

#48 TOWN OF LUNENBURG

DITCH AND/OR CULVERT SYSTEMS POLICY

I. POLICY STATEMENT

The following is an outline of the Town's policy when private property owners require access to their properties, how drainage problems on the street right-of-way are improved, and how requests from private property owners for the infilling and/or piping of a ditch and/or culvert system adjacent to their property are administered by staff.

II. POLICY PROCEDURE

A. ACCESS TO PRIVATE PROPERTY

1. When a storm sewer does not exist along a Town street and storm drainage is carried by a ditch and/or culvert system:

(a) The property owner is responsible to pay all costs associated with access to their property over this ditch. Replacement of existing culverts is at the property owners expense;

(b) If private property is infilled over time and street drainage cannot be properly channelled along a ditch and/or culvert system, then the property owner will be responsible to install such a system after infilling of their property; or

(c) If a new dwelling is being constructed or an existing dwelling is being renovated and these changes will impact on an existing ditch and culvert system then the Town's Building Inspector will notify the Town Engineer and access details can be reviewed with the property owner prior to issuing a building permit.

2. Approval for the location of this access must be obtained from the Town Engineer and Traffic Authority prior to its installation. Access may be denied if it is determined to be unsafe for conditions such as poor visibility or adjacent to a street with high traffic volume. The size and type of culvert must be installed and approved by the Town Engineer. This will ensure that culverts are installed properly and will prevent flooding and maintenance problems.

B. DRAINAGE PROBLEMS ON STREET RIGHT-OF-WAYS

1. If the Town Engineer determines that the only method of controlling a drainage problem on a street right-of-way is by installing a ditch and/or culvert then this system will be installed at the Town's expense. Pedestrian walkway(s) and private driveway(s) will be reinstated by the Town with culverts in the same location where access existed prior to this work.

2. If a property owner requests that culverts be extended and this will not adversely affected the drainage improvements which are being carried out then this may be completed at the property owner's expense. This work may be carried out by private contractor or by the Public Works Department at charge out rates determined by Town Council from time to time. The maximum width for driveway culverts will be twenty (20) feet and for walkway culverts six (6) feet.

C. PIPING OF A DITCH AND/OR CULVERT SYSTEM

1. When a property owner requests that a ditch adjacent to their property be filled in for any reason they will be required to pay for this work at their expense. This work may be carried out by private contractor or by the Public Works Department at charge out rates determined by Town Council from time to time. All work associated with the filling in and piping of this area must meet with specifications of the Town of Lunenburg and be approve by the Town Engineer.

2. In situations where the driveway(s) is (are) sloped and drain towards the street a catchbasin will be required on the upstream side of the driveway to prevent street flooding. The maximum distance between inlets and catchbasins into a piped system is three hundred (300) feet. Catchbasins may also be required at other locations along private property depending on the size of the drainage area and the slope of the street.

3. Drainage problems which occur as a result of piping in a ditch and culvert system must be corrected by the property owner at their expense.

4. The Town Engineer may deny any requests to fill in and pipe a ditch and culvert system which is not in the Town's best interest.