

APPLICATION FOR "DITCH CLEANING PERMIT" TRAILL COUNTY

Name of Applicant: _____ Date: _____

Land Owner: _____ Renter: _____ Other: _____ Phone# _____

Permit expires on December 31 of the calendar year it was issued

LOCATION OF PROPOSED WORK (to be completed by the applicant)

A: County Road: _____ Ditch: (check all that apply) _____ North _____ South _____ East _____ West _____

Section: _____ Township: _____ Range: _____

B: Township Road: _____ Ditch: (check all that apply) _____ North _____ South _____ East _____ West _____

Section: _____ Township: _____ Range: _____

DESCRIPTION OF WORK (to be completed by the applicant)

To perform ditch maintenance, and to remove any blow dirt or sediments from the ditch.

The applicant hereby agrees to clean the ditch only to the original ground level and also agrees not to infringe upon the established inslopes and backslopes of the road ditch. Any work that changes original ditch profile, drainage or culverts must be approved by the proper agencies and proper permits applied and attached to this permit. All materials removed from the ditch will be wasted on the property outside the road right of way unless other arrangements have been made with Road Authority. The applicant hereby agrees to cause this work to be done at "no cost" to the Road Authority, unless otherwise provided.

By entering upon the highway right of way to perform the work authorized by this permit, the Applicant agrees to indemnify and hold harmless the Road Authority, its officers, agents and employees from any and all claims or causes of action for compensation for any losses arising out of the performance of the work authorized by this permit. The indemnification shall include all costs and expenses incurred by the Road Authority. The Road Authority herein referred to shall be interpreted to mean the County or Township under whose jurisdiction the segment of the highway referred to under paragraphs (a) or (b) of this application lies.

The applicant by signing this application agrees and understands that should the work exceed the limits herein allowed, the permit shall become null and void and the applicant shall immediately be in violation of any laws, ordinances, etc., as pertains to working without a drainage permit.

THIS APPLICATION WHEN SIGNED AND DATED BY THE APPLICANT AND ALL PARTIES SHALL BECOME THE PERMIT TO DO WORK DESCRIBED HEREIN.

Signature of Applicant: _____ Date: _____

Request for lowering ditch grades or culverts, adding culverts or increasing culvert sizes, installing berms or ditch blocks or changes in the size of the drainage area, that incorporates this ditch cleaning project, must attach an approved Water Board permit to this application.

WATER RESOURCE BOARD REVIEW (to be completed by the applicant if applicable)

COMMENTS OF THE WATER BOARD: _____ Attached Supplement applies to this project.

Approved by Water Board: Name: _____ Signature: _____ Date: _____

HIGHWAY DEPARTMENT REVIEW

COMMENTS OF THE ROAD AUTHORITY: _____ Attached Supplement applies to this project.

Approved by County Commission:

Name: (print) _____ Signature: _____ Date: _____

Inspected by Road Superintendent:

Name: (print) _____ Signature: _____ Date: _____

Copy Distribution:

Original: Road Authority

Copy: Applicant

Copy: Water Resource Board

Revised 2010

SEE SPECIFICATIONS ON BACK

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Ditch Maintenance/Cleaning Specifications

Requirements for Projects involving Ditch Maintenance/Cleaning:

1. When the drainage work involves ditch cleaning; ditch elevations should be re-established to the original grade line to match the existing invert culvert elevations.
2. Disturbed areas shall be left in a neat appearing condition. The existing in slope and back slopes shall be maintained.
3. All disturbed areas shall be re-seeded. Measures shall be taken to prevent erosion from occurring.
4. All work and associated costs are the responsibility of the applicant.
5. The applicant is responsible for obtaining all utility locates prior to beginning any work within the highway right of way.
6. Drainage work shall be conducted so as to ensure the safety of the public as well as the people who are working at the site.
7. Any work requiring traffic control or signing shall be at the applicant's expense from a contractor trained in traffic control, Traill County will not provide traffic control or signing.

Requirements for Projects other than Ditch Maintenance/Cleaning:

Requests for lowering ditch grades or culverts, adding, removing, relocating or increasing culvert size, installing berms or ditch blocks or changes in the size of the drainage area, the following information will be required:

1. A hydraulic analysis shall be performed and approved by a Registered Engineer in the State of North Dakota. The hydraulic analysis shall show size of drainage area, discharges for 10, 25, 50 and 100 year peak flows, depths of flow for peak flows and headwater elevations for peak flows. All peak flows shall be calculated using the USGS Method (Techniques for Estimating Peak-Flow Frequency Relations for North Dakota Streams) for rural areas of Rational Method for urban areas for existing and proposed conditions. Upstream and downstream impacts need to be identified.
2. A Set of Construction drawings approved by a Registered Engineer in the state of North Dakota shall be submitted showing existing and proposed ditch and culvert elevations. Cross section drawings will be required for ditches, approaches, berms and ditch blocks.
3. Written Confirmation from the Natural Resource Conservation Service and, if necessary, the Corps of Engineers, US Fish and Wildlife and North Dakota Game and Fish, is required to verify there are not wet land impacts. Please attach any permits or statements from agencies that no wetlands will be impacted by these changes.
4. Additional permits will be required if work requires installation of new driveways or right of way encroachment.
5. Water Resource board must be notified and approve any drainage projects other than normal ditch maintenance or cleaning.
6. Traill County Board of Commissioners must be notified and approve any drainage projects other than normal ditch maintenance or cleaning with prior Water Resource Board approval of the project.

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