



ACCESS PERMIT APPLICATION

Permit # AC 2023-01
Parcel ID: 06746

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: 12/5/2022 Physical Address of Property: 746 Dugway Rd, Richmond VT 05477

Applicant Name: Lee Diamond/Luke Boggess Property Owner Name: same as applicant

Applicant Mailing Address: 746 Dugway Rd Owner Mailing Address: same as applicant
Richmond VT 05477

Phone: 802-318-5570 Phone: _____

Email: ldiamond@uvm.edu Email: _____

Description of Project: widen 746 Dugway driveway to separate and distinguish it from next door neighbor's new Private road. 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.

Lee Diamond 12/30/22 Lee Diamond 12/30/22
 Applicant Signature date Property Owner Signature date

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Application received by ZAO & forwarded to Highway Department (date & initial): 1/10/23/TM Fee: \$115

Application received & reviewed by Highway Department (date): 1-13-23 Decision: APPROVED DENIED / WITHDRAWN

Comments: SEE ATTACHED SHEET + MEMO Additional comments on reverse

Highway Foreman Signature: [Signature] Date: 1-20-23

Application received by Town Manager and scheduled for Selectboard approval (date of SB meeting): _____

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:

Scheduled for Spring 2023 (April or May)

see attached

manhole will be moved

culvert size + determinations made by Peter Bosselin

John Scott Excavation is the contractor

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Highway Department Comments: APPLICANT IS PROPOSING TO WIDEN THE ACCESS ON BARRED OWL LAKE TO MAINTAIN DUGWAY ROAD ADDRESS. PLEASE SEE ATTACHED E-MAILS FROM ZONING, APPLICANT AND E911.

Is a post construction inspection required? YES/ NO Reason for post construction inspection: TO CHECK ACCESS DELINEATION AND CULVERT EXTENSION. ADD 15' OF 12" HDPE CULVERT UPSTREAM OF EXISTING CULVERT.

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

Is an independent professional inspection required? YES / NO Reason for independent professional inspection: _____


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

Highway Foreman Signature: [Signature] Date: 1-20-23

Date of completed post construction inspection / independent professional inspection: _____

**Richmond Highway
Department**

Memo

To: Richmond Selectboard
From: Peter Gosselin, Road Foreman 
cc: Josh Arneson, Town Manager
Date: 4-5-23
Re: Access permit for 746 Dugway Road

Applicant Lee Diamond has requested to amend their current shared access at 746 Dugway Road. The shared access that served 746 and 744 Dugway Road was recently changed to a private road named (Barred Owl Lane) by the abutting landowner Charles Gilroy. Mr. Gilroy created additional lots on his property which required the change to a private road.

Because the shared access for 746 / 744 changed to a private road, Ms. Diamond has requested to amend the access to keep it as a shared access to retain their E911 address. This is a unique request as our public works standards do not require the existing sharing access to change their access to the newly created private road.

Our public Works standards specify the installation of new accesses not existing shared ones. Attached are photos and emails from Tyler Hermanson of E911 and Tyler Mashia, Richmond Zoning Administrator. Because this request is rare, we have exhausted a fair amount of time researching whether or not this request falls into a new access specification.

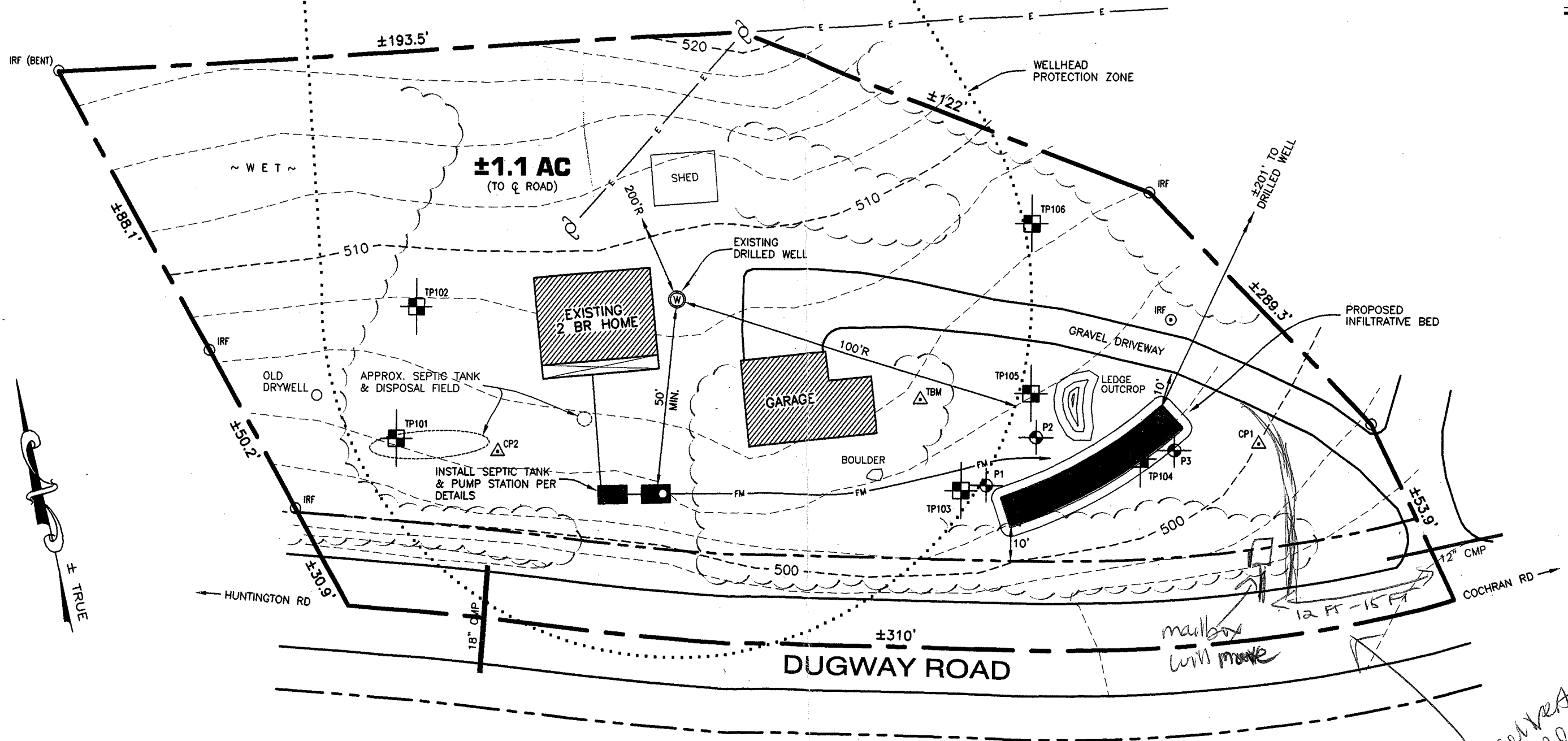
The fact that this shared access predated the change to a private road, there are no specifications for changing it. Ultimately E911, Richmond Highway and Richmond Zoning are in favor of widening the entrance to delineate 746 from the private road.

INSTALLATION MAY BE REMOVED AND REINSTALLED IN SOIL.

*USE 3/4" CRUSHED STONE WHEN UNDER DRIVEWAY

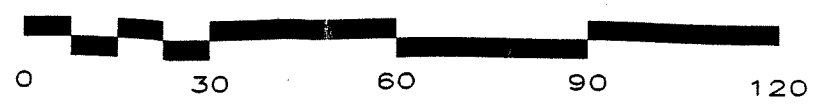
**3'-0" MIN. COVER PERMITTED WITH 2" RIGID FOAM INSULATION (EXCEPT WHEN UNDER ROAD OR DRIVEWAY).

FORCE M



SITE PLAN

-TOTAL STATION SURVEY-
1 INCH = 30 FEET



NOTE: CONTACT "DIG SAFE" PRIOR TO CONSTRUCTION AT 1-888-344-7233

extra curves will be added based on site Coechn recommendations