

SUBJECT MATTER: INSTALLATION OF ENTRANCE CULVERT**1. Responsibility of Owner**

The owner of any lands requiring a private driveway and/or walkway leading to a public highway which has a surface drainage system and which is located in the Town of Plympton-Wyoming shall be responsible for the installation of a galvanized corrugated steel culvert as specified by the Municipal Road Authority. The owner shall also be responsible to ensure that such culvert shall be installed before any building construction occurs on the property.

2. Entrance Culvert Specifications

All entrance culverts shall be installed by the Corporation and/unless otherwise specified by the Municipal Road Authority, shall:

- a) be of galvanized corrugated steel, 16 gauge.
- b) have a minimum diameter of 400mm or 16 inches.
- c) have a minimum length of 9 meters or 30 feet excepting walkway culverts which shall have a minimum length of 2 meters or 7 feet.
- d) laid to a designated line and grade.
- e) be surrounded by 6" minimum compacted granular.

3. Installation of the First Entrance Culvert

- a) All entrance culverts shall be installed by the employees of the Town and the Owner or agent of the land shall apply in writing to the Municipal Road Authority to have said culvert installed.
- b) Before any work is commenced to install an entrance culvert, the owner or agent shall deposit with the Town Treasurer, a sum of money as estimated by the Municipal Road Authority to cover the cost of such an installation. If such deposit exceeds the cost, the Town will refund the excess to the owner or agent and if the cost is in excess of the deposit, the owner shall be required to pay such excess into the office of the Town Treasurer.
- c) The total cost of the first entrance culvert installation including material, labour, overhead and any other applicable charges to such work, shall be paid by the owner of the land.

4. **Relocation or Replacement of Existing Culverts**

- a) Where any relocation or replacement of an existing culvert is required due to road reconstruction, the Municipality shall carry out the required works at the municipality's expense.
- b) Where any relocation, replacement or extension of an existing culvert is required by the owner, the owner shall pay for the total cost of the required works and will carry out the works in accordance with the requirements of this policy and the Municipal Road Authority.
- c) Where any replacement of an existing culvert is required due to deteriorated condition, the owner shall pay all cost.

5. **Responsibility of the Corporation**

The Town shall maintain flow through driveway culverts where the same are in good conditions. Culverts which have been damaged to such an extent as to prevent such flow (other than those culverts damaged by the employees of the Municipal Corporation) shall be repaired or replaced the Corporation at the owner's cost. In the event that the owner does not make arrangements with the Municipal Road Authority for the work within fourteen (14) days on receipt of notification from the Municipal Road Authority of the necessity of such work, the Town may remove the culvert in order to maintain drainage.

6. **Road Reconstruction and Entrance Culvert**

If the Town undertakes the road reconstruction project it is the Town's responsibility to do the following:

- a) All existing entrance culverts to be reset or relocated as needed.
- b) If as a result of road reconstruction there is a need for the entrance culvert, the Town will install one entrance per one registered lot at no cost to the landowner. Should the property be divided by an open ditch drain, the Town will provide a second access at no cost to the landowner.