

Town of



For Office Use: Permit # \_\_\_\_\_

Parcel Lot ID# \_\_\_\_\_

**Application for Driveway Access Construction Permit**

A permit is necessary for any work done within the right-of-way limits of town roads, not including cutting brush or weeds. All driveway access must be constructed in accordance with the Driveway Standards set forth on page three of this application. Any damage to the town highway must be repaired to town specifications. This Permit is void in the event of misrepresentation or failure to complete construction of the driveway(s) within twelve (12) months of date of issuance of the Driveway Access Construction 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 \_\_\_\_\_

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

Driveway and Road Crossing \$30 \_\_\_\_\_

Second Driveway; Culvert Required: \$400 \_\_\_\_\_

Basic filing fee \$33 \_\_\_\_\_

Date paid \_\_\_\_\_ Total due: \_\_\_\_\_

All Driveway Permit applications require:

- Plan showing the location of the proposed driveway(s). All driveways must be clearly marked and flagged.
- Certificate of Liability Insurance covering contractor in accordance with Liability Insurance Requirements Policy.
- Contractor to schedule a site visit with the Road Supervisor/Road Foreman (Tuesday mornings 8:00 and 12:00 from May 1<sup>st</sup> through Nov 30<sup>th</sup> to obtain the permit). Note: **NO driveway access construction work may be done from December 1<sup>st</sup> through April 30<sup>th</sup>.**

\_\_\_\_\_  
Owner Signature/Date

(Do not write below this line)

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

**CONDITIONS:**

1. Driveway is to be constructed in conformance with attached Driveway Standards, (see page three, attached)

2. Site Line:  Okay  Conditions: \_\_\_\_\_  
\_\_\_\_\_

3. Culvert:  None  Specific Requirements: \_\_\_\_\_  
\_\_\_\_\_

4. Other Conditions: \_\_\_\_\_  
\_\_\_\_\_

Date of Inspection: \_\_\_\_\_

Date of Re-inspection: \_\_\_\_\_

Approved  Denied for reasons: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

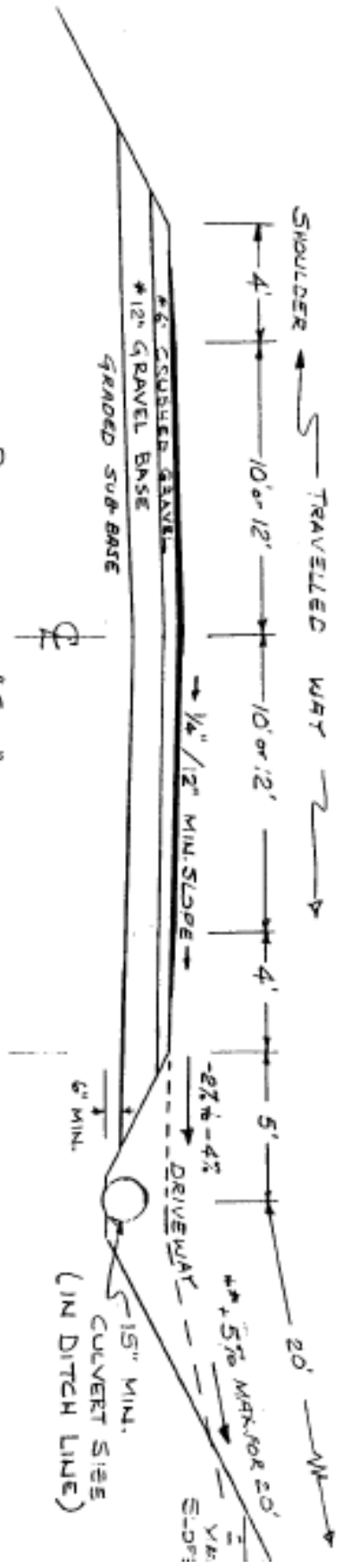
Approved  Denied for reasons: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date Issued: \_\_\_\_\_

Expiration Date: \_\_\_\_\_

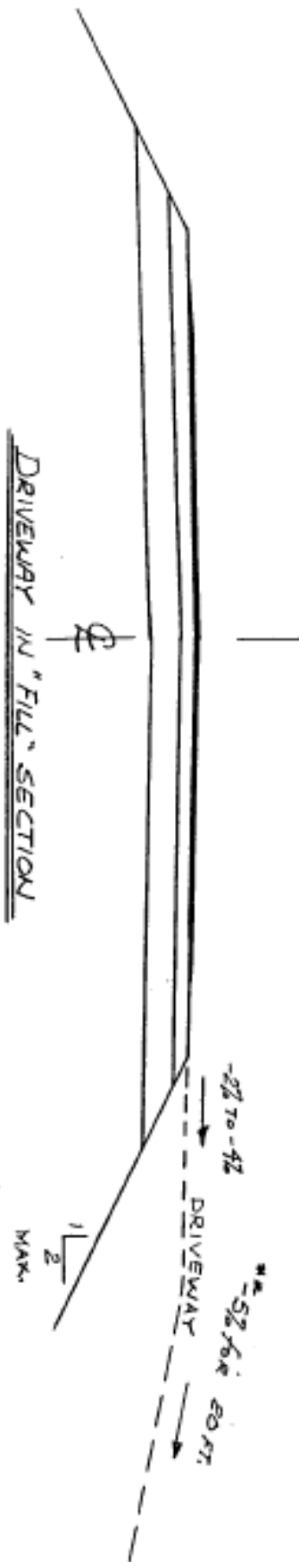
\_\_\_\_\_  
Town Manager

\_\_\_\_\_  
Road Supervisor/Road Foreman



DRIVEWAY IN "CUT" SECTION

SCALE: 1 in. = 5 FT.



DRIVEWAY IN "FILL" SECTION

- \* MINOR STREETS REQUIRE ONLY 4" CRUSHED GRAVEL MAJOR STREETS REQUIRE 18" GRAVEL BASE
- \*\* MAXIMUM GRADE AT INTERSECTIONS OF MAJOR STREETS MAY BE REDUCED BELOW 5% TO AS LOW AS 2% IF NECESSARY, BY HIGHWAY FOREMAN WITH TOWN MANAGERS' CONCURANCE.

DRIVEWAY STANDARDS  
 TOWN OF WILMINGTON, VT.  
 MARCH 28, 1990  
 ADOPTED BY WILMINGTON  
 BOARD OF SELECTMEN  
 1990