

**Storm Water Division
Operating Policies
Routine Maintenance (RoM)**



Policy No.: RoM-4	Page <u> 1 </u> of <u> 1 </u>
Subject: Enclosure of Ditches	Effective Date: 10-1-02
Applies To: All Stormwater Projects	<input type="checkbox"/> New Issue <input checked="" type="checkbox"/> Partial Revision <input type="checkbox"/> Complete Revision
Purpose:	To define the circumstances necessary in order to enclose an open channel conveyance (ditch) in a culvert, pipe, or other closed conveyance.
Policy:	<p>To maintain natural filtration which benefits water quality, open channel drainage systems (ditches) may not be enclosed except in the following circumstances:</p> <ol style="list-style-type: none"> 1. The installation of new driveway culverts less than or equal to 20 feet in length. At the sole discretion of MWS, pipes over 20 feet in length may be allowed but only after receipt of any applicable permits from Metro Public Works (MPW) or the Tennessee Department of Transportation (TDOT) as appropriate. 2. The installation of new culverts under roadways (cross drains). 3. An existing culvert such as a road cross drain or a driveway culvert may be replaced with a longer culvert, which by default will enclose additional open conveyance area. The intent is to minimize the additional length of open conveyance that is placed in a culvert. 4. A ditch may be enclosed when the open channel conveyance will not adequately pass the appropriate design event and there exists absolute and unavoidable physical constraints to improving (enlarging) the open channel conveyance to carry the event thereby necessitating its enclosure. 5. A ditch may be enclosed when the open conveyance, either as existing or as improved: <ul style="list-style-type: none"> • presents a safety concern to pedestrian or vehicular traffic, and • the concern can not be resolved by engineering methods without a significant and unreasonable increase in project cost.
Revision No.: 1	Issued By: <i>[Signature]</i>
Revision Date: 10-15-07	
<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: auto;"> <p align="center">RECEIVED</p> <p align="center">DEC 4 2014</p> <p align="center">METROPOLITAN CLERK</p> </div>	