


Policy Area: Operations & Public Works		Content Last Updated: New
Policy Section: 200		Supersedes Policy: Does Not Supersede a Policy
Policy Name: Ditch Maintenance and Alteration Policy		Approval:
Policy No: OPW-200-84		Number of Pages: 3

1. POLICY STATEMENT

The resort village has developed and maintains ditches throughout the Village. Ditches are a critical component of the local storm drainage system. They convey stormwater from both public and private properties. The random and discontinuous alteration of ditches, without consideration of the individual ditch as part of a broader drainage system, can have a detrimental impact on function, integrity and level of service provided by the ditch network.

Residential landscaping has become more popular and extensive in recent years, which often involves changes to property grades and ditch conditions to improve aesthetics ease of grass cutting and to eliminate temporary standing water. Instances where property owners make unauthorized alterations of public lands including road ditches can impact the function and maintenance requirements of our ditch drainage system.

2. PURPOSE

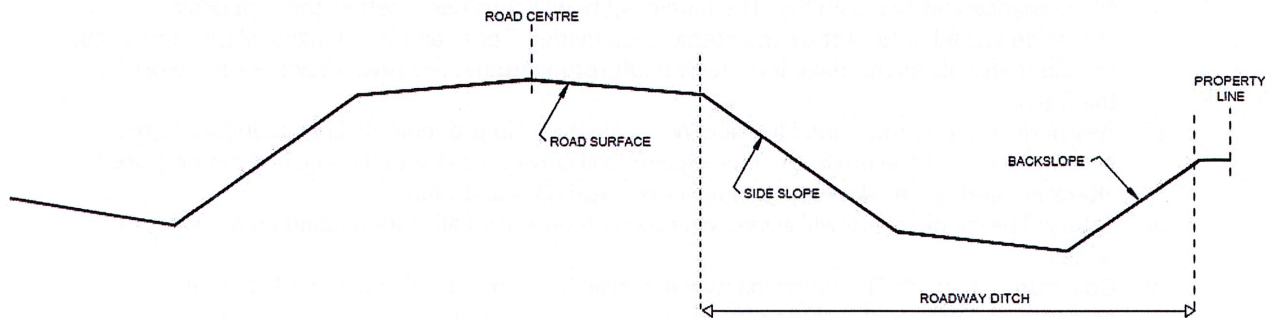
The purpose of this policy is to control unauthorized alterations of public road ditches by property owners and establish a standard level of service within the community. It aims to prioritize the primary function of the ditch, which is the management of stormwater and provision of snow storage from the public roadway, over aesthetic improvements. This policy defines the responsibilities for maintaining the ditch and sets guidelines and procedures for allowing technically feasible ditch alterations that accommodate the overall drainage in the area and do not cause detrimental impacts to existing drainage on public or private property.

3. DEFINITIONS

Roadway Ditch – a long and narrow excavation in the ground typically found on either side of a road surface designed to collect and convey stormwater or snow to the nearest point of relief.

Backslope – is the slope of the roadway ditch on the opposite side of the roadway ditch from the road surface extending from the bottom of the roadway ditch to the natural ground level typically abutting the front property line.

Side Slope – is the slope of the roadway ditch extending from the bottom of the roadway ditch to the shoulder of the roadway surface.



4. CRITERIA

a) Ditch Design and Maintenance:

1. All new ditches will be constructed in accordance with the standard specifications as defined by the municipality from time to time. These specifications may vary dependent upon site conditions and are designed to consider constructability, safe operation, and to ensure the effective management of stormwater and the overall integrity of our public road ditches.
2. Adherence to the standard specifications is mandatory for all property owners and will be enforced by the municipality.
3. Any alterations to the standard specifications will be communicated in a timely manner and will apply to all future ditch construction and maintenance activities.

b) Municipality Responsibilities:

1. To support municipal maintenance of the ditches, landscaping should be grass.
2. Maintenance includes mowing the side slope of the ditches where possible, approximately three times during the growing season. (Property owners would be permitted to mow more often if they wished.)

c) Property Owner Responsibilities:

1. Property owners are expected to maintain the backslope of the ditch as it abuts their property.
2. The municipality may consider a property owner's request to change the landscape material along the backslope only.
3. Alternative landscaping materials that may be considered on the backslope include:
 - i. Grass
 - ii. Aggregate materials.

5. PROCESS

1. A property owner wishing to landscape or alter the backslope of the ditch shall submit a detailed written request that clearly outlines the intended extent of the alterations.
2. The municipality will adjudicate a request for alteration based on:
 - i. **Drainage Impact:** The primary function of the ditch is to manage stormwater. Any alterations should not impede this function. The municipality will assess whether the proposed alteration, such as converting grassed surfaces to gravel or rock, would affect the drainage capacity of the ditch.
 - ii. **Maintenance and Accessibility:** The municipality will consider whether the proposed alteration would affect future maintenance activities. For example, changing slopes or adding certain materials might make it more difficult for maintenance crews to access and work in the ditch.
 - iii. **Aesthetic and Environmental Impact:** While aesthetic improvements are secondary to the functional role of the ditch, the municipality will consider the visual impact of the proposed alteration and any environmental impact on local flora and fauna.
 - iv. **Safety:** The municipality will assess whether the proposed alteration could create safety issues.
 - v. **Community Impact:** The municipality will consider the potential impact on the local community. This could include effects on property values, traffic, noise levels, and other factors.

3. Alterations which modify the drainage gradient, flow direction, overall function of the ditch or increase the difficulty of maintaining the area will not be supported.

4. The municipality will respond to an application requesting approval of alterations to the backslope by issuing a notice of decision including conditions if any.

5. Approved applications will receive at no charge a development permit for alterations to the ditch.

RESOLUTION NUMBER: 256 / 2024

ADMINISTRATOR:

A handwritten signature in blue ink is written over a horizontal line. The signature is stylized and appears to read "Bob Lutz".