

Date \_\_\_\_\_

Permit No. \_\_\_\_\_

**MAHNOMEN COUNTY HIGHWAY DEPARTMENT  
MAHNOMEN, MINNESOTA**

**APPLICATION FOR DRAINAGE OR DITCH WORK  
WITHIN COUNTY HIGHWAY RIGHT-OF-WAY**

Applicant: \_\_\_\_\_ Tele: \_\_\_\_\_

Applicant's Address: \_\_\_\_\_

Work to be Done: \_\_\_\_\_

Road No.: \_\_\_\_\_  
(Record on Map --Backside)

Section: \_\_\_\_\_ Township: \_\_\_\_\_ Range: \_\_\_\_\_

Work to start: \_\_\_\_\_

Work anticipated to be completed by: \_\_\_\_\_

I, We, the undersigned, herewith accept the terms and conditions of the regulations as attached hereto of the Mahnomen County Highway Department and agree to fully comply therewith to the satisfaction of the Mahnomen County Highway Department.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Landowner's Signature (s)

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**AUTHORIZATION OF PERMIT**

In consideration of their agreement to comply in all respects with the regulations of the Mahnomen County Highway Department attached hereto, permission is hereby granted for work to be done as described in the above application, said work to be done in accordance with the attached regulations.

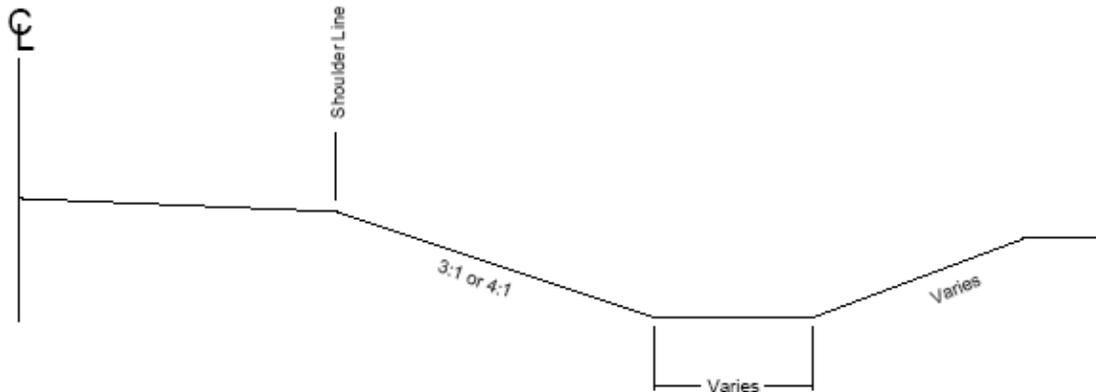
**MAHNOMEN COUNTY HIGHWAY DEPARTMENT**

\_\_\_\_\_  
Date

\_\_\_\_\_  
Authorized by County Engineer

**SPECIAL REQUIREMENTS**

1. All work shall be accomplished in a workmanship like manner.
2. **All work shall be accomplished without expense to the County.**
3. Inslopes, backslopes and ditch bottoms must be cut as shown below, 3:1 or 4:1 inslopes **will be determined by the Engineer and circled below. All backslopes will be 3:1.**



4. Regardless of the type of work requested by the applicant, the applicant will be responsible for notifying the utility companies within close proximity of the approved work area before commencing work.
5. Permission to clean a ditch will not be granted if the cleanout will cause a berm or dike on the adjacent property that cannot be effectively and safely mowed (3:1 or flatter slopes).
6. All materials excavated must be disposed of outside of the County right-of-way or as the County Engineer directs.
7. Ditch cleanout must be *maintenance only*. Applicant must determine original grade by boring or methods approved by the County Engineer. Excavation cannot extend below original grade and **the depth of cut shall not be lower than the flowline of the existing culverts. Any proposed lowering of culverts shall first receive a Wild Rice WSD permit and approved by the County Engineer.**
8. Other affected landowners, if any, shall be informed, their approval obtained by the applicant and by signing this application the applicant is indicating that they have complied with this requirement.
9. Where the character or condition of the work creates a hazard to the public, the applicant agrees to maintain sufficient warning signs to warn the public and if there is any damage to the County's road inslope due to the applicant's work then the cross-section and conditions of the road will be returned to it's original state at the applicant's expense.
10. The applicant hereby indemnifies and holds harmless Mahanomen 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 the performance of this work.

The applicant must seed the ditch after work is completed with MnDOT Seed Mix 250 or approved equal, at the rate of 100 lbs per acre.

11. The applicant shall meet with the Assistant County Engineer, along with the applicant's contractor, before commencing work to discuss the depth of cut proposed.

- 12. The applicant shall notify the Highway Department office when work commences.
- 13. The Mahnomen County Highway Department shall be notified when all work permitted by this application has been completed and until work has been approved, the applicant is still liable for said conditions of their work.
- 14. **This permit expires twelve (12) months after the date of authorization or may be renewed.**
- 15. **Date applicant indicates work has been completed.** \_\_\_\_\_
- 16. **Date inspected by County Highway Department.** \_\_\_\_\_