

**Town of Reading**  
**P.O. Box 72, Reading, Vermont. 05062**  
**Telephone (802) 484-7250**

**Driveway Permit for Entrance onto a Town Highway**

1. Name of landowner \_\_\_\_\_
2. Area code and telephone number \_\_\_\_\_
3. Mailing address of landowner \_\_\_\_\_
4. Specific location of property \_\_\_\_\_
5. Name, address and telephone number of applicant if not property owner \_\_\_\_\_
6. Name, address and telephone number of contractor \_\_\_\_\_

Attach a sketch of work to be performed, including nearby property lines, width of driveway, size and location of driveway culverts, location of nearby Town road culverts, approximate slope of driveway and surface of proposed driveway. Please reference Agency of Transportation Standard B-71, specifically details G, H and I, attached, for design criteria. Post flagged stakes for driveway width and location on Town road. **Note; The edge of the traveled portion of a driveway must be at least 25' from a neighboring property line for the entire length of the driveway.**

Installation and maintenance of the driveway will be the sole responsibility of the landowner. Initial installation of any culvert within 25 feet of the centerline of the traveled portion of the Town Highway will be at the expense of the landowner. The minimum culvert size is 15". Should said culvert fail for any reason within one year, it will be replaced by the landowner with appropriately sized culvert as determined by the Town. After one year, the Town will perform maintenance of said culvert.

**Signature of applicant** \_\_\_\_\_ **Date** \_\_\_\_\_

Permit fee \$ 20.00 - Received by \_\_\_\_\_ **Date** \_\_\_\_\_

===== **For Office use below** =====

Date Approved \_\_\_\_\_ Road Foreman \_\_\_\_\_

Date Denied \_\_\_\_\_ Selectboard \_\_\_\_\_

911 number \_\_\_\_\_

Parcel # \_\_\_\_\_

This permit is issued and subject to the following instructions and conditions: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Inspected and approved \_\_\_\_\_ **Date** \_\_\_\_\_  
Road Foreman

