

**Town of Woodstock**

**Application for Driveway & Access Permit**

**Notice:** This permit covers rights vested in the Select Board over this highway or street and does not release the petitioner from the requirements of any other statutes, ordinances, rules, or regulations. This permit is effective upon compliance with such of those other requirements as are applicable.

**Permission is hereby requested by:** [Applicant Name]\_\_\_\_\_

**To perform the work described as follows on the street or highway known as:** [Street/Highway Name]\_\_\_\_\_  
\_\_\_\_\_

**The location of this work being:** [911 House Number]\_\_\_\_\_

**Description of the work to be performed:**

[Provide a detailed description of the work to be performed]\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**The undersigned, in consideration of the approval of this permit, having duly read all the contents herein, agrees to the directions and to the restrictions and to conditions listed below.**

**Applicant signature:** \_\_\_\_\_

**Applicant name:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Cell:** \_\_\_\_\_

**Applicant mailing address:** \_\_\_\_\_  
\_\_\_\_\_

**Email:** \_\_\_\_\_

**Approval:** This permit is issued with the following directions, restrictions, and conditions, and covers only the work described hereinafter, and then only when the work is performed as directed, and subject to the following special conditions:

1. The petitioner does hereby waive, release, and discharge the Town of Woodstock from any liability incurred or any damage or claim of damage of any kind or nature which they or others have or may claim to have now or in the future in connection with this work to be done.
2. No work shall be done under this permit until the petitioner to whom it is granted has communicated with and received instruction from the Municipal Manager.

3. All work herein contemplated shall be done under the supervision and to the satisfaction of the Municipal Manager or their authorized agent. If, after due notice, it is not satisfactorily corrected, the Municipal Manager may, with or without notice, make or cause to be made such corrections, and the petitioner shall reimburse the Town for any expenses incurred in making said corrections.
4. Driveway to be constructed as far as possible with Vermont Department of Highway Standards Sheet B-71 Profile and Notes.
5. Particular attention shall be made to construct driveways so water does not turn onto highways.
6. Maintenance of said drive and culvert shall be the responsibility of the petitioner.
7. This permit may be modified or revoked at any time by the Select Board of the Town of Woodstock, Vermont.
8. It is the responsibility of the property owner to maintain the culvert and keep it clear and free of gravel and other debris.
9. Establish and maintain a 20-foot negative slope of ¼" per foot from the road prior to beginning the climb to the house site.
10. Must have an 18" culvert.
11. The applicant hereby agrees to hold the Town of Woodstock harmless from claims of all third parties for damages from whatsoever cause incident to the exercise of this permission to construct a driveway.

**Please provide a sketch showing the location of the proposed access and stake out the proposed access so that the Director of Public Works may review it before approval is granted.**

**Please mail or email completed application to:**

Town of Woodstock  
 PO Box 488  
 Woodstock, VT 05091  
 Email: [Permits@townofwoodstock.org](mailto:Permits@townofwoodstock.org)

**OFFICE USE ONLY**

**Additional conditions:**

[For Office Use Only] \_\_\_\_\_

**Director of Public Works:**

**Approved** \_\_\_\_\_

**Denied** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**This permit is:**

**Approved** \_\_\_\_\_

**Denied** \_\_\_\_\_

**Municipal Manager:**

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Permit #:** \_\_\_\_\_