



County of Mathews

Department of Planning & Zoning

P.O. Box 839 ▼ Mathews, VA 23109

(804) 725-4034 Fax: (804) 725-7249

Dear Property Owner:

The Mathews County Board of Supervisors is continuing its maintenance program for cleaning outfall ditches that create a safety hazard due to periodic flooding of the highways. These are ditches not typically maintained by VDOT other than removal of obstacles that impede the flow of water from the roadway. We feel this outfall ditch maintenance program will be beneficial to the citizens and motorists in Mathews County. We additionally feel highway safety will be enhanced in the future.

According to the Mathews County tax records your property adjoins one of these outfall ditches. In order for maintenance to be initiated on this outfall ditch we need permission to clean the outfall that runs on your property. The attached permission form has been provided for you convenience. Please have all owners sign the form and return the easement to the Department of Planning and Zoning. This maintenance program is set to start in early December and without all the requests for easements; the outfall maintenance cannot be performed. Your assistance in this county effort is greatly appreciated.

Should you have any questions or concerns about this program, please contact me at (804) 725-4034.

Sincerely,

John W. Shaw
Director of Planning & Zoning



NOTES

1. Separate form must be completed and submitted for each ditch requested for inclusion on the maintenance list.
2. Forms must be submitted to the Mathews County Department of Planning and Zoning either by mail at P.O. Box 839, Mathews, VA 23109 or by hand delivery to the Planning and Zoning Office, Room 208, 50 Brickbat Road, Mathews, VA 23109.
3. Ditches submitted for inclusion on the maintenance list will be considered and prioritized based upon:
 - Improvement of state highway drainage and traffic safety;
 - Project does not require realignment of existing ditch line;
 - Ditch drains water away from state highway and is not a roadside or private road ditch;
 - No environmental permitting restrictions;
 - Cost of ditch project and availability of adequate funds and personnel to perform work;
 - All property owners along ditch execute property access permission form and release; and
 - Other criteria that may be established by the Mathews County Board of Supervisors and/or the Department of Transportation.

Local and state agencies, at their discretion may give the aforementioned criteria different weights of importance in considering inclusion of the ditch on the list and its priority.

4. Ditches will only be considered for listing and ranking by the local and state agencies on a schedule to be established by these agencies.



COUNTY OF MATHEWS, VIRGINIA
Outfall Drainage Ditch Maintenance Program
Request for Inclusion of Drainage Ditch in Program
(please type or print)

Names of Persons Making Request:

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Contact Persons Addresses:

Contact Persons Phone Numbers:

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Names of Adjacent Property Owners Along Ditch:

Location of Outfall Ditch (note location relative to state highways and area of county):

State Highways Ditch Drains (provide route numbers and street names):

Approximate Length of Ditch:

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Water Bodies Ditch Drains into (provide river or creek names):

Nature of Drainage and Highway Safety Problems:

Other Information Describing Need to Include Ditch in Maintenance Program:

Are Applicants Willing and Able to Assist in Obtaining Property Owner Signatures on Property:

Access Permission and Release Forms Signed by All Property Owners:

YES _____ NO _____

Signature of Applicant



Date: _____

Applicant's Name: _____

Applicant's Daytime Telephone Number: _____

TEMPORARY EASEMENT

I hereby grant a temporary easement to the County of Mathews to enter my property to cut and remove underbrush, and to remove trash and other loose objects from the drainage ditch which borders and (or) runs through my property.

Location:

INSERT EXACT LOCATION OF DITCH ON REVERSE SIDE OF THIS FORM. INCLUDE DIRECTIONS FROM THE NEAREST INTERSECTION TO THE DITCH SITE. THIS FORM MUST BE SIGNED BY THE PROPERTY OWNER AND ALL ADJACENT PROPERTY OWNERS ALONG THE ROUTE OF THE DITCH.

_____ (Signature)

_____ (Signature)

_____ (Signature)

_____ (Signature)