

TOWN OF OWASCO
Application to Install Culvert Pipe

DATED AT OWASCO, NEW YORK, THIS _____ DAY OF _____, 20____

APPROVED BY: _____

TITLE

In consideration of the granting of the within permit, the Undersigned hereby accepts the same subject to the regulations, specified conditions and special conditions therein described.

DATED AT OWASCO, NEW YORK, THIS _____ DAY OF _____, 20____

APPLICANT ADDRESS: _____

PHONE NUMBER: _____ CELL NUMBER: _____

INSTALL PIPE AT: _____ Tax Map No. _____
Auburn, NY 13021

Signature of Applicant

Print Name

**TOWN OF OWASCO
INSTALLATION AND MAINTENANCE OF
CULVERT PIPE IN ROAD AND DRAINAGE DITCHES**

1.) GENERAL:

The standard road drainage system consists of open road ditches. The Town is responsible for maintaining those ditches to ensure the adequate drainage of the Town road system. The Town reserves the right to evaluate.

2.) INSTALLATION:

Installation of culvert pipe in road ditches:

A. Home owners may install culvert pipes in ditches and then fill the ditch. However, the following criteria must be met:

- (1) A permit is required for the installation of the pipe.
- (2) The pipe installed must be of the same size or larger than the upstream pipe.
- (3) The type of pipe to be used must be approved by the highway department.

B. The home owner will incur all costs for the installation.

C. The installation must provide for the drainage of any surface and subsurface water from the road.

D. Pipes installed over 150-feet must have a cleanout or catch basin incorporated to facilitate the maintenance of the drainage path.

E. Tract homes are required to have four-feet (4') open or a catch basin on the downstream side.

F. Finished Grade is required to have a swale on top of the ground over the culvert pipe.

3.) MAINTENANCE:

Maintenance of the ditch culvert:

A. The Town still has the responsibility of ensuring the serviceability of the road drainage system. However, with the installation of a ditch culvert by a home owner, the home owner also assumes some responsibility.

B. The Town is responsible for the following:

- (1) The Town will attempt to maintain the flow path through the culvert pipe.

- (2) Periodically inspect the pipe openings and the pipe itself for deterioration as available time and personnel permit.
- (3) Repair the pipe if it is damaged by any Town activity other than deterioration caused by the aging of the pipe. However, if the pipe is damaged by other agencies/entities the Town will not repair the pipe.

C. The Home owner is responsible for the following:

- (1) Periodically inspect the pipe to check for obstructions that hinder the flow of the water.
- (2) Remove debris from any openings in the pipe.
- (3) Maintenance of the vegetation over the pipe. However, trees and shrubs are not allowed to be planted in the ditch line or between the ditch and the road.
- (4) Repair the pipe and openings as necessary.

4.) REPLACEMENT:

- A. The cost of replacement of the ditch culvert is a home owner responsibility.
- B. The Town will remove any ditch culvert if requested by the home owner. However, if the town finds a culvert that has deteriorated to the point that it can no longer carry water and is unable to be cleaned, The Town will remove the pipe. The home owner will first be notified and be given time to take care of it.
- C. The home owner will then have the option to replace the pipe to standard, at the home owner's cost, or leave an open ditch.

SPECIAL CONDITIONS

If it is sound necessary the Superintendent of Highways of the Town of Owasco to add to or otherwise modify this permit, it is to be understood such changes shall form a part of this permit and be complied with immediately upon notice.