

## **Driveway Culvert Policy**

### **Town of Bolton, Vermont**

#### **Purpose:**

This policy establishes minimum standards for the design, construction, and maintenance of new and existing permanent driveway culverts placed within the Town Highway right-of-way.

This policy shall pertain to culverts regardless of when or by whom the culvert was installed.

#### **Process:**

The property owner is required to obtain all necessary permits from the Town *before* the driveway or culvert is installed.

Permits requiring a driveway culvert shall be forwarded to the Road Foreman or Road Commissioner, who will inspect the site and specify any conditions that need to be met within 21 days of receipt of the application.

#### **Culverts:**

A new or replacement culvert pipe shall be of a type approved by the Town Highway Department, and shall meet the minimum diameter required by the Town. A larger diameter may be specified by the Road Foreman or Road Commissioner if drainage conditions warrant it.

#### **Installation, repair and maintenance of culverts:**

Initial installation of a driveway culvert shall be done by the owner, at the owner's expense using a private contractor. The culvert shall be installed in accordance with the curb cut permit. Culverts installed by private residents will be done under the supervision of the Road Commissioner or the Town Highway Department and done strictly in accordance with this policy.

New culvert installations shall have a concrete header on the uphill and downhill ends of the culvert or stone-lined ditches for a distance of four feet (4') in each direction. A splash guard shall be installed on the downhill side if needed.

The property owner shall be responsible for maintaining driveway culverts whether the culvert was previously installed and/or maintained by the Town or by the owner. Maintenance includes keeping culverts clear of debris that may inhibit the flow of water through the drainage ditch.

Culverts previously installed by the Town in a private driveway will not be replaced by the Town.

If damage to a town highway is caused by improper culvert installation or by inadequate maintenance, it is the responsibility of the property owner to make necessary repairs at his/her expense.

If the Town replaces a failed driveway culvert in the course of an emergency, the Town shall not accept on-going responsibility for maintenance of the replaced culvert and the property owner may be billed for the cost of the replacement culvert.

Once a new or replacement culvert is installed, the Road Foreman or Road Commissioner shall inspect it and either accept it or reject it with needed alterations in writing.

Approved by the Bolton Select Board on October 7, 2019.

  
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