

DITCH ENCLOSURE PERMIT APPLICATION

Date: _____

Applicant and Location Information:

- Applicant: _____ Phone #: _____
- Mailing Address: _____
- To enclose the ditch at the following location: _____
- The enclosure is requested for the following purpose(s) (check all that apply):
 - _____ To replace existing ditch enclosure
 - _____ New enclosure necessary to install a driveway apron for access to property
(Note #1: If ditch enclosure is new enclosure installed to accommodate vehicular access, applicant must obtain a curb cut permit in addition to this ditch enclosure permit).
 - _____ For other reasons (please state specific reasons): _____

Ditch Enclosure Information:

- Length of Ditch Enclosure: _____ feet
- Pipe Diameter: _____ inches
- Type of Pipe (check one):
 - _____ Steel Reinforced Concrete Pipe (Class IV)
 - _____ Fiber Reinforced Concrete Pipe (Class IV)
 - _____ PVC Pipe (Min. 35 SDR)
- Flow Direction (circle one): N NE E SE S SW W NW
- Headwall or curb to be installed?: _____ YES _____ NO (if yes include details on separate sheet)

Applicant Responsibility

If this permit is granted, I/we agree to comply with all the conditions, restrictions and regulations of the City of Medina Engineering Department. I/we also agree to notify the Engineering Department of the City of Medina prior to covering any pipe for the purpose of inspection.

If this permit is granted, I/we agree to construct the enclosure within the road right-of-way at an approved profile, as shown on the City of Medina Engineering Department's standard specification sheet. I/we also agree to refrain from constructing curbs or headwalls in the shoulder area that could create hazards or hamper maintenance operations (mowing, snow plowing, etc.).

I/we also agree that while installing and constructing the ditch enclosure, I/we will utilize signs, lights, barricades, flagmen and/or watchmen as necessary to insure the safety of both the construction workers and the traveling public. All said safety devices shall be in compliance with the Ohio Manual of Uniform Traffic Control Devices for Streets and Highways

Applicant Signature

(To be completed by Engineering Department)

Status of Permit:

_____ Approved (approval date: _____)

_____ Rejected (rejection date: _____)

Reason for Rejection: _____

• Reviewer's Signature: _____

(To be completed by Inspector):

Inspection Record:

• Date of First Inspection: _____

• Accepted?: _____ YES _____ NO

○ If no, state reason: _____

• Inspector's Signature: _____

• Date of Second Inspection: _____

• Accepted?: _____ YES _____ NO

○ If no, state reason: _____

• Inspector's Signature: _____