

Article 1. General Information

The standards listed here are considered minimum and are presented for purposes of guiding construction and maintenance personnel. The Selectboard reserves the right to modify the standards for a particular project, where, because of unique physical circumstances or conditions, there is no possibility that the project can be completed in strict conformance with these provisions. Fiscal reasons are not a basis for modification of the standards.

Any new road, whether or not that road is proposed to be conveyed to the town, shall be constructed according to the minimums of these standards. If any federal and/or state funding is involved in a project the Vtrans district office will be notified prior to any field changes taking place that would alter the original scope of work.

Article 2. Access Management

A Highway Permit is required for all future private road and bridge construction or reconstruction done within the Town where the road joins a Town road. A Highway Permit is required for any future driveway construction or reconstruction done within the Town where the driveway joins a Town road.

Article 3. Ditches and Slopes

Soil exposed during ditch and slope construction or maintenance will be treated immediately following the operation. Priority should be given to areas vulnerable to erosion immediately adjacent to or discharging to surface waters and/or roadway drainage facilities. The following are minimum erosion control measures:

- Seed and mulch slopes less than 2%. Use biodegradable, non-welded matting and seed on ditches with grades between 2% and 5%. Stone line all ditches with grades greater than 5%; alternatively, install stone check dams. Dams should be comprised of a well graded stone matrix 2 to 9 inches in size. Dams should not exceed 2 feet in height and check dam crest should be at least 6 inches below the top of the ditch.
- Create parabolic (wide “U” shaped) ditches when constructing new or substantially reconstructing ditches, rather than narrow “V” shaped ditches. Ditches with gradual slopes (maximum 2H: 1V ratio) and a wide bottom (at least 2 feet) are preferred.
- Use biodegradable, non-welded matting to stabilize side-slopes where slopes are greater than 1:1; apply seed and mulch to any raw or exposed side-slope if slopes are less than or equal to 1:1.
- Ditches should be turned out to avoid direct outlet into surface waters. There must be adequate outlet protection at the end of the turnout, either a structural (rock) or vegetative filtering area.

Article 4. Culverts and Bridges

- All new driveway culverts will have a minimum diameter of 15 inches.
- All new roadway culverts will have a minimum diameter of 18 inches.
- Any culvert with a drainage area greater than 0.25 square miles will require a hydraulic engineering study. Culverts will be designed to convey the Q25 design storm with minimal surcharge.
- All bridges (structures with spans greater than 6 feet) and open bottom structures will require a hydraulic engineering study. Structures will be designed to convey the Q25 design storm and allow for passage of ice and debris.
- When installing or replacing culverts, use appropriate techniques such as headwalls and wingwalls, where there is erosion or undermining or where it may occur.
- Install a splash pad or plunge pool at the outlet of drainage culverts where there is erosion or where erosion may occur. Splash pads and plunge pools are not appropriate for use in streams supporting aquatic life.

Article 5. Roadways

- All paved roads shall comply with the Vermont State A-76 Standards for design and transportation construction, reconstruction, and rehabilitation on freeways, roads, and streets.
- All new or substantially reconstructed roads will have a least a 15 inch thick processed gravel subbase, with gravel roads having the top 3 inches (minimum) as crushed gravel.
- All roadways will be graded so water does not remain on the road surface. For roadways that are not superelevated, the generally means a 2-4% (1/4 inch – 1/2 inch per foot) crown for gravel roads and a 1-2% (1/8 inch – 1/4 inch per foot) crown for paved roads to promote sheeting of water.
- Proper grading techniques for gravel roadways will be used to avoid creating a ridge or berm between the crown and the ditch.
- Any berm along the roadway shoulder that prevents the proper sheeting of water will be removed.

Article 6. Driveways

Any construction of new driveways or redesign/reconstruction of existing driveways shall require a Highway Permit for construction within the road right-of-way. All driveways shall comply with the State of Vermont B-71 Standards for residential and commercial driveways.

Article 7. Driveways and Private Roads

New private roads, regardless of whether or not intended to be taken over by the Town, and the first twenty (20) feet of new driveways, shall be constructed and maintained to these Town Road and Bridge Standards, including ditches, culverts and bridges. These standards shall also apply to temporary roads that drain onto town highways.

The Selectboard has the authority in its sole discretion to accept or refuse to accept any road as a Town Road.

Article 8. Special Conditions

No construction activity, including planting of vegetation, shall occur within the road right-of-way without an approved Highway Permit. Permits are available at the Town Office. In addition to the special conditions and restriction in the permit application, the permit holder shall be liable and responsible for any damage, repair or maintenance of the road, bridge, drain, ditch, slope, post or culvert, including headers, within the road right-of-way.

Article 9. Guardrails

When roadway, culvert, bridge, or retaining wall construction or reconstruction projects result in hazards such as foreslopes, drop offs, or fixed obstacles within the designated clear-zone, a roadside barrier such as guardrail shall be installed. The most current version of the AASHTO Roadside Design Guide will govern the analysis of the hazard and the subsequent treatment of that hazard.

Article 10. Training

Town highway maintenance crews will collectively attend a minimum total of 6 hours of training per year on best road management practices. The Town will keep documentation of their attendance.

Article 11. Effective Date

These standards shall become effective immediately upon their adoption by the Proctor Selectboard.