

ROADSIDE DITCH PETITION

PARTICIPATION: Property Owners, and/or Township.

TO _____ TOWNSHIP BOARD Date _____

Section No. _____, T _____ N-R _____ E, Tuscola County, Michigan.

Whereas, the undersigned freeholders of this township are prepared to show that the improvement herein requested is necessary for the public health, convenience and welfare. Therefore, we respectfully request your approval, and that the necessary steps be taken to have the following described ditch improved:

Location and description of ditch is as follows:

Lying on the North, South, East or West side of _____ and begins
(circle one) (road name)

_____ feet North, South, East, West or at _____, clean out _____ feet
(circle one) (nearest crossroad name)

of roadside ditch to North, South, East or West of beginning. Place additional information and/or sketch on back of this form. (circle one)

We, the undersigned, hereby agree to remove fences, trees, brush, etc. from the Road Right-of-Way; permit the placing of spoil dirt upon our adjacent land; and furnish our own driveway culverts where necessary and to pay to the Township Treasurer within thirty (30) days after being notified, our established portion of the cost of said improvement.

_____ Signature	_____ Date	_____ Signature	_____ Date
_____ Signature	_____ Date	_____ Signature	_____ Date
_____ Signature	_____ Date	_____ Signature	_____ Date

This application is hereby approved and such other specifications as may be required by the Tuscola County Road Commission with all expenses to be paid by the Township.

_____ Supervisor	_____ Date	_____ Clerk	_____ Date
_____ Treasurer	_____ Date	_____ Trustee	_____ Date

The foregoing application is hereby approved, said work to be done according to specifications, and under the supervision of the Tuscola County Road Commission.

TUSCOLA COUNTY ROAD COMMISSION USE ONLY

Received Engineering Dept. _____ Feet

Board Approved _____
Date _____

Drawing Completed and prints to Township _____ Petition Length _____

Field Inspection Complete _____ Const. Length _____

Checked by: _____
Date _____

DITCH PETITION PROCEDURE

1. Obtain Roadside Ditch Petition and complete the top portion of form.
2. Petitioner to obtain signatures and dates of all property owners (additional petitioners) whose property the ditch will cross. (Signatures indicate agreement to pay portion of expense as determined by the Township.)
3. Petitioner to submit petition to participating Township for signatures and dollar amount of Township participation.
4. Participating Township to forward signed and dated petition to T.C.R.C. (Signatures indicate Township’s agreement to pay expenses.)
5. Upon receipt of completed petition the T.C.R.C. shall:
 - a. Assign petition number.
 - b. Approve or reject petition (board action).
 - c. If approved the TCRC will take bids on having the ditch surveyed, staked, & designed. The Township will approve the awarded bidder.
 - d. Once design is completed, a minimum of one plan sheet of the proposed ditch cleanout will be sent to the Township.
6. The Township shall forward the plan sheet to the original petitioner.
7. Prior to commencing any work in the road right of way the petitioner or contractor shall contact the T.C.R.C. and complete a Right-of-Way permit and have the proper insurance certificate on file with a signed copy of the Roadside Ditch Petition Form.
8. The petitioner or his/her contractor may clean the ditch (must be done per plan sheet unless a variance is approved by the T.C.R.C.)
9. After completion of the ditch cleanout, the Township will submit a copy of the invoice to the T.C.R.C. to qualify for the Preventive Maintenance Allowance.
10. After receipt of a copy of the invoice from the Township, the T.C.R.C. will inspect the completed cleanout. Upon TCRC approval of the work, the Maintenance Allowance will be applied.
11. The Township will bill the property owners (petitioners) for their share of the cleanout.
12. Any variation from these procedures (without prior permission from T.C.R.C.) may void the Contractor’s permit and any participation by the T.C.R.C.

I have read and understand the above procedures.

Petitioner

Date

Authorized Township Official

Date