

Ditch Closure Policy

O.R.C. Section 5589.06: No person shall wrongfully obstruct any ditch, drain, or water course along, upon, or across a public highway, or direct any water from adjacent lands to or upon a public highway.

O.R.C. Section 5547.04: Requires property owners to receive approval prior to placing an obstruction within the bounds of a township road. This section of the revised code also requires these property owners to remove any obstruction erected without permission.

Muskingum Township use roadside ditching and culverts as a way to maintain the surfaces of their streets and roads. By providing ways for water to runoff from the streets and roads it will help for safer driving conditions and less damage to the road infrastructure. Muskingum Township will allow for closure of a ditch either by culvert or earth fill, if certain conditions are met as per the permit process.

1. The property owner must file the ditch closure permit form and contact the township for written approval.
2. Upon receiving the request, the township will do an official site visit with the property owner and contractor to evaluate the design and measure topography.
3. If conditions exist that closing the ditch does not meet the standards or specifications as outlined, or would impede drainage from the street, road or adjacent drainage ditches the permit will be denied.
4. If conditions exist that closing the ditch will not impede drainage from the street, road or adjacent drainage ditches the permit will be approved.
5. The township will do a site visit after installation to confirm that construction had been done according to the specifications on the permit. Muskingum Township reserves the right to have the property owner remove the culvert or earth fill, if it has not been done as per the permit design. The cost for doing this will be bore by the property owner.
6. The property owner understands that should a drainage problem arise from the placement of a culvert or earth filling in of the ditch, the township may require the property owner to remove such obstructions at their expense.
7. If a property owner fails to comply with the request from the township to remove such obstruction the township will remove the obstruction and the cost will be billed directly to the property owner

Request to close ditch in Township right of way

I request permission from the Muskingum Township Trustees to close the ditch in township right of way:

On township road: _____ or street address: _____

Procedure for requesting permission:

1. The request must be filed and approved by the Board of Trustees before any construction can begin.
2. The permit request must be filed with the proper paperwork showing the area top view, showing property boundaries, location where the proposed closure is to be, elevation markings, and location of catch basins if needed.
3. A site visit will then be scheduled with one or more of the township trustees and the road maintenance crew to confirm the depth of the ditch and review plans for the ditch closure.
4. The township trustees will determine the diameter size of the culvert if needed, in all cases the culvert will be of double wall smooth lined polyethylene plastic pipe.
5. All culverts shall have a minimum of 6" cover and minimum of 4" slope from the edge of road or street to the center of the ditch line.
6. Pipe culverts are to have a catch basin or cleanout at the existing driveway pipe inlet and outlet.
7. Additional catch basins may be required at other locations which will be determined by the township trustees. Maximum spacing between catch basins shall not be greater than 100 feet.
8. Existing drains (i.e. French drains, eavespout drains, etc) shall tie into the proposed catch basin.
9. Catch basins are to have approved grate on the top of ground level to accept surface water.
10. The ditch is to have a swale over the top of the pipe to drain surface water from the yard and away from the road and into the catch basins.

I understand that the closing of a township ditch either by installation of a pipe culvert or earth fill will be at the property owner's expense, and the installation can be done by the landowner or contractor.

I understand that it is my responsibility to maintain culverts and catch basins so water does not stand on the Township Street or road and cause a safety hazard.

I understand that if I do not maintain water flow, Muskingum Township has the right to remove all pipe, catch basins, earth fill, and convert back to an open style of ditch.

I understand that Muskingum Township will not be responsible for reimbursement of pipe, catch basin, earth fill, labor, etc. if removal is deemed necessary.

Property Owner: _____

Address: _____

Phone: _____ Date Requested: _____

Contractor: _____

Approved by Muskingum Township Trustees

Date: _____