

1                   **TOWN ROAD, BRIDGE & CULVERT ORDINANCE**

2                   **TOWN OF ISLE LA MOTTE VERMONT**

3                   *(Replaces Isle La Motte Town Policy- Transportation, Construction and*  
4 *Improvements)*

5  
6                   **Section 1. Purpose**

7                   The Town of Isle La Motte hereby adopts the following Town Road, Bridge and Culvert  
8                   Ordinance which shall apply to the construction, repair, and maintenance of all town roads  
9                   and bridges.

10                  **Section 2. Definitions**

11                  For the purposes of this Ordinance

12                  **Standard:** The commonly accepted point of reference or reference established by legal  
13                  authority.

14                  **Culvert:** A structure that channels water past an obstacle or to a subterranean waterway.  
15                  Typically embedded to be surrounded by soil.

16                  **Fore slope:** An embankment slope or the portion of a cut section sloping down and away  
17                  from the roadway toward the ditch bottom.

18                  **Section 3.**

19                  The standards outlined herein represent the minimum requirements applicable to  
20                  construction projects, as well as repair and maintenance activities. These standards  
21                  encompass management practices aimed at:

- 22                  • Ensuring the safety of the traveling public.
- 23                  • Minimizing damage to road infrastructure during flood events.
- 24                  • Enhancing water quality protections by reducing sediment delivery to surface  
25                  waters and wetlands.

26                  The select board retains the authority to modify these standards for specific projects or  
27                  repair and maintenance activities when unique physical circumstances or conditions  
28                  preclude strict adherence to these provisions. Any modifications must align with the  
29                  fundamental objectives of the management practices, which include public safety, flood  
30                  hazard mitigation, and water quality protection. Fiscal considerations shall not serve as a  
31                  justification for deviations from the established standards. Inquiries regarding potential

32 modifications should be directed to the Isle La Motte Selectboard and the Isle La Motte  
33 Road Commissioner.  
34 Municipalities are required to adhere to all relevant state and federal approvals, permits,  
35 and established standards when executing road and bridge activities and projects.  
36 Contractor's warranty responsibility will be specifically outlined in the contract.  
37 Any new road that is regulated by or intended to be conveyed to the municipality must have  
38 a plan with a map including underground utilities approved by the Selectboard on the  
39 recommendations of the Road Commissioner or their designee and constructed in  
40 accordance with the minimum standards outlined herein. In instances where federal or  
41 state funding is involved, the VTrans district office must be notified prior to any field  
42 changes that may alter the original scope of work.

#### 43 **Roadways**

- 44 • All new or substantially reconstructed gravel roads must feature a processed gravel  
45 sub base with a minimum thickness of 12 inches, topped with an additional  
46 minimum of 3 inches of crushed gravel.
- 47 • All new or substantially reconstructed paved roads must have a processed gravel  
48 sub base with a minimum thickness of 15 inches.
- 49 • Roadways must be graded to ensure that water does not accumulate on the  
50 surface. For non-super-elevated roadways, this typically requires a crown of 2-4% (4  
51 inches to 2 inches per foot) for gravel roads and 1-2% (1 inch to 4 inches per foot) for  
52 paved roads to facilitate proper water drainage.
- 53 • Appropriate grading techniques must be employed for gravel roadways to prevent  
54 the formation of a ridge or berm between the crown and the ditch.
- 55 • Any berm along the roadway shoulder that obstructs proper water drainage must be  
56 removed.

#### 57 **Ditches and Slopes**

58 Soil that is exposed during the construction, repair, or maintenance of ditches and slopes  
59 must be promptly addressed following these activities. Temporary erosion prevention and  
60 sediment control measures should be implemented and maintained throughout the  
61 duration of construction and until the ditch or slope achieves permanent stabilization.  
62 The following outlines the minimum erosion control measures required. Special attention  
63 must be directed towards areas that are particularly susceptible to erosion, especially

64 those located immediately adjacent to or discharging into surface waters and roadway  
65 drainage facilities:

- 66 • Seed and mulch all ditches with grades less than 5% when undertaking projects or  
67 repairs or maintenance activities that result in exposed soil. Vegetation must be  
68 established and monitored. If vegetation is not established within 10 days of  
69 placement, install biodegradable non-welded matting with seed.
- 70 • Stone line all new or reconstructed ditches or whenever soils are disturbed by  
71 • maintenance activities with grades equal to and greater than 5%; alternatively,  
72 install stone check dams. The check dams must meet criteria outlined in the  
73 "Standards and Specifications for Check Dams," from the Vermont Standards and  
74 Specifications for Erosion Prevention and Sediment Control. Specifically, dams  
75 must be placed so that the crest of the downstream check dam is at the same  
76 elevation as the base of the upstream dam.
- 77 • Create parabolic (wide "U" shaped) ditches when constructing new or substantially  
78 • reconstructing ditches, rather than narrow "V" shaped ditches wherever lateral  
79 space allows. Ditches with gradual side slopes (maximum of 1:2, vertical to  
80 horizontal ratio) and a wide bottom (at least 2 feet) are preferred. Use  
81 biodegradable, non-welded matting to stabilize side-slopes where slopes are  
82 greater than 1:2 and less than 1:1 apply seed and mulch to any raw or exposed side-  
83 slope if slopes are less than 1:2.
- 84 • All ditches must be turned out to avoid direct outlet into surface waters. There must  
85 be adequate outlet protection at the end of the turnout, either a structural (rock) or  
86 vegetative filtering area.
- 87 • If in the best professional engineering judgment of the VTrans Operations Division,  
88 there is a cost effective ditch treatment that will meet the intent of the management  
89 practices described above, but represents a departure from these standards, the  
90 municipality may implement the more cost effective ditch treatment alternative with  
91 the professional recommendation submitted in written form by VTrans prior to the  
92 municipality executing the work.
- 93 • When constructing new or substantially reconstructing side slopes, use  
94 appropriately sized stone armament on slopes that are 1:1 or greater. If perennial

95 streams are affected by the toe of slope the project must conform to the statewide  
96 Stream Alteration standards.

97 **Culverts and Bridges**

- 98 • Replacement of existing culverts and any new culvert must have a minimum culvert
- 99 • diameter of 18 inches.
- 100 • Replacement of existing bridges and culverts and any new bridges and culverts
- 101 must be designed in accordance with the VTrans Hydraulics Manual, and, in the
- 102 case of perennial streams, conform to the statewide Stream Alteration standards.
- 103 • All new driveway culverts must have a minimum diameter of 15 inches. The Isle La
- 104 Motte Selectboard on the recommendations of the Road Commissioner or their
- 105 designee retains the discretion to modify this specification on a case-by-case basis
- 106 if there are concerns about flooding and the watershed affecting Lake Champlain.
- 107 When installing or replacing culverts, use appropriate techniques such as
- 108 headwalls and wingwalls, where there is erosion or undermining or where it is
- 109 expected to occur.
- 110 • Install a splash pad or plunge pool at the outlet of new or repaired drainage culverts
- 111 where there is erosion or where erosion may occur. Splash pads and plunge pools
- 112 are not appropriate for use in streams supporting aquatic life.

113 **Guardrails**

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

119 **Access Management**

120 The town has a process in place to review all new drive accesses and development roads  
121 via the Road Commissioner, Selectboard, or their designee, where they intersect Town  
122 roads, as Development Roads and B-71 Standards for Residential and Commercial Drives;  
123 and the VTrans Access Management Program Guidelines for other design standards and  
124 specifications.

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127 **Section 4. Enforcement and Penalties**

- 128 • The Town Selectboard or their designee shall have the authority to enforce the  
129 provisions of this ordinance.
- 130 • Any person found to have violated this ordinance shall be subject to a fine not  
131 exceeding \$500.00 per violation.
- 132 • Each day a violation continues shall constitute a separate offense.

133 **Section 6. Severability**

134 If any provision of this ordinance is held invalid by a court of competent jurisdiction, such  
135 invalidity shall not affect the remaining provisions which shall continue in full force and  
136 This ordinance shall take effect immediately upon passage and publication as required by  
137 law.

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139 **Adopted by the Town of Isle La Motte Selectboard on 4 June 2026.**

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141 Cary Sandvig - Chair 

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143 Peter Brzozowy – Vice-Chair 

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145 Joe Deller 

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147 MaryCatherine Graziano 

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149 Meredith Vincent 

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152 Adoption History

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- 154 1. Agenda item at regular Selectboard meeting held on 4 June 2026.
- 155 2. Read and approved at regular Selectboard meeting on 4 June 2026 and entered into  
156 the minutes of that meeting which were approved on 17 June 2026.
- 157 3. Posted in five (5) public places on 8 June 2026.
- 158 4. Notice of adoption published in the Islander newspaper on 11 June 2026 with a  
159 notice of the right to petition.
- 160 5. Other actions {petitions, etc.}