



TOWN OF WILTON

22 TRAVER ROAD
WILTON, NY 12831-9127

(518) 587-1939

FAX (518) 587-2837

Website: www.townofwilton.com

Ryan K. Riper, P.E.
Director of Planning &
Engineering

Road Acceptance Criteria Checklist

The following is designed to provide the developer with a clear and concise checklist to assist in the completion of the requirements for road acceptance pursuant to Wilton Town Code §109-35. Please note: no certificate of occupancy will be issued until road is accepted by the Town.

- Set up Site Walk-Thru with the Town Engineer and the Highway Superintendent during road construction process.
Ryan Riper, P.E. 587-1939 ext. 215 or by email to: rriper@townofwilton.com
Kirklín Woodcock, Highway Superintendent. 378-2875 or call Lori Olson at 584-4588.
- Obtain Water & Sewer Facilities Acceptance by Wilton Water and Sewer Authority if services provided;
Contact Mike Mooney at 581-8626 or nwhinnery@townofwilton.com
- Obtain a Two-Year Letter of Credit. See Wilton Town Code §109-35D (6) and contact the Town Engineer to calculate amounts. The Letter of Credit shall state "...for roadway work including storm drainage system, subbase and pavement." Also include the following on the Letter of Credit:
 - Project Name
 - Road Name(s)
 - Road Stationing
- Please submit copies of:
 - Title Insurance
 - Tax Search
 - Deed
- Please submit all documents to both:

Sue Baldwin, Wilton Town Clerk
22 Traver Road
Gansevoort, NY 12831

Mark Schachner, Wilton Town Attorney
451 Glen Street, P. O. Box 765
Glens Falls, NY 12801

Submit no later than the 15th day of the month prior to the next Town Board Meeting. (The Town Board meets the first Thursday of every month at 7 PM.)

- Prepare and submit As-Built Drawings on Mylar, if necessary due to field changes in the road and/or drainage system.