



ACCESS PERMIT APPLICATION

Permit # 20W 2022-02

Parcel ID: DG1500,c  
DG1500,d

Any new or modified access areas onto a Town highway requires Town approval. For access proposals on State roads, including RT 2 and RT 117, applicants are required to apply directly to VT Agency of Transportation. For local approvals, please review section 6.6 of the *Public Improvement Standards & Specifications for the Town of Richmond* (see municipal website) and provide all the information requested in this application. If you have questions please contact the Highway Department at 434-2631. Additional local permits and approvals may also be required, for information contact the Zoning Administrative Officer at 434-2430.

Application Date: March 24, 2022 Physical Address of Property: Dugway Road (approximately 800 feet east of Huntington Gorge)

Applicant Name: Scott Strode Property Owner Name: SAME

Applicant Mailing Address: 170 W. Newton Street, #2 Owner Mailing Address: \_\_\_\_\_  
Boston, MA 02118

Phone: 617-877-3690 Phone: \_\_\_\_\_

Email: scottstrode@gmail.com Email: \_\_\_\_\_

Description of Project: Lots 21 & 22 Shared Access Is property in floodplain? No

The Highway Department will review the proposal to ensure adequate sight lines, culverts and drainage issues. All new driveway culverts must have a minimum diameter of 15". Appropriate techniques such as headwalls and wingwalls may be required especially where erosion or undermining may be expected to occur. The landowner is responsible for purchasing and installing all required materials as approved for installation in the access permit. The landowner is responsible for all maintenance and repair for one year from the date of completion. For the replacement of existing culverts, the Highway Department will make the decision that an existing culvert has failed. The landowner will pay for the purchase price of the culvert. If the grade of the driveway is altered by the landowner so that the culvert is affected by frost action, the landowner will be responsible for repairs.

- Please include a Sketch Plan showing the proposed location of the new or modified access. (see reverse)
- Town Highway Access Application Fee—\$115 residential/ \$145 commercial

Submit the completed application form with the required fee to Planning & Zoning Office.

Signatures: The undersigned hereby certifies this information to be complete and true.

[Signature] 3/24/22 [Signature] 3/24/22  
Applicant Signature date Property Owner Signature date

— DO NOT WRITE BELOW THIS LINE—OFFICE USE ONLY—DO NOT WRITE BELOW THIS LINE—OFFICE USE ONLY—

Application received by ZAO & forwarded to Highway Department (date & initial): 3/31/22 KV Fee: 115.00

Application received & reviewed by Highway Department (date): 4-14-22 Decision: APPROVED / DENIED / WITHDRAWN

Comments: DRIVEWAY CULVERT NOT REQUIRED. SEE SEC. C-8 Additional comments on reverse

Highway Foreman Signature: [Signature] Date: 4-15-22

Application received by Town Manager and scheduled for Selectboard approval (date of SB meeting): 4/25/22

Selectboard Decision: APPROVED / DENIED / WITHDRAWN Comments: \_\_\_\_\_

Selectboard Chair Signature: \_\_\_\_\_ Date: \_\_\_\_\_

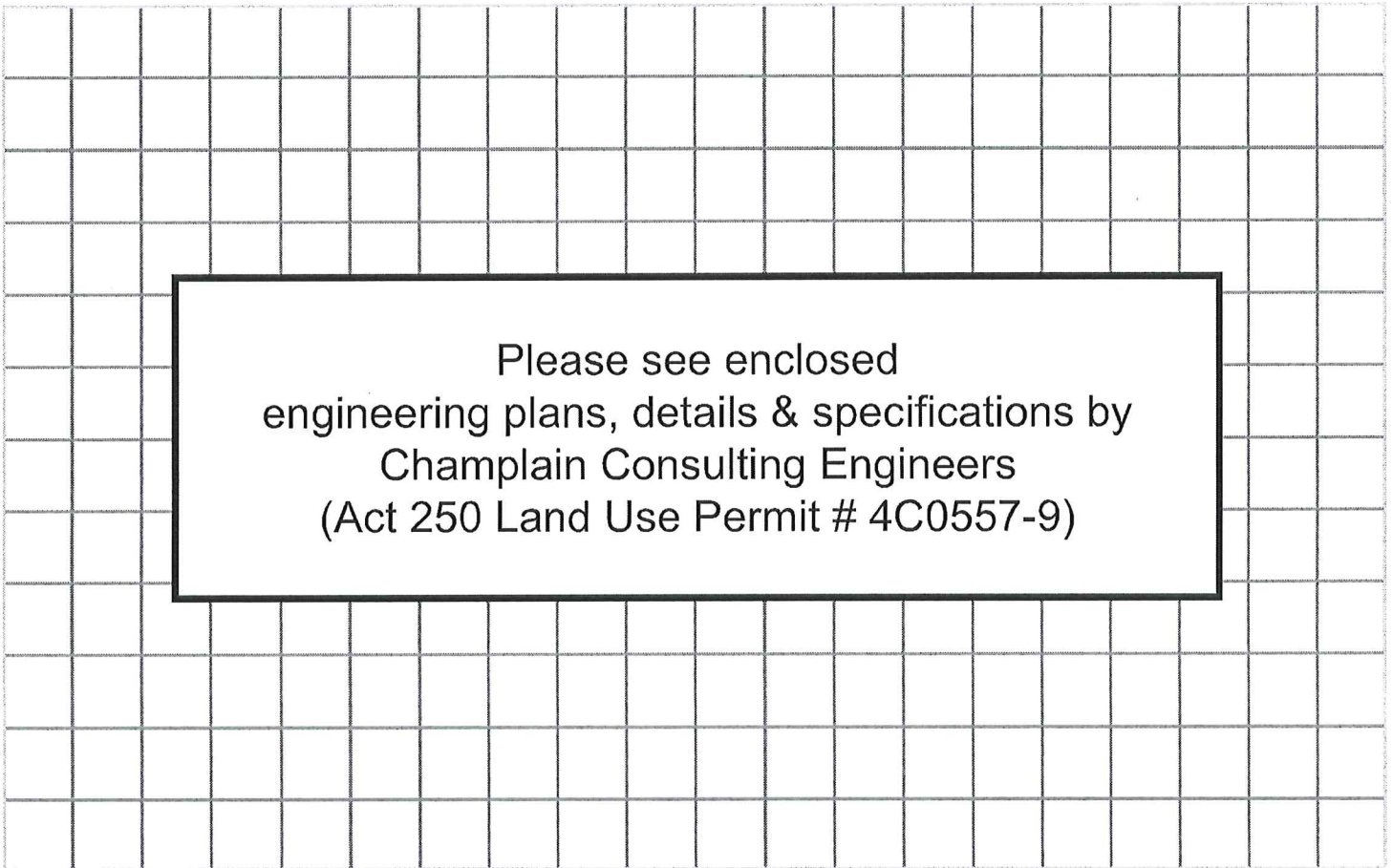
Return approved application to Planning & Zoning Office for applicant notification and filing (ZAO date & initial): \_\_\_\_\_

TOWN CLERK'S OFFICE Received for Record: \_\_\_\_\_ A.D. \_\_\_\_\_ At \_\_\_\_\_ o'clock \_\_\_\_\_ minutes \_\_\_\_\_ M

And Recorded in Book: \_\_\_\_\_ page \_\_\_\_\_ Attest: \_\_\_\_\_

Sketch Plan: Please include a Sketch Plan showing the proposed location of the new or modified access, with accurate measurements from the centerline of the proposed access (where it meet the town road) to any permanent mark. Please follow the specifications and profiles from the current Public Improvement Standards & Specifications for the Town of Richmond, including the culvert size (diameter and length). Additional information may be required depending on the nature of the project.

Sketch Plan:



— DO NOT WRITE BELOW THIS LINE—OFFICE USE ONLY—DO NOT WRITE BELOW THIS LINE—OFFICE USE ONLY—DO NOT WRITE BELOW THIS LINE—OFFICE USE ONLY—

Highway Department Comments: ACCESS IS THE HIGH POINT AND WATER RUNS DOWNHILL FROM BOTH SIDES OF ~~SET~~ ACCESS. WILL NEED TO MEET WITH CONTRACTOR TO REVIEW STORM WATER IN THE R.O.W.

Is a post construction inspection required? YES  NO Reason for post construction inspection: TO INSPECT RUNOFF FROM ACCESS TO ROAD CROSSING CULVERTS. ACCESS MUST COMPLY TO SHARED DRIVEWAY STANDARDS. BJ

Fee required (insert amount): \_\_\_\_\_ Fee collected (include amount and date received): \_\_\_\_\_

Is an independent professional inspection required? YES  NO Reason for independent professional inspection: SIGHT LINE FROM ACCESS LOOKING SOUTH IS 150' (MIN SPEC) LOOKING NORTH 350'. A

Fee required (insert amount): \_\_\_\_\_ Fee collected (include amount and date received): \_\_\_\_\_

Highway Foreman Signature: [Signature] Date: 4-15-22

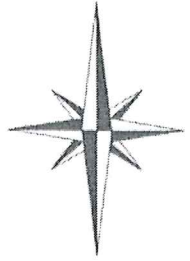
Date of completed post construction inspection / independent professional inspection: \_\_\_\_\_



# BARNARD & GERVAIS, LLC

*Land Surveyors, Licensed Designers, Environmental Consultants*

www.barnardandgervais.com



March 25, 2022

Town of Richmond  
Attn: Kayla Vaccaro, Zoning Administrator  
P.O. Box 285  
Richmond, Vermont 05477

Subject: Scott Strode, Parcels # DG1500,c and DG1500,d; Dugway Road, Richmond, Vermont – Highway Access Permit Application

Dear Kayla:

I am writing on behalf of Scott Strode to apply for a Town of Richmond Access Permit for his existing undeveloped parcels (Parcels # DG1500,c and DG1500,d) located on Dugway Road. In accordance with Section 6.6 Access Management of the 2016 Town of Richmond Public Improvements Standards and Specifications, the following information is respectfully submitted:

1. Town of Richmond Access Permit Application.
2. Design Drawings, by Barnard & Gervais, LLC:
  - a. Drawing S-1 – Overall Site Plan.
  - b. Drawing S-2 – Site Plan.
3. Engineering Drawings, by Champlain Consulting Engineers (LUP #4C0557-9):
  - a. Drawing C-1 – Partial Site Plan.
  - b. Drawing C-2 – Plan/ Profile.
  - c. Drawing C-3 – Plan/ Profile.
  - d. Drawing C-4 – Plan/ Profile.
  - e. Drawing C-5 – Plan/ Profile.
  - f. Drawing C-6 – Plan/ Profile.
  - g. Drawing C-7 – Plan/ Profile.
  - h. Drawing C-8 – Details.
  - i. Drawing C-9 – Sections.
  - j. Drawing C-10 – Specifications.
4. Access Permit Application Fee Payment of \$115.00 (under separate cover).

Please review the included information and let me know if there are any other items that are required for the Access Permit application. In the meantime, should you have any questions or comments regarding the application, please do not hesitate to give me a call at (802) 482-2597.

Sincerely,

Jason Barnard  
Licensed Designer #126179

c: Scott Strode

Hinesburg: 10523 VT Route 116, P.O. Box 133, Hinesburg, VT 05461; Phone (802) 482-2597  
Enosburg Falls: 167 Main Street Suite 10, P.O. Box 820, Enosburg Falls, VT 05450; Phone (802) 933-5168

