

## **Town of Swanton**

### **Road Takeover Policy**

**Purpose:** The purpose of this policy is to provide what is required before the Town takes over a road. It is the sole discretion of the Town as to whether or not to take over a road. The following are the minimum requirements that must be met.

**Road Construction:** The road must be constructed to the Town's adopted road standards as modified below. The subbase shall be a minimum of 18 inches of dense graded crushed stone. The base course of asphalt shall be type IIS a minimum of 2.5 inches thick. The wear course of asphalt shall be a minimum of 1.5 inches thick. It is preferred that the wear course be applied 1 year after completion of construction in the development.

**Road Condition:** The road and all drainage elements must be in good condition. The top course of asphalt must be no older than five years. The Town Road Commissioner and Road Foreman shall inspect the road and report its condition to the Selectboard.

**Right of Way:** The road must be designed with a minimum of a 50 foot right of way that can be conveyed to the Town. The developer will cover all legal costs of conveying the road to the Town to include the Town's legal fees.

**Storm Water Permits:** Any storm water permits related to the development must be current and the road portion separate from other properties connected to the road. When this condition cannot be met, the Selectboard may consider taking over the road. In that case, the following steps would need to take place:

- 1) an agreement be completed between the Town and the developer / Homeowners Association (HSA) outlining who is responsible for maintaining the conditions of the permit. The agreement would also outline who is responsible for any costs related to the permit: maintenance, fees, etc. The Town's position is all costs to include agreement preparation are the responsibility of the developer / HOA.
- 2) the Town becomes a co-permittee to the stormwater permit. As part of the application, the agreement noted above is included in the permit application.

**Snow Removal:** The road shall have a cul-de-sac large enough for the Town plows to be able to turn around at the end of the road.

**Engineer Certification:** The owner/developer shall have a licensed engineer provide a letter that states the road meets the requirements listed above before the Town agrees to take over the road.

**Developer Coordination:** The selectboard recommends that the developer of a subdivision that desires the Selectboard to take over the road coordinate with the Selectboard during the site review process with the Develop Review Board. While a sitting Selectboard cannot guarantee the actions of a future board, early review and approval by the current Selectboard is recommended.

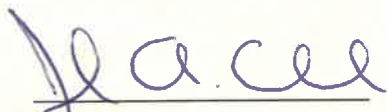
**Written Request:** The owner/developer shall provide a written request for a road takeover. As a minimum, the request shall address all items noted above. This request **MUST** be received a minimum

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of THIRTY (30) days prior to the Selectboard meeting that will consider the request. Part of the written request shall include an Irrevocable Offer of Dedication with an unsigned warranty deed as an exhibit.


**Effective Date:** This policy shall be effective upon passage and supersedes the previous policy dated July 16, 2024 and shall remain in effect until such time as amended, replaced or repealed by the action of the Selectboard of the Town of Swanton.

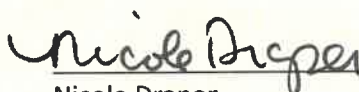
Signed this 15<sup>th</sup> day of July, 2025.

  
Joel A. Clark

  
Earl Fournier

  
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