



Town of Pittsford
HIGHWAY DEPARTMENT
Application for Highway Access (Driveway Cut)

Applicant: _____ Phone: _____

Mailing Address: _____ State: _____ Zip Code: _____

Property Owner: _____ Phone: _____
(If same as applicant, please state this)

Mailing Address: _____ State: _____ Zip Code: _____

Has the proposed access been marked out? (Yes) (No)

Project Description:

Parcel # _____ Town Highway Name: _____

Project Street Address: _____

Nearest Intersection: _____ Distance from Intersection _____

Description of the Project: Also attach drawings and location map. This is to include a scale, proposed driveway width, and diameter of any drainage lines. Any culvert that is needed will need to be a metal or plastic culvert with a minimum diameter of 15" to be installed under the driveway.

Please Note: Site must be marked out before application will be considered.

The applicant certifies they are acting on behalf of the owner (if other than the applicant) of the property described above and that the applicant will adhere to the directions, restrictions, and conditions forming part of the permit, if issued. Applicant also agrees they have read through the Highway Access Policy and agree to its terms and conditions.

Applicant/Owner's Signature

Date

Application Fee: \$25 plus recording fees of \$15 if the driveway permit is approved.



Town of Pittsford
HIGHWAY DEPARTMENT
NOTICE OF APPROVAL
Highway Access (Driveway Cut)

Approval to Proceed: Upon receipt of this Notice, the applicant shown on the face of this form is authorized to proceed with the described project in accord with the conditions, specifications, and restrictions described below and any attachments made hereto.

Approval covers only the work described in the application, unless modified by a condition, restriction, or specification as listed below, and must be performed as directed.

All work must be done in accordance with current VAOT standards. Dig Safe must be notified at least 48 hours in advance and no more than 30 days in advance of the work. Other conditions/specifications/restrictions:

NOTICE: This Notice of Approval is used pursuant to Title 19, Section 1111 of the Vermont Statutes relative to all highways within the control and jurisdiction of the Town of Pittsford. The issuance of this notice does not release the applicant from any requirements of law including applicable Town ordinances or policies. Violations are subject to the penalties set forth in Title 19 of fines not less than \$100.00 nor more than \$10,000 for each violation. Any damage to Town Highways resulting from an activity authorized by this Notice of Approval is the sole responsibility of the Applicant to repair as set forth in VSA Title 19, Section 1108. Repairs must meet minimum VAOT standards as defined by the Highway Foreman.

Approved by:

Highway Foreman

Approval Date

*This approval is valid for a period not to exceed one year from the approval date.