

**APPLICATION AND PERMIT FOR
ROADSIDE DITCH ENCLOSURE BY CONTRACTOR**

HURON COUNTY ENGINEER'S OFFICE
150 Jefferson St., Norwalk, Ohio 44857 (419)668-1997

Applicant: _____

Name

Address

City, State, Zip

Phone

Contractor: _____

Name

Address

City, State, Zip

Phone

Location: Township _____

Road Name _____

House No. _____

Lot No. _____

Ditch located on north, south, east, west side of the road.

Ditch located approximately _____ miles north, south, east, west
of _____ road.

Proposed installation has: no roadside ditch, a roadside ditch, a deep roadside ditch,
 a roadside tile, a catch basin, an existing drive.

Type of Installation: (check one)

Residential

Commercial/Industrial

Public Institution

Other (describe) _____

Proposed Ditch Enclosure Length: _____

Installation Procedure:

1. Owner or Contractor makes an application for a roadside ditch enclosure.
2. Field inspection, design, and recommendations are made by the County Engineer's Office.
3. Permission is formally granted to install pipe.
4. Owner purchases required materials and completes all work necessary to install pipe as outlined on permit.
5. Owner notifies County Engineer's Office that pipe installation is completed and ready for final inspection by returning a copy of the application form.

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Installation Regulations:

1. Owner or Contractor agrees to mark the location of the proposed pipe using orange stakes supplied by Huron County.
2. The diameter of pipe and type of pipe which must be used and the grade and direction of flow for the installation will be determined by the Inspector/Highway Superintendent of the County Engineer's Office.
3. Applicant will be responsible for the purchase and payment of the appropriate pipe as required by the County Engineer's Office unless other arrangements are made with the Inspector/Highway Superintendent.
4. Contractor agrees to maintain lights, barricades, flag persons and watchmen for the protection of traffic at all times, and in addition, to comply with such rules for maintaining traffic as the County Engineer may require. The Contractor also agrees to restore the entire work area to its original condition, including grading and seeding within the right of way.
5. Contractor will assume full responsibility for any or all damages to public or private property or personal injury resulting from or attributable to this construction, and hold and save the County harmless for all repairs resulting from damage to County property, including existing drainage tile and/or drainage structures.
6. Contractor must notify Ohio Utilities Protection Services (1-800-362-2764) or the appropriate utility company prior to excavation.
7. Applicant acknowledges that the approval of this application grants them no future right to perform any construction within the right of way.
8. Applicant acknowledges that if the permitted construction is not approved by the County, then the County will not maintain the improvement allowed by this permit.
9. Applicant acknowledges that the payment of fee covers cost of site inspection and does not guarantee installation, right of installation or other rights not expressly presented herein.

Installation Date: _____

Completion Date: _____

Note: It is the responsibility of the applicant to notify this office of any changes in the starting and/or completion date of this permit.

Applicant's Agreement:

The applicant agrees to install or have installed a roadside ditch enclosure pipe of the type and size as determined by the Inspector/Highway Superintendent of the County Engineer's Office.

Signed: _____ Owner/Applicant

Date: _____ **VOID AFTER 90 DAYS**

Application Fee: \$150.00

CASH, CHECK (make checks payable to HURON COUNTY ENGINEER)

Receipt No. _____ By _____

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Field Inspection: (to be completed by County)

Name of Inspector _____

Service Call No. _____

Inspection Date _____

Diameter of Pipe _____

(The minimum diameter of pipe shall be twelve (12) inches).

Type of Pipe

Corrugated polyethylene smooth lined pipe

Reinforced concrete pipe

Other (describe) _____

Number of Catch Basins Required _____

(The maximum length of pipe between catch basins is three hundred (300) feet. A catch basin or yard drain is required at the upstream side of all driveways)

Type of Catch Basin or Yard Drain _____

Other Comments _____

Final Inspection: (to be completed by County)

The roadside ditch enclosure pipe installation has been inspected and found to be:

Satisfactory

Unsatisfactory

Remarks: _____

Signed: _____

Title: _____

Date: _____

HURON COUNTY ENGINEER ROADSIDE DITCH POLICY

The Huron County Engineer's office prefers open channels such as swales or ditches along roads because of better drainage capacity, slower flow velocity, water quality benefits, and economy - in comparison to pipes or tiles.

Our investigations indicate that some drainage problems are caused by ditch enclosures; and that the best solution is often to restore the original open ditch.

Any ditch enclosure with a tile or pipe should be constructed and installed in accordance with good construction practices, as shown on our attached detail for County roads (see diagram below). Note that the detail requires a minimum 12" drop-off from the edge of the road for proper drainage, which can only be accomplished with a sufficiently deep pipe. Many roadside ditches are not sufficiently deep to be properly enclosed.

Permits are required for driveway pipes and ditch enclosures on County roads; Check with your local Township officials whether a local permit is required.

1. Curtain drains, tiles from low areas, foundation drains, downspouts, etc. are permitted to discharge into the county maintained roadside ditch provided that they are part of the watershed currently being conveyed.
2. Roadside ditch cleaning will be done only to benefit the road and roadway drainage. Requests for cleaning by the property owners will be entertained only if the work will result in a benefit to the roadside drainage.
3. Ditch enclosures will be permitted only if adequate roadside drainage is maintained after the improvement is constructed. In general, existing roadside ditches must be a minimum of 36" below the edge of the pavement or 36" below backside of ditch, whichever side is at a lower elevation, to qualify for a ditch enclosure.

