

# Traverse County Highway Department

708 3<sup>rd</sup> Ave N  
PO Box 485  
Wheaton, MN 56296  
Phone 320.563.4848  
Fax 320.563.8734

For Office Use Only:	Year _____
Ditch Cleaning Permit # _____	
Date Approved: _____	
Final Inspection Date: _____	

## Ditch Cleaning Permit Application

Date: \_\_\_\_\_

Land Owner Name: \_\_\_\_\_

Land Operator Name: \_\_\_\_\_

Land Owner Address: \_\_\_\_\_

Land Operator Address: \_\_\_\_\_

Land Owner Phone Number: \_\_\_\_\_

Land Operator Phone Number: \_\_\_\_\_

1. Once signed by the Traverse County Engineer, permission is hereby granted to clean ditch within the Right of Way along the  North  South  East  West side of County Road No. \_\_\_\_\_

said drainage located in \_\_\_\_\_ Township, Township # \_\_\_\_\_ Range # \_\_\_\_\_

Section # \_\_\_\_\_

<input type="checkbox"/> Northwest Quarter	<input type="checkbox"/> North Half
<input type="checkbox"/> Northeast Quarter	<input type="checkbox"/> South Half
<input type="checkbox"/> Southwest Quarter	<input type="checkbox"/> East Half
<input type="checkbox"/> Southeast Quarter	<input type="checkbox"/> West Half

Section # \_\_\_\_\_

<input type="checkbox"/> Northwest Quarter	<input type="checkbox"/> North Half
<input type="checkbox"/> Northeast Quarter	<input type="checkbox"/> South Half
<input type="checkbox"/> Southwest Quarter	<input type="checkbox"/> East Half
<input type="checkbox"/> Southeast Quarter	<input type="checkbox"/> West Half

2. This is **NOT** an all-inclusive permit for ditch cleaning. There are other regulatory agencies, listed below, that may need to be contacted by the applicant. It is the applicant's responsibility to get all the approvals necessary.

- Department of Natural Resources (DNR)
- The Natural Resource Conservation Service (N.C.R.S.)
- The Farm Service Agency (F.S.A.)
- The Watershed District in their area (BdSWD, UMRWD)

3. Describe type of work proposed: **Example 1: Clean ditch to remove sediment with excavator. Example 2: Clean ditch to remove sediment with scraper.**

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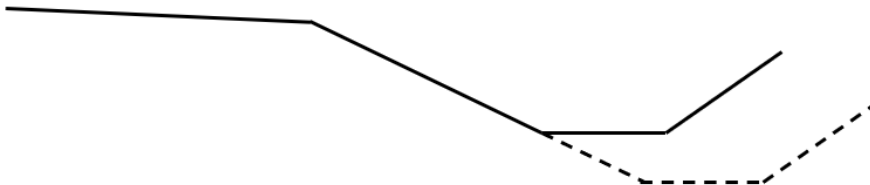


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**Note:** Attach any necessary maps, drawings, etc. to support proposed clean out.

4. If any damage is done to culverts while cleaning said road ditch the applicant is responsible for costs to repair or replace damaged culvert. Applicant is also responsible for any other damage done during proposed work.

5. No equipment (Excavator) is allowed on the road to do the cleaning.
6. Work to be completed in the year 20\_\_\_\_\_.
7. Notify County Engineer when work is completed at phone (320) 563-4848 or at 708 3rd Ave N, Wheaton, MN so final inspection of project can be completed.
8. The Land Owner/Applicant agrees to restore the ditch to its original constructed condition. This includes rounding the ditch bottoms and seeding the ditch bottoms with alfalfa and brome grass seed mix.
9. Permission is granted with the specific understanding that Traverse County will not be held liable for damage to the tile or ditch because of any future maintenance or construction operations which may be performed by Traverse County.
10. **Land Owner, Applicant, and/or Watershed District** agrees for himself, his heirs, executors, and assigns to hold Traverse County harmless from all claims, causes of action, and damages to anyone arising out of the proposed ditch cleaning within the road right of way. The **Land Owner, Applicant, and/or Watershed District** further agrees for himself, his heirs, executors, and assigns that if suit is brought against Traverse County arising from the act of the proposed drainage within the road right of way, the Land Owner, Applicant, and/or Watershed District will defend such action and pay all damages which may be legally assessed against Traverse County arising out of said action in Traverse County.
11. Traverse County assumes no responsibility for the proposed ditch cleaning within the road right of way and assumes no responsibility to pay any of the expense of the proposed ditch cleaning or to maintain the same in the future.
12. This agreement is to run with the land and bind the heirs, executor, administrators, and assigns of the parties hereto.
13. If the culverts within said road Right-of-Way are insufficient to carry the increased water caused by the ditch cleaning along said road under normal high water conditions, then the Land Owner, Applicant, and/or Watershed District agrees to pay for all costs for providing additional culverts sizes to carry this additional water.
14. If the County Highway Department needs to spend excessive time researching or surveying Right-of-Way because of requests from applicant, the applicant is responsible for these fees.
15. Has the adjacent landowner been notified of the proposed work?  Yes  No
16. It is the applicant's responsibility to get the application in to the County well in advance of the proposed work. No guarantee on timeline for approval/declined permit is given.
17. The applicant hereby indemnifies and holds harmless Traverse County and it's agents and employees against all loss, damage, and expense which they may sustain or become liable for on account of injury to or death of person's, or on account of damage to or destruction of property resulting from performance of this work. i.e.: Trespassing and damaging property because applicant did not perform a legal survey with a licensed land surveyor of the Right-of-Way.
18. If lowering ditch because of sediment, you must follow current inslope.



**\*\*REMEMBER TO CALL IN UTILITY LOCATE - GOPHER STATE ONE CALL BEFORE YOU DIG!!\*\***

**Required Signatures**

Signature \_\_\_\_\_ Date \_\_\_\_\_  
Applicant

Signature \_\_\_\_\_ Date \_\_\_\_\_  
County Engineer

Applicant acknowledges receipt of permit requirements

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**Preferred Signature** (If different than applicant. **Required** if proposed work includes doing work on their property)

Signature \_\_\_\_\_ Date \_\_\_\_\_  
Adjacent Landowner

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If all proposed work will be conducted in the Right-of-Way of the road and no equipment or sediment spoils disposed on the adjacent property, the County will approve/decline the permit based on if the proposed work is for the purpose of draining public roads and preventing accumulations of water in road ditches. Minnesota Statute 160.201

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**Remarks**