**BELGRADE TOWNSHIP**

**CULVERT POLICY**

 (Revised May 2022)

**The Belgrade Township Board has adopted the following policy to be followed when a new culvert is installed, a culvert is replaced, or an existing culvert is extended in the township.**

* Resident must obtain a permit from Belgrade Township before installation or replacement of any culvert in the township right-of-way.
* Resident must contact a supervisor or town clerk to be placed on the next regular monthly town board meeting to request the culvert installation.
* Resident is responsible for the cost of the culvert and all installation costs. Culverts must be purchased through Nicollet County.
* The town clerk will notify the county that you will be purchasing a culvert. The cost of the culvert must be paid directly to Nicollet County upon pickup.
* You are responsible for transportation of the culvert.
* Any culvert placed in the ditch right-of-way must be a **minimum** **of** **15" in diameter and have an apron and bands installed on each end**.
* The culvert must be steel.
* No culvert may be put in downstream smaller than any upstream culvert.
* Culvert will have 4:1 slope around the apron in all directions.
* Prior to installation, a township supervisor and maintenance employee must meet with the resident at the location of the culvert placement to give final approval for installation.
* Upon completion of the culvert installation, a township supervisor and maintenance employee must be notified for final inspection and approval.
* Any installed culvert that does not meet these specifications will be removed and replaced by the landowner or fixed by the township at the landowner's expense.
* If your driveway culvert needs replacing, you must go through the process described above.
* Landowner/Resident must contact Gopher State One Call to mark all underground utilities before excavation.
* Questions may also be directed to Nicollet County Public Works, 1700 Sunrise Dr., Saint Peter. The department should be called at 507-931-1760 a few days before scheduled pickup to be sure they have the items available.

**BELGRADE TOWNSHIP**

**CULVERT POLICY**

 (Revised April 2022)

**B E F O R E   I N S T A L L A T I O N**

Resident Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Telephone Number\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Location of culvert\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I will follow the Belgrade Township Culvert Policy when installing, replacing, or extending a culvert on my property.

Resident Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_

Supervisor \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ has met with the resident at the location of the culvert placement.

Supervisor Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Date \_\_\_\_\_\_\_\_\_\_\_\_\_

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**A F T E R   I N S T A L L A T I O N**

Supervisor \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ has inspected the culvert installation and is satisfied with the adherence to the Culvert Policy set forth by the Belgrade Town Board.

Supervisor Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Date \_\_\_\_\_\_\_\_\_\_\_\_\_