



CITY OF MARSHFIELD, WISCONSIN POLICIES AND PROCEDURES

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| 1. COMMON COUNCIL | 4. FINANCIAL |
| 2. ADMINISTRATIVE | 5. PUBLIC WORKS |
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CHAPTER: Street/Sewer Construction and Maintenance

SUBJECT: Ditching

POLICY NUMBER: 5.220

PAGES: 1

EFFECTIVE DATE: August 4, 1981

Special Notes: This policy/procedure manual does not in any way constitute an employment contract and the City of Marshfield reserves the right to amend this manual at any time subject only to approval by the Common Council.

There shall be established the following policies regarding ditching by the Department of Public Works Street Division.

1. All streets being paved with Hot Mix Asphalt shall be ditched for proper drainage as determined by the Engineering Division of the Department of Public Works. Said ditching may require relocation or resizing of culverts.
2. All other streets requiring ditching for drainage shall either be ditched between existing culverts or as determined by the Engineering Division to be the most cost-beneficial method. This shall include cold mix or gravel streets.
3. Depth of ditches shall be that necessary to carry water at the minimum slope or greater as determined by the Engineering Division after field survey and design.
4. Finishing of ditches shall be with 2" - 3" topsoil and grass seed. The landowner shall be responsible for watering and maintenance after construction.
5. After construction of the ditches and finishing of the ditches, the Street Division will come back only one (1) time for re-finishing of the ditches due to excessive erosion from rainstorms. Lack of care or watering by the landowners shall not make the City liable for continuous repair of these ditches.