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ACCESS PERMIT APPLICATION

Permit # AC2026-001
Parcel ID: WH0593

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: 02/04/2026 Physical Address of Property: 593 Williams Hill Road, Richmond, VT
Applicant Name: Gunter + Kristina Hetzel Property Owner Name: Same
Applicant Mailing Address: 593 Williams Hill Rd Owner Mailing Address: _____
Richmond, VT 05477

Phone: (802) 343-5593 Phone: (802) 355-7583

Email: gkhetzel@gmail.com Email: same

Description of Project: New Access for proposed sub-divided lot 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] 2/4/26
Applicant Signature date

[Signature] 2/4/2026
Property Owner Signature date

--- 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---

Application received by ZAO & forwarded to Highway Department (date & initial): 2/19/26-00 Fee: \$115

Application received & reviewed by Highway Department (date): 3-4-26 Decision: (APPROVED / DENIED / WITHDRAWN)

Comments: EXTEND 18" MORE CULVERT 10 FEET Additional comments on reverse

Highway Foreman Signature: [Signature] Date: 3-4-26

Application received by Town Manager and scheduled for Selectboard approval (date of SB meeting): 3/16/26

Selectboard Decision: APPROVED / DENIED / WITHDRAWN Comments: _____

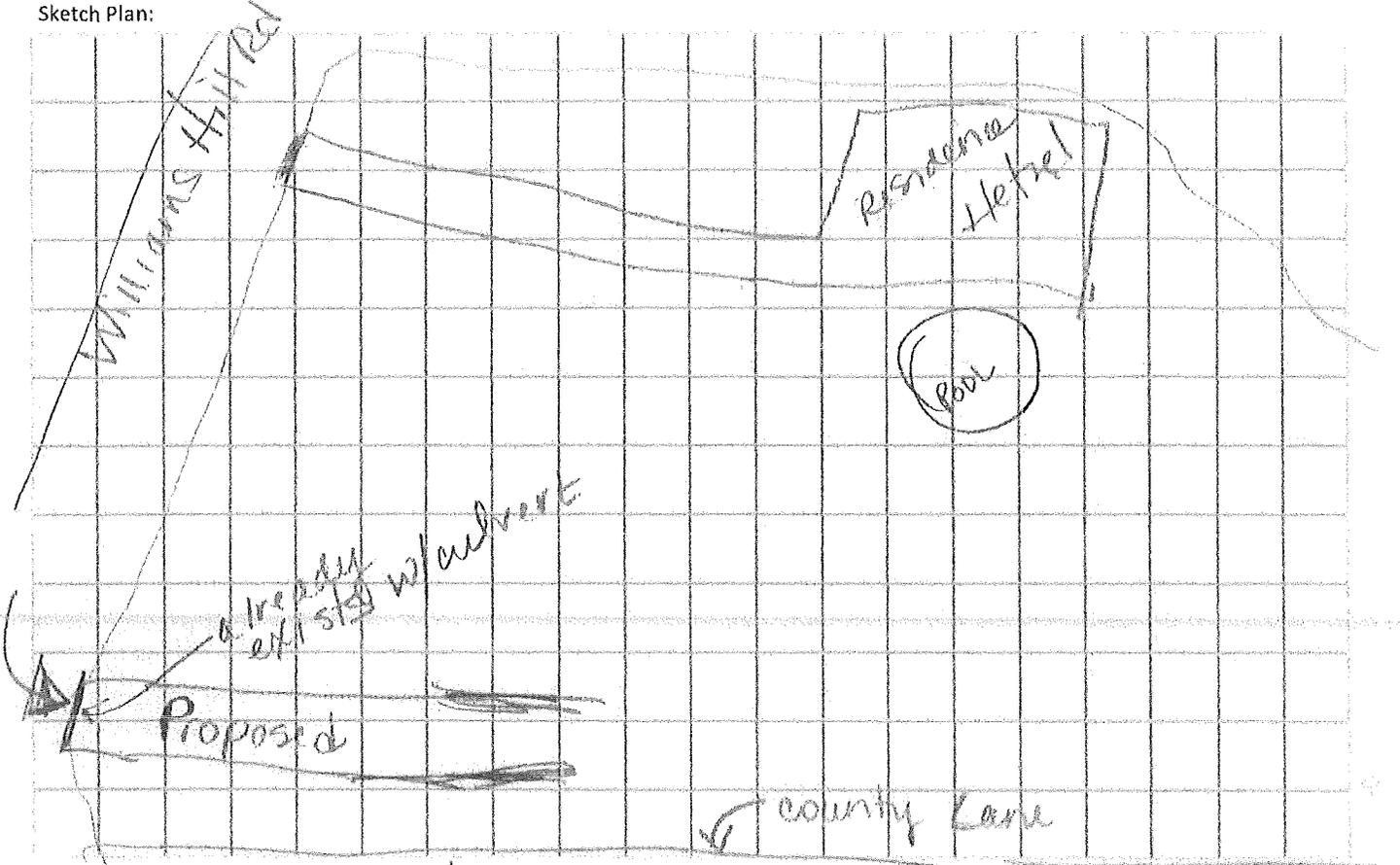
Selectboard Chair Signature: _____ Date: _____

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: TO COMPLY WITH DRIVEWAY STANDARD OF 12" x 30', SKHLINES NORTH 1175', SOUTH 415' WHICH EXCEED THE MIN. ACCESS IS 67 FEET FROM OLD COUNTY LN. OK

Is a post construction inspection required? YES / NO Reason for post construction inspection: _____

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:  Date: 3-4-26

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

Proposed New Access



Natural Resources Atlas
Vermont Agency of Natural Resources

vermont.gov



165.0

0

82.00

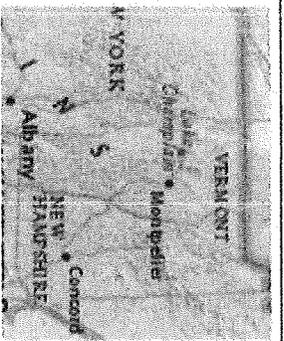
165.0 Meters

WGS_1984_Web_Mercator_Auxiliary_Sphere
© Vermont Agency of Natural Resources

1" = 271 Ft
THIS MAP IS NOT TO BE USED FOR NAVIGATION

DISCLAIMER: This map is for general reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. ANR and the State of Vermont make no representations of any kind, including but not limited to the warranties of merchantability, or fitness for a particular use, nor are any such warranties to be implied with respect to the data on this map.

1 : 3,251
February 19, 2026



LEGEND

- Parcels (standardized)
- Roads
 - Interstate
 - US Highway: 1
 - State Highway
 - Town Highway (Class 1)
 - Town Highway (Class 2.3)
 - Town Highway (Class 4)
 - State Forest Trail
 - National Forest Trail
 - Legal Trail
 - Private Road/Driveway
 - Proposed Roads
- Town Boundary

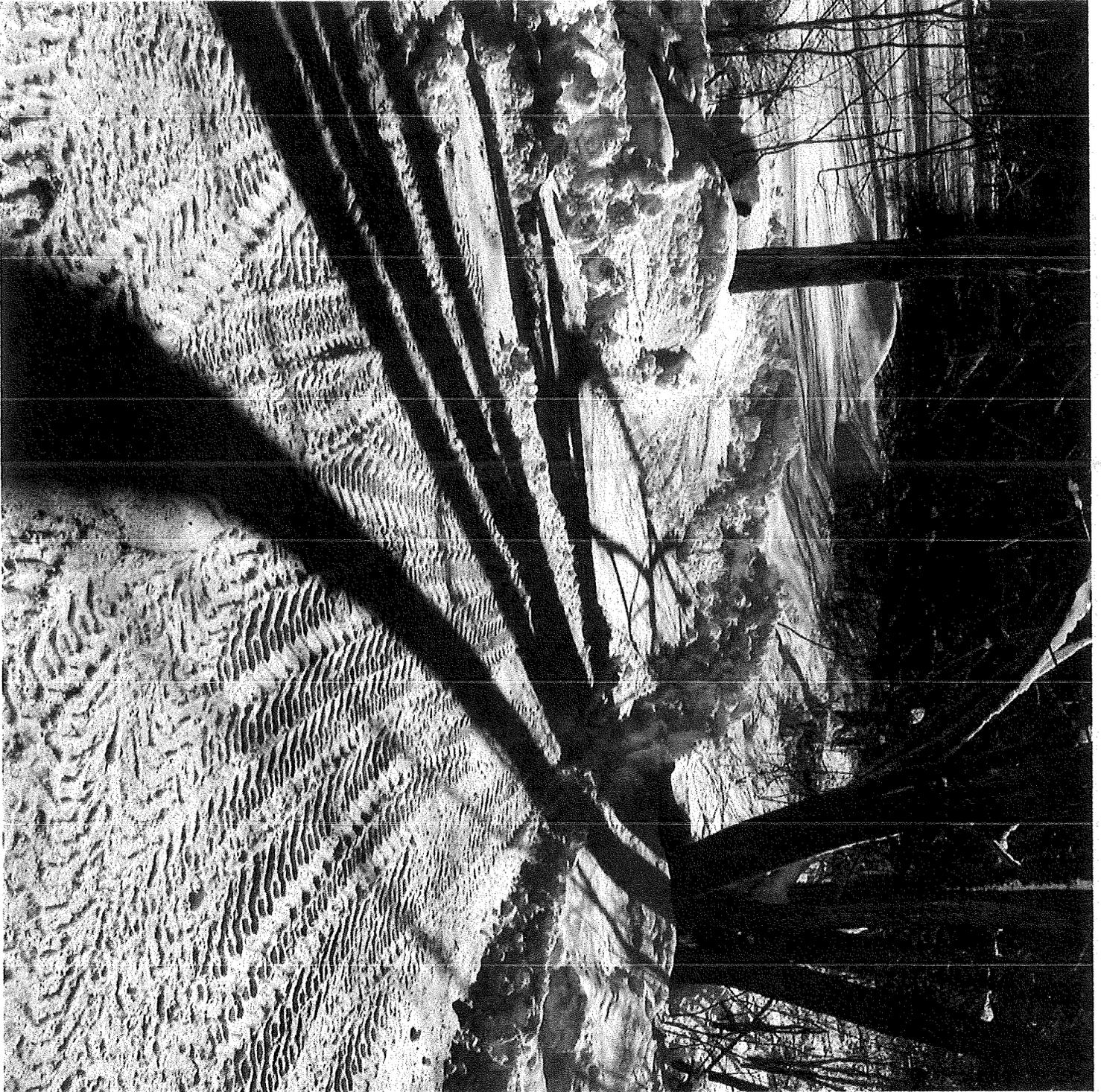
NOTES

Map created using ANR's Natural Resources Atlas

1307



Middle



Right



BREAKDOWN OF FEES

ZONING FEES: _____
ACCESS PERMIT: _____ \$ 115
DRB: _____
R.O.W. FEES _____
FIRE IMPACT _____
WATER EXCAVATION: _____
RECORDING FEES: _____

TOTAL: _____ \$ 115

CHECK NUMBER: _____ 3799

NOTES: _____ For AC 2026-001

↳ re: 593 Williams Hill Road