

**STATE OF VERMONT  
AGENCY OF TRANSPORTATION**

***ENVIRONMENTAL CLEANUP INFORMATION***

**NOTE: It is highly encouraged that all potential Environmental Cleanup Permit applicants review and understand this and the “General Highway Application Information” prior to submission to the Vermont Agency of Transportation (VTrans).**

A. **GENERAL.** Occasionally it becomes necessary to enter the State of Vermont’s right-of-way for purposes of soils analysis to determine the extent of environmental contamination that may have flowed onto the State highway right-of-way from adjacent property or to correct environmental contamination. The highway right-of-way can be a dangerous place to work due to rapidly approaching vehicles. It is VTrans desire that any necessary environmental investigations and remediation is done in a safe manner, in accordance with our guidelines and standards and in accordance with appropriate state and federal regulations. It is VTrans’ intent to cooperate, as much as possible, with parties desiring to come into the State’s right-of-way to conduct these types of operations. We prefer early involvement to the maximum extent possible. We require a permit application request and full investigation of the purpose of any such requests to ensure that parties are permitted entry into our highway right-of-way safely and in accordance with rules and regulations.

B. **APPLICATION PROCESS.** The permitting process for environmental cleanup or access into the State’s highway right-of-way is as follows:

- *A State Highway Access and Work Permit* must be completed and sent to the Permitting Services Section via e-mail, mail or hand-delivered to the following location:

Agency of Transportation  
Development Review and Permitting Services Section  
One National Life Drive  
Montpelier, Vermont 05633-5001  
(802) 828-2653

- Submission of an *Environmental Site Plan* showing the location of all proposed bore holes, test pits, monitoring wells, piezometers, and all other testing locations and or facilities. The plan must be site-specific and show relation to the centerline, pavement, right-of-way limits and other appropriate features within the vicinity of work. NOTE: Borings, monitoring wells, trenches, etc., which otherwise

impact the highway infrastructure are not typically allowed with the paved travel lanes or shoulders along State highways.

- Submission of a *Work Plan*. The Work Plan must include a statement of the work objective, statement of who the work is for, identification of the design engineer (and work contractor(s) if known), identification of the specific person at the Sites Management Section of the Vermont Department of Environmental Conservation directing the oversight for the investigation, necessary design details, etc.

C. **TIME FRAME.** Following this process works effectively for the Agency and provides for timely entry into the State's highway right-of-way. However, this process needs to be properly reviewed and given adequate time to mesh with other Agency responsibilities and pending permits. Therefore, we ask that all requests be initiated a minimum of forty-five (45) days in advance of the desired entry date. **Working within the right-of-way is not typically granted between December 1 and April 15.**

D. **QUESTIONS.** Please contact:

Craig S. Keller, P.E., Chief of Permitting Services  
(802) 279-1152 or  
<mailto:craig.keller@vermont.gov>