

Town of



For Office Use: Permit # _____

Parcel Lot ID# _____

Application for Work in the Town Right-of-Way

A permit is necessary for any work done within right-of-way limits of town roads, not including cutting brush or weeds. Any damage to the town highway must be repaired to town specifications. This Permit voids in the event of misrepresentation or failure to complete work within 12 months of date of issuance of the ROW Permit.

Location of Property _____

Name of Land Owner _____

Mailing Address _____

City _____ State _____ Zip _____

Telephone Day _____ Cell _____ Email _____

Contractor Name _____

Telephone Day _____ Cell _____ Email _____

(optional) Agent _____

*Appropriate agency authorization is attached (Individual, Letter of Authorization, Corporation, or LLC: Corp Vote/Certificate of Managing Partner).

Mailing Address _____

City _____ State _____ Zip _____

Telephone Day _____ Cell _____ Email _____

Summary of proposed project: _____

Make checks payable to the Town of Wilmington. Fees are non-refundable.

ROW fee \$50 _____

Basic filing fee \$18 _____

Date paid _____ Total due: _____

All ROW applications require:

- Plan or Drawing showing location of the proposed road crossing
- Certificate of Liability Insurance covering contractor in accordance with Liability Insurance Requirements Policy
- Fee (\$50.00 + \$18.00 Recording)

Owner Signature/Date

(Do not write below this line)

This permit is issued subject to the following restrictions, conditions and directions and covers only the work described above and on the attached drawing and then only when the work described is performed as directed.

CONDITIONS:

1. The Road Supervisor/Road Foreman must be notified at (802) 464-5515 before work is started and again when work is complete. Work is to be performed between the hours of 8 a.m. through 5 p.m.
2. One lane of the road must be kept open to allow for passage of traffic.
3. Appropriate warning signs must be posted and flag persons must be on duty to direct traffic.
4. Excavation to be filled with gravel and compacted in 6-inch lifts to top of road surface.
5. Filter fabric is to be laid 18 inches from road surface and covered with 12 inches of bank run and dressed with 6 inches of crushed gravel.
6. Pavement restoration on paved roads must be overseen by the Road Supervisor/Road Foreman. A minimum of 3 inches of base hot mix and a 1" overlay is required.
7. All disturbed areas must be immediately seeded and mulched.
8. Other Conditions: _____

Date Issued: _____

Expiration Date: _____

Town Manager

Road Supervisor/Road Foreman