

**Town of Danville**  
**Town of Danville \* P. O. Box 183 \* Danville, Vermont**

**Highway Cut Policy**

**STATEMENT:**

The Danville Selectboard hereby creates the following Town Highway Cut Policy. This Policy insures the proper maintenance and/or repair to the Town Highways within the Town of Danville when it becomes necessary to excavate across them, or impedes the ditching and/or culverts required for the proper drainage and water run off capabilities.

- I. Highway Cut Permits will be granted by the Road Foreman or his Subordinate after plan, design, sketch of work to be performed, and schedule have been addressed by all parties involved with the required work completed to the satisfaction of the Road Foreman and/or the Selectboard of the Town of Danville.
- II. The following conditions must be met for the approval of the Highway Cut Permit by the Road Foreman.
  - a. Road surface material shall be of the same type as exists on the Town Highway where work is being performed. The entire area of highway involved in the highway cut shall be resurfaced accordingly.
  - b. Trenches will be backfilled and compacted in no more than 6 inch lifts (depending on compactor) and material shall be of the same quality as excavated or as the Road Foreman specifies in the condition of the permit required.
  - c. Any sidewalks, storm drains, catch-basins, manholes, water lines, shut off boxes, curbing, utilities, or other items damaged during the construction shall be repaired and/or replaced forthwith.
- III. The Road Foreman has the right to involve other town Public Works personnel who have a vested interest in any roadway excavation.
- IV. All work shall be done to the satisfaction of the Road Foreman, who may require that any portion of the work be done over to his specification prior to final approval.
- V. Any person or persons with an approved Highway Cut Permit will be responsible for all traffic control. One way traffic should be maintained at all times with adequate roadbed for emergency vehicle travel. Closed roadways and/or detours will be worked out with Road Foreman prior to commencement of work.
- VI. The entity doing the excavation of the roadway shall furnish the Town of Danville with a Certificate of Insurance containing liability, property damage, and worker's compensation coverage prior to the issuance of the Highway Cut Permit.
- VII. In an Emergency situation, such as repair work required to insure public safety or to restore necessary public services, at times need to be addressed immediately. In this case a phone call or other convenient message may be reported to the Road Foreman, Town Clerk, Administrative Assistant, or Selectboard member and work may proceed. The Highway Cut Permit would then be obtained within the next regular day of business.
- VIII. Dig Safe Systems, Inc. needs to be contacted by applicant to obtain approval for the dig prior to any excavation. Note: Dig Safe Systems, Inc. (Toll Free) 1-888-344-7233

IX. Fees required or waived under the discretion of the Road Foreman will be paid or waived prior to the issuance of a permit and commencement of work are as follows:

Deposit to Town of Danville	Class II Roads	\$1,000.00
	Class III Roads	500.00
	Class IV Roads	500.00

X. No work will commence until a "Permission to Proceed" document has been issued to the applicant. If a TBD (to be determined) date or estimated time frame for work to be done was listed on application, an updated specific date for work must be given to the Road Foreman before work may commence. Work to be completed within a 10 calendar day period. Deposit held by the Town of Danville to be returned to applicant within three working days after final inspection by the Road Foreman or his designated subordinate.

This adopted policy is in force and effect by the Danville Selectboard on September 20, 2018

This policy may be amended at any time with the proper notice by the Danville Selectboard.

Attest:

Wendy M. Somers  
Wendy Somers, Town Clerk

Danville Selectboard Members:

Ken A. [Signature]  
[Signature]  
Kellie C. Menell  
[Signature]  
Ted Chase

*Superseded <sup>prior</sup> by Policy dated September 21, 2000*