

**PROCEDURE FOR REQUESTING DITCH REPAIRS,  
CLEANING OR MAINTENANCE IN  
MARSHALL COUNTY**

- 1) Contact all affected landowners to get permission for placement of spoil on their land. Fill out entire form as completely as possible to minimize delays or postponement of project.
- 2) If ditch repair/cleaning will affect a township road, contact Township supervisors' and get approval and signature from Township Board.
- 3) Notify your County Commissioner and get his/her approval and signature.
- 4) Bring or mail form in to the County Highway Engineer's Office.

# MARSHALL COUNTY

Landowners in \_\_\_\_\_  
 Township, who pay assessments on  
 SD/JD/CD \_\_\_\_\_, do respectfully  
 request the Marshall County Board of  
 commissioners to spend money for the  
 repair/cleaning/maintenance of SD/JD  
 /CD # \_\_\_\_\_, starting at the  
 \_\_\_\_\_ and ending at  
 the \_\_\_\_\_, for a  
 length of \_\_\_\_\_ miles.

Location Of The Spoil Bank

The Spoil Bank from the requested  
 ditch repair, cleaning or maintenance,  
 may be placed on my land, provided it  
 is leveled in such a manner that I can  
 farm over this spoil. Any remaining  
 rock or wood material will become the  
 responsibility of the landowner to  
 remove.

**Does This Impact  
 On Any Wet Lands?**

\_\_\_\_\_ Township

Signed By:

Yes    No

6	5	4	3	2	1
7	8	9	10	11	12
18	17	16	15	14	13
19	20	21	22	23	24
30	29	28	27	26	25
31	32	33	34	35	36
6	5	4	3	2	1
7	8	9	10	11	12

	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
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We the Township Supervisors of \_\_\_\_\_  
 \_\_\_\_\_ Township agree  
 to have the spoil from this project  
 placed on the \_\_\_\_\_ side of our  
 Township Road provided:

1. REA wires or telephone wires or fence prevent the spoil from being placed on the field side.
2. Landowners will not allow spoil to be placed on their land.
3. Or the Township needs the spoil to up-date the present Township Road System.
4. And Landowners along the Township Right of Way shall be notified of the placement of the spoil.

(Bottom 2 rows indicate "Strip")  
 Describe the type of maintenance that  
 is requested, draw location of project  
 on the above map.

Signed By:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

REVIEWED BY:

Co. Highway Dept. \_\_\_\_\_  
Engineer

County Board \_\_\_\_\_  
District Commissioner

Ditch Authority \_\_\_\_\_  
Chairperson

Date Approved: \_\_\_\_\_

Date Completed: \_\_\_\_\_

**Does This Impact  
 On Any Wet Lands?**

Yes    No  
   

\_\_\_\_\_  
 Township Chairperson

\_\_\_\_\_  
 Date