

Received and Recorded

On OCTOBER 23, 2018At 8AMBook 27 Page 157-158Attest: [Signature]
Town Clerk, Duxbury**Town of Duxbury, Vermont****Driveway Culvert Installation, Maintenance and Replacement Policy**

The following are policies to clarify the roles and responsibilities of the town and property owners for establishing and maintaining private driveways and access points that meet with town highways. These policies apply to all classes of town highways (Class 2,3, and 4). These policies pertain to all types of private accesses.

Establishing a new access

Prior to starting construction, the property owner must apply for an Access Permit. Access Permit applications are available at the Town Clerk's office.

Once submitted, the Highway Foreman will review the application and may inspect the location for suitability and any issues to be addressed utilizing state guidelines. The Town reserves the right to refuse access. The Road Foreman will determine whether a culvert is needed, and the type and size of culvert to be installed. Once an application has been approved, a permit will be issued including any special requirements, and construction may begin.

All costs of constructing a new access and meeting the requirements are the responsibility of the access owner. This includes the portion of the new access within the town right of way but outside the travelled portion of the town road.

Ongoing maintenance of established driveways

From the edge of the travelled portion of the town road, all maintenance and associated costs of maintenance of a private driveway are solely the responsibility of the driveway owner.

The owner is responsible to maintain the driveway, including associated culverts and ditches, in a condition such that proper drainage is maintained to preclude water and materials from entering the town road. Keeping the culvert clear of debris is the responsibility of the property owner.

The Highway Foreman may notify a property owner if culvert or ditch maintenance is not at an acceptable level. The property owner is responsible to remedy the situation within 30 days. If damage is caused to the travelled portion of the town road due to a lack of driveway, culvert or ditch maintenance, the cost of the repairs may be charged to the property owner.

Culvert Replacement

Prior to replacing a culvert, the property owner must apply for a Curb Cut/Access Permit. No charge will be associated with this permit application for a replacement culvert. The Highway Foreman will determine the required type and size of culvert. Once an application has been approved, a permit will be issued including any special requirements, and construction may begin.

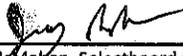
Adopted this 22 day of October in the year 20 18 by the Town of Duxbury, VT Selectboard



Mari Pratt, Selectboard Chair



Erin Lander, Selectboard Vice Chair



Jerry McMahon, Selectboard Member

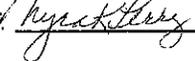


Bob Magee, Selectboard Member



Dan Schillhammer, Selectboard Member

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OF WHICH THE FOREGOING IS A TRUE COPY.

ATTEST: , TOWN CLERK *asst*