

# DITCH CLEANING APPLICATION/PERMIT

APPLICANT:

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_

LANDOWNER: ( ) CHECK IF SAME AS ABOVE

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_

LOCATION OF DITCH:

TOWNSHIP: \_\_\_\_\_

SECTION: \_\_\_\_\_

911 ADDRESS: \_\_\_\_\_

DETAILED LOCATION:

REQUESTED EXCAVATION BY \_\_\_\_\_ COUNTY \_\_\_\_\_ CONTRACTOR

\_\_\_\_\_ CERTIFICATE OF INSURANCE ON FILE

**APPLICANT  
SIGNATURE:** \_\_\_\_\_

\*\*\*\*\*

SITE INSPECTION BY: \_\_\_\_\_ DATE: \_\_\_\_\_

\_\_\_\_\_ DITCH CLEANING NOT RECOMMENDED AT THIS TIME.

\_\_\_\_\_ DITCH CLEANING RECOMMENDED:

\_\_\_\_\_ BY COUNTY FORCES, NO COST TO APPLICANT

\_\_\_\_\_ BY COUNTY FORCES, COST SHARE WITH APPLICANT  
\_\_\_\_\_ % TO BE PAID BY APPLICANT

\_\_\_\_\_ BY OTHERS, COST SHARE WITH APPLICANT  
\_\_\_\_\_ % TO BE PAID BY APPLICANT

\_\_\_\_\_ BY OTHERS, TOTAL COST BY APPLICANT

FINAL INSPECTION BY: \_\_\_\_\_ DATE: \_\_\_\_\_

RECOMMENDED APPROVAL \_\_\_\_\_ YES \_\_\_\_\_ NO (SEE REMARKS ON BACK)

## **POLICY RELATING TO DITCH CLEANING ON SECONDARY ROADS IN SHELBY COUNTY**

### **BACKGROUND:**

Road ditches exist, and are used for many reasons. Road use benefits include supplying a source of soil to build the road, supply a ponding area to allow for rapid removal of water from the driving surface, supplying a flowpath for removal of road surface water to natural water courses, or providing an area for snow storage. To achieve these purposes, taxes are levied, collected, and spent by the Secondary Road Department.

Road ditches are also used for other purposes, not relating primarily to road uses. Among these are wildlife cover and field drainage.

Many road ditches, although adequate for road purposes, are requested to be cleaned out or deepened for field drainage, or other reasons. It is recognized that the cost of this work exceeds the benefit to the road. Also, the Code of Iowa requires that Secondary Road funds be spent for road uses and benefits.

It is also recognized that ditch cleaning costs vary from location to location. Where soil must be hauled away in trucks, the costs are much greater than if the soil can be wasted in a nearby field or on the inslope.

### **POLICY:**

Realizing the above conditions and circumstances, and wanting to be as efficient in the use of road funds as possible, the Board of Supervisors has adopted the following policy.

1. The first priority for the equipment used in ditch cleaning operations is cleaning out the ends of drainage structures, replacing damaged or separated culverts, washouts, and bridges. This type of work and ditch cleaning for areas where is for primarily road use benefits will be scheduled by the road foremen. This work will be paid entirely by the Road Department.

2. Secondary priority for cleaning road ditches by the Road Department will be those areas where cleaning is primarily for field drainage, or other non- road benefiting purpose.

3. Ditch cleaning work done primarily for field drainage or other reasons, will be paid for by the persons(s) requesting the work, and the Secondary Road Fund, on a percentage cost share basis. The Road Department will perform the work if scheduling permits, or the requesting person's may apply for a permit and hire/perform the work themselves. All work by others will be overseen by road foremen.

The cost share percentages shall be established by the Board of Supervisors, based on the recommendation of the Engineer, and shall be determined prior to the start of work. If the share determined by the Board to accrue to the Road Department exceeds 50%, the work will be paid for entirely by the Road Department. (see item 1.)

4. No ditch cleaning operations will commence for the sole purpose of obtaining fill material for other purposes.

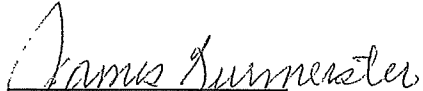
5. Excavated spoil material will be placed on adjacent property owner's land unless it is needed for other purposes by the department. Others requesting material may come to the working site to haul own if they wish to do so.

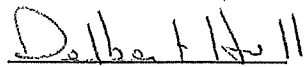
6. In accordance with Iowa Code, no ditch cleaning will be done that changes the natural flow of the surface water, or attempts to create drainage where it has not existed before.

7. All necessary and proper barricades, flares, etc., as per the Manual on Uniform Traffic Control Devices, shall be furnished by and maintained by the applicant. Maximum safety precautions shall be maintained at all times to protect workers, property owners and the traveling public from accidents due to the operations of the applicant.

8. Shelby County shall be indemnified and saved harmless of any damages resulting from the applicant's/contractor's operation.

Adopted this 3 day of Jan., 2011 by the Shelby County Board of Supervisors.

  
James Burmeister, Chairman

  
Delbert Hull, Member

  
Roger Schmitz, Member