shall be of granite or concrete and where feasible shall be "tied" by survey to other objects of a permanent nature, with the "ties" shown on the survey map. The survey shall also show approximate location of any property line within 200 feet of the proposed right-of-way. If an Act 250 Permit is required, the more formal application as required of non-Act 250 projects shall be submitted following receipt of the Permit.

After receipt of said plans and as soon as practicable, the Selectmen, or their Authorize Agent(s) shall make a site visit. Subsequently, the Selectmen shall notify the Developer, in writing, whether the proposed road plans are in agreement with the Town Highway Policy. Should the proposed plans not be in agreement with the Towns highway Policy, said Notice to the Developer shall so indicate that the Developer may study alternative solutions and prepare revised plans. Notice to the Developer that the proposed plans are in compliance with the Town Highway Policy shall not be construed as acceptance of the road by the Town of the Selectmen.

Fees

A fee of \$50.00 shall accompany each application to cover administrative and recording costs.

A deposit of \$50.00 per sign for the anticipated number of roads signs needed will be assessed to defray the purchase and installation costs. Deposits for signs as approved or ordered by the Selectmen must be received before the completion inspection and maintenance period commences. The accrual costs, less deposit, will be billed after the installation.

Inspections, samples, and core tests may be taken prior to final acceptance of the road by an independent inspector hired by the Town and all costs incurred shall be reimbursed by the Developer prior to final acceptance of the road.

As a condition for approval of an application for roadway construction or acceptance, the Board of Selectmen may require a performance Bond, Surety Agreement, or other instrument for the benefit of the Town to cover the cost of roadway completion, performance, and/or restoration. In the event of the failure of an application to construct any improvements covered by the Performance Bond or Security Agreement, such bond shall be forfeited to the Town in its full-face amount.

The Board of Selectmen, upon receipt of such proceeds, may complete only such improvements as they deem necessary to prevent damages to adjoining properties, and thereafter, declare the roadway project abandoned prior to completion.

Any unused proceeds of the Performance Bond or Security Agreement, after deducting such sums as are necessary for completion or abandonment, including legal fees and collection charges, shall be returned to the bonding or surety company, or as otherwise provided by the agreement.

Inspection

The Board, or their designated agent(s) may make periodic inspections at any time during the construction period. In the event there are deficiencies to be corrected, a verbal report will be given to the Developer or Contractor within 48 hours of any inspection and a written report will be sent as soon as possible thereafter.

The Developer or Contractor is required to notify the town at least 48 hours before construction is to commence on the road. This Notice is necessary within 48 hours before construction is to commence on the road. This Notice is necessary to allow the Town ample time to be present during the early stages of construction.

If the road calls for bituminous concrete paving, the Developer or Contractor is required to notify the Town at least 5 calendar days before paving is to commence on the road. This allows the paving Inspector time to schedule on-site inspections of the pavement materials and application.

After the road has been completed and the Town has been notified, the Board or their designated Agent(s) shall make a completion inspection. The completion inspection will be made before the Board would agree to accept the road for the twenty-four (24) month maintenance period. This will be after the final gravel has been applied or after paving depending on the conditions set forth by the Board. At this time, all of the necessary work in the right-of-way has to be completed, all brush, stumps or trash removed from the right-of-way, shoulders repaired, all drainage structures completed, and all slopes seeded and mulched.

Completion Deadline

Road specifications in effect at the time of the initial inspection will be applicable for a period of three (3) years from that date, after which time any new road specifications will apply.

All applications, once received, will be valid for three (3) years, and the proposed road must be completed within the time frame. Any pending applications not completed after the three (3) year period will become void and a new application will have to be submitted which must meet all new road specification.

**No roads will be inspected or accepted between
November 1st and May 15th.**

Ownership/Occupancy

The Town of Williamstown will not accept any road into the Town Highway System that services a single owner, landowner, or tenant. for the terms of this Policy, this type of situation is considered a **private drive**.

Special restrictions may also apply. The Board of Selectmen, upon approval of an application, may list any conditions which they feel reasonable to protect the interests of the Town.

Acceptance

When a road has been completed, inspected, and meets all the conditions of this Policy, the Town will begin normal maintenance of the road for a twenty-four (24) month period following written request by the Developer.

After the twenty-four (24) months of maintenance has expired, if no defects have been observed, the Town will accept the Deed to be recorded and the road will become a Town Highway. During the twenty-four (24) month maintenance period, any flaws or defects which are pointed out to the Developer or Contractor will be his/her responsibility to correct. At the beginning of the twenty-four (24) month maintenance period, all necessary street signs will be installed by the Town. **See Feed Section.**

Conveyance

After the twenty-four (24) month maintenance period, the Developer shall provide the Town with a **Warranty Deed in Fee Simple and free of all encumbrances**. The Developer must also provide a survey drawn by a Vermont Registered Land Surveyor of the Highway "as built" on mylar acceptance for recording in the Williamstown Land Records. This survey may be the same one provided for the Act 250 process.

NEW CONSTRUCTION AND DEVELOPMENT ROADS

Minimum Standards

Section IV

General

As previously stated in this Policy, the general principle of new road construction that will be followed by the Town of Williamstown will be based upon the State of Vermont A-76 and A-21 Standards. This section of the Policy is intended as a guide to the minimum standards required. Stricter requirements may be imposed by the Board depending on topography, location, anticipated traffic demands and/or other considerations. Request for waiver of any portion of these standards shall be made in writing to the Board of Selectmen.

Whenever there is a conflict between the above-referenced State Standards and the express specifications of this Policy, the requirements of the Town Highway Policy shall control.

Whenever there is doubt, conflict, or confusion as to the intent, meaning, or applicability of any local ordinance, by-law, or regulation or the above-referenced State Standards, the Board of Selectmen shall rule on the intent meaning, and/or the applicability of such.

Right-of-Way Width

The right-of-way shall be a minimum of three rods in width with a wider slope and drainage rights if deemed necessary by the Selectmen. The centerline of the road is to be located in the center of the right-of-way. The right-of-way to be conveyed shall intersect at least one (1) existing State Highway or Class II, III, or **Class IV Town road which has been designated as a needed link by the Board of Selectmen. Reminder: A Class IV Highway/Driveway or Roadway Normally is not part of this Policy (IV). The above-reference need must be approved by the Selectmen.**

The Board of Selectmen shall control access into the road right-of-way for the installation or repair of utilities and for access of driveways, entrances, and approaches.

Traveled Way Widths

The traveled way width of a road shall be a minimum of twenty-two (22) feet, not including shoulders or ditch lines. For Developers using the State A-21 Standard, traveled way width shall be a minimum twenty-two (22) feet for roads with up to fifty cars per day. The exception to the Traveled Way Widths would be any specific width approved and recorded in a deed in the Williamstown Land Records.

Shoulders and Slopes

Shoulders will be minimum of two (2) feet from each side of the traveled way. Four (4) foot shoulders will be required for roads with anticipated traffic volume. of greater the 250 vehicles per day and where safety factors indicate a need.

Slopes on the right-of-way shall be constructed in accordance with the State road design standard and shall be no greater than 1 on 2. Slopes outside of the right-of-way shall be constructed to allow for satisfactory visibility, erosion control and appearance.

Seeding and Mulching

The road Developer will be responsible for the establishment of turf on slopes. Any slope erosion that occurs within two (2) years of Town acceptance of the road will be the responsibility of the Developer to repair and/or replace. If the Town believes there is a question of slope stability, soil stabilization may be required of the Developer.

Cul-de-sacs and Dead-End Streets

A cul-de-sac is a street terminating in a circular turn-around at one end. Cul-de-sacs will not be permitted due to the difficulties they present in effective snow removal. Instead, hammerhead turn-arounds shall be designed and shall have a minimum width of ninety (90) feet by fifty-three (53) feet and shall be level. An additional right-of-way of fifteen (15) feet adjacent to the perimeter of the turn-around will be provided to the Selectmen by the Developer for placement of snow or for future variations. All dead-end streets shall have a hammerhead-style turnaround.

Where the subdivision borders on an existing road or an abutting developable parcel of land and when the Board of Selectmen determine that a realignment or widening of the road or a future road right-of-way would be in the public interest, the Town may require that such areas be shown and marked on the plans "Reserved for Road Alignment and/or upon final road acceptance.

Intersections

When roads intersect, they shall do so at as close to 90degrees (90°) as possible, but in no case less than 60 degrees (60°) for a minimum distance of 100 feet from the center line of the intersection road and at a maximum grade of 3%.

Maximum Grades

Highway grades will be kept at a minimum whenever possible. Steeper grades of 8%or more will be preceded by a level area for a minimum of one hundred (100) feet. The steeper and longer the grade, the longer the level approach minimum will be required. Grades more than 8% should be avoided. Grades of 10% will require paving and can be no longer than three hundred (300) feet. Streets longer than three hundred (300) feet will have a maximum grade of 8% grades over 10%

or under .5% will not be accepted by the Town. The maximum grades within one hundred (100) feet of the centerline intersection of two streets shall not be greater than 3%.

Driveway and Drive Culverts

In general, one driveway, entrance, or access will be allowed per lot and any Developer seeking more than one must document the need to the Board of Selectmen for a decision. Driveways, entrances, and accesses should be as close to 90 degrees (90°) to the road as possible, but in no case, less than 60 degrees (60°). Sight distance should be at least two hundred (200) feet in any direction. The minimum distance for any driveway, entrance, or access from an intersecting highway shall be fifty (50) feet. see the **Driveways** section of this policy for additional information.

Drainage Courses and Culverts

Drainage ditches shall be provided where necessary and shall be constructed to prevent infiltration of water into the roadbed and to conduct surface drainage to waterways. Drainage ditches adjacent to roads are to be a minimum of six (6) inches below the gravel sub-based and 18" below the finished grade and have enough grade to prevent ponding of water. Ditches shall be shaped to prevent erosion to the shoulders and banks of the right-of-way and shall be seeded. Open drainage ditches in excess of 5% grade shall be lined with Type I (12 inch less) stone. Four (4) inch less stone may be allowed if approved by the Board of Selectman. ‘

Headers shall be installed at the inlet of all culverts and may be either reinforced concrete eight (8) inches thick, large flat rocks tightly placed, large, cemented rocks, or Type I rip rap. All culverts installed under roads shall be at least eight (8) feet from the outside edge of the shoulder. All culverts installed under roads to be paved must have reinforced concrete eight (8) inches thick on the inlet end of the culvert. All outlets will have headers of stone or rip rap at a minimum. Marker posts four (4) to six (6) inches in diameter shall be installed at both ends of the culvert.

It will be the responsibility of the Developer to obtain drainage easements for the Town whenever ditches or surface water must empty into or travel through land not of the Town. All necessary easements must be properly executed and filed with the Deed before the Town accepts.

Clearing and Sub-grade

The right-of-way is to be cleared of all trees, brush, and stumps to a minimum of seven (7) feet from the shoulder of the road or beyond the ditch line if the drainage course requires more distance. No stumps, large boulders, or mulch will be allowed to remain in the right-of-way. All mud, muck, and soft earth shall be removed from the roadbed and fully extended road shoulders and the base built on a solid sub-base. Ledge and boulders shall be removed to at least eighteen (18) inches below sub-grade and replaced with sand or bank run gravel. One hundred (100) percent of gravel must pass the four (4) inch sieve. Wet areas in the road base will require filter fabric and/or under drains as required by the Board of Selectmen. A six (6) inch sand cushion will be required over all ledgy areas.

Road Base

A minimum of twelve (12) inches of compacted gravel shall be used in all road bases with a maximum stone size of four (4) inches allowable. The road base shall conform in cross section and grade to the finished road surface. The State Standard used for road construction will provide additional road base requirement.

Road Surface

Gravel road surfaces shall be constructed with a minimum of six (6) inches of compacted crushed gravel meeting State Standard specifications. Other surface material may be substituted when and if approved by the Board of Selectmen.

Pavement

Pavement may be required for some roads, based on a number of conditions. If the judgment of the Board indicated the need for paving, this condition will be addressed in the permit issued to the Developer.

Pavement will be applied in two (2) lifts with a minimum depth of three (3) inches (1 ¾" base, 1 ¼" wear course). Pavement will be applied with a paving machine in a professional manner and will be inspected at the Developer's cost. Developers may propose cement concrete paving as per current standard.

Guardrails

Guardrails and posts shall be provided to meet traffic safety needs as determined by the Board of Selectmen. This will be addressed during the permit process. Size, type, and amount of guardrail needed will be determined by such things as topography, slopes, and anticipated traffic demand. Installation of guardrails will conform with Vermont Agency of Transportation requirements.

Signing

The Board of Selectmen or their designated agent(s) will determine what signs are needed for traffic control, safety, and street name signs. The town will purchase and install the signs and bill the Developer of the cost. Payments must be received before the Town will accept the road.

Bridges

Plans for bridges must be drawn by a registered professional engineer and must be submitted for review prior to commencing construction. Construction will be authorized only after review by State Highway Engineering personnel indicated that the bridge would meet all applicable Vermont Highway Specifications.

Underground Services

Underground services must be sleeved and buried deep enough to allow for cleaning and maintenance of any drainage course. Developers proposing paved roads must provide underground sleeves for anticipated underground utility services prior to paving. Services must be marked and also referenced on the ads-built drawing.

Defects in Design, Materials, or Performance

In the event of a dispute between the Board of Selectmen or its designed agent(s) and the Developer as to construction practices, materials used, interpretation of defects in the design, or the satisfactory performance of material or workmanship, the Boards' designated agent(s) shall have the authority to suspend (in writing) construction or to reject materials until such dispute can be resolved. Only the Board of Selectmen are authorized to revoke, alter, enlarge, relax, or release any requirements of these specifications or performance goals except by mutual consent of the Developer and the Board of Selectmen.

Unresolved disputes between the Town or Inspector and the Developer shall be referred to the Board of Selectmen in writing, as soon as practical. The Board of Selectmen or their Authorized Agent(s) shall act as referee and may make such findings and decisions as they determine is in the best interest of the public and as applicable to the objectives in this Policy.

Appeals Process

An appeal may be made in writing to the Board of Selectmen for a variance to this Policy. The Board's decision on any appeal shall be final and shall be in writing. Any affected or aggrieved person(s) or entity(ies) may seek legal counsel to assist in the Appeals Process.

Dated and Adopted this 15 of May 2006 by the Williamstown Board of Selectmen

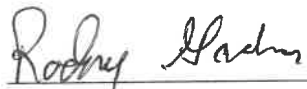
Amended and Adopted the 6th day of February 2012 by the Williamstown Board of Selectmen

Amended and Adopted the 14th day of June 2021 by the Williamstown Board of Selectmen

Amended and Adopted the 12th day of July 2021 by the Williamstown Board of Selectmen

Dated this 12th day of July, 2021


Williamstown Selectboard




Rodney Graham



Matt Rouleau



Clayton Woodworth



Jasmin Couillard



Jessica Worn