MUSKEGON COUNTY ROAD COMMISSION

POLICY

for

DRIVEWAY CULVERTS

ADOPTED MAY 26, 2005

Properly draining ditches are an important component of good roadways. The Muskegon County Road Commission Maintenance Department is responsible for ditch maintenance as part of their overall maintenance program. Removal of brush and trees, along with periodic establishment of ditch flow lines, all help to keep our roadways from deteriorating prematurely.

Property owners must be able to access their property wherever a ditch exists. New driveway installation is the responsibility of the property owner. A permit is required from the Muskegon County Road Commission Engineering Department. The permit requires a property owner to install their driveway in accordance with engineering standards. These standards have been developed so as not to hinder roadside drainage. The property owner is responsible for all costs associated with the installation of the original driveway including required culvert pipe, restoration, and permit fees. The property owner is also responsible for all maintenance of the driveway culvert. The Road Commission may inspect driveway culverts during routine maintenance operations. If a driveway culvert is found to have failed, the property owner will be notified, and they will be required to make the necessary repairs.

The Road Commission understands the high cost to property owners for the replacement of a failed driveway culvert. To balance the maintenance of ditches along with the maintenance of driveway culverts, the Road Commission has developed the following guidelines to assist single-family residential property owners with the replacement of a failed driveway culvert.

Where a ditch is being relocated for Road Commission purposes, the Road Commission will replace the driveway culvert, driveway surface, and provide restoration to any disturbed areas at no expense to the property owner.

For new construction, or for the replacement of driveway culverts for residential complexes, businesses, or public facilities, the property owner shall be responsible for the installation and all costs associated with the work. A permit is required from the Engineering Department.

A property owner may choose to replace their driveway culvert at their own expense. A permit from the Engineering Department is necessary.

For those property owners with a failed driveway culvert who wish assistance, the Road Commission will purchase all materials and provide installation of a new culvert pipe along with the driveway surface and restoration. The property owner shall be required to pay the Road Commission for all pipe and restoration materials as well as materials and outside labor (if any) to restore the driveway. This may include subcontracted costs (such as an asphalt paving company). Payment must be made prior to any work commencing.

The Road Commission has established a set cost for driveway culvert replacement based on the size and type of materials to be utilized. A cost chart has been developed in regards to pipe size and length as well as driveway repairs for gravel, asphalt and concrete. Utilizing these charts the Road Commission will work with property owners to determine the appropriate charge for each property owner.

Finally, if a property owner fails to maintain their driveway culvert after being notified it has failed, the Road Commission will make the necessary repairs or replacement of the culvert to restore proper drainage and will seek payment of ALL costs from the property owner.