



Town of Lincoln

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Standard Permit Authorizing Work in the Town Highway Right-of-Way (ROW)

Applicability

Any person, corporation or entity needing to work in the Town of Lincoln Highway ROW shall:

- 1) Apply for a permit in the following form.
- 2) Submit the application to the Town Highway Supervisor not less than thirty (30) days before the planned work or in case of emergency as soon as possible preceding work required to protect public safety or health.
- 3) A permit application shall be approved or denied in writing by the Highway Supervisor and the Selectboard or its designated agent within 20 days of the application submission.
- 4) If additional decision time is required to consider engineering, environment, safety or other pertinent issues, the applicant shall be notified within 20 days of the application submission and a revised timeline for approval will be established by the Selectboard or its designated agent.
- 5) If written approval or denial is not received by the applicant within the 20-day period defined in no. 4 above, the application shall be deemed approved.

Permit Application

Application Date:

Received Date:

Applicant Name:

Business or Corporation Name:

Applicant Address:

Phone:

E-mail:

Type and location of work required/planned:

Town Highway No.

E-911 address

GPS location

- Drainage ditch improvement/relocation
- Driveway or private road culvert, installation, replacement or repair
- Water or sewer line installation, replacement or repair
- Electric power line installation, replacement or repair
- Telephone, cable TV, internet etc. line installation, replacement or repair
- Other work not listed above

Road Crossing
Road Crossing
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Road Crossing

Describe in detail why the proposed work is necessary, schedule for starting and completing the project, services that may be affected or interrupted. [Attach additional sheet(s) if necessary.]

DIG SAFE 888-344-7233 MUST be contacted by the applicant or his/her contractor and the work area must be fully marked and cleared BEFORE work can begin. Contacting DIG SAFE substantially reduces property owner or contractor liability if underground utilities are inadvertently damaged by the project.

Who Will Do the Proposed Work?

- Applicant
- Contractor

Contractor name:

Address:

Phone:

E-mail address:

✓ ALL WORK DONE IN THE TOWN ROW must comply with applicable federal, state, and local regulations - notably those from the Occupational Safety & Health Administration (OSHA) and Vermont Occupational Safety & Health Administration (VOSHA).

✓ CONTRACTORS are required to provide a current certificate of liability insurance with a minimum amount of \$1,000,000, naming the Town of Lincoln as an additional insured.

✓ All work done must comply with applicable town policies, specifications, and special conditions shown on page 3 of the issued permit.

✓ All costs for excavation, materials, safety signage, traffic control, installation, and restoration of road base, drainage ditches, or traveled surface will be borne by the applicant, unless explicitly agreed upon and shown on page 3 of the issued permit.

Application APPROVED / DENIED

Date:

Signature:

Title:

COI Rec'd:

Permit Expiration Date:

Special permit conditions:

PROJECT COST WILL BE PAID ___ % BY _____ and ___ % BY _____ _

[This permit application was last reviewed by the Town of Lincoln Selectboard on December 19, 2023.]