



# Town of Shelburne, Vermont

CHARTERED 1763

P.O. BOX 88 5420 SHELBURNE ROAD SHELBURNE, VT 05482

Clerk/Treasurer  
(802) 985-5116

Town Manager  
(802) 985-5111

Zoning & Planning  
(802) 985-5118

Assessor  
(802) 985-5115

Recreation  
(802) 985-5110

FAX Number  
(802) 985-9550

## ROAD PAVEMENT EXCAVATION/ROAD RIGHT OF WAY EXCAVATION PERMIT APPLICATION

PERMIT NUMBER: \_\_\_\_\_

1. **SHELBURNE DEVELOPMENT SPECIFICATIONS, SECTION 2.17, ROAD CUTS.** This application is to excavate within a Town road right of way. The permit serves as notice to the Town of the date, size, location, and purpose of the excavation. The permit is not intended as a means of regulating excavation safety or of notifying utility companies of your excavation.

\_\_\_\_\_ **ROAD PAVEMENT EXCAVATION.** Excavation of a paved road surface.

**FEE.** \_\_\_\_\_ x \$10 = \$ \_\_\_\_\_  
*(Excavation Area in Square Feet) (Road Pavement Excavation Fee)*

\_\_\_\_\_ **ROAD RIGHT OF WAY EXCAVATION.** Excavation of an unpaved surface (*greenbelt, sidewalk, etc.*)

**FEE.** \$250 + \$250 = \$500\* *\*(Double this fee if excavating on both sides of road)*  
*(Excavation Fee) (Deposit) (Road Right of Way Excavation Fee)*

2. **EXCAVATION DATES** *\*(Minimum 2 day review time required to process application):*

Excavation work to begin\*: \_\_\_\_\_ Excavation work to be completed: \_\_\_\_\_  
*(Month) (Day) (Year) (Month) (Day) (Year)*

3. **APPLICANT INFORMATION:**

Applicant: \_\_\_\_\_

Business Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone No.: \_\_\_\_\_ Fax No. \_\_\_\_\_

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

4. **EXCAVATION DESCRIPTION:**

a. **Sketch:** *(Provide a sketch of the excavation area including the excavation dimensions and area)*

b. **Location:** *(Provide the street address or other description of the excavation location)*

c. \_\_\_\_\_ **Public** \_\_\_\_\_ **Private** \_\_\_\_\_

c. **Purpose:** *(Briefly explain the need to excavate)*

d. **Dig Safe Ticket Number:** \_\_\_\_\_

**EXCAVATION PERMIT**  
*(COMPLETED BY TOWN STAFF)*

**PERMIT:**    **Approved** \_\_\_\_\_    **Denied** \_\_\_\_\_    **Date** \_\_\_\_\_

\_\_\_\_\_  
**Water Department Signature**

\_\_\_\_\_  
**Wastewater Department Signature**

\_\_\_\_\_  
**Zoning Coordinator Signature**

\_\_\_\_\_  
**Highway Department Signature**

**PERMIT CONDITIONS:**

1.    **Safety & Utility Notice.** The applicant shall comply with all applicable Federal & State health and safety regulations (VOSHA, etc.). The applicant is responsible for notifying utility companies (Dig Safe Ph. 888-344-7233) of your intent to excavate. This notification will give utility companies a chance to mark their underground utilities near your excavation area.
  
2.    **Excavation repairs.** The applicant is responsible for repairing all excavated surfaces to their original condition or better. These repairs shall be made according to the construction methods found in the Town of Shelburne Development Specifications manual unless amended by condition below.
  
3.    **Inspections.** Contact Paul Goodrich, Highway Superintendent at 985-5123 to:
  - a.     Discuss the method of excavation;
  - b.     Schedule a site inspection prior to excavating; and,
  - c.     Schedule a site inspection once the excavation is repaired.
  
4.    \_\_\_\_\_  
       \_\_\_\_\_

**REASON FOR DENIAL:**

\_\_\_\_\_  
\_\_\_\_\_

**FEES:**

**Road Pavement Excavation Fee**                                 \_\_\_\_\_  
**Road Right of Way Fee**     \_\_\_\_\_  
**Deposit**     \_\_\_\_\_  
   =====

**TOTAL FEES:**     \_\_\_\_\_

**Deposit Amount Returned:**     \_\_\_\_\_

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