

Requirements for Drainage Board Review

1. Application completed.
2. Seven (7) copies of Sketch plan and Drainage Calculations to be filed in the office of the Surveyor on appropriate date (one of which will go to the Planning Engineer, Richard Hoover).
3. One check for the appropriate amount. (\$375.00, \$275.00 or \$270.00).
4. Notice by publication containing all necessary information shall be given by the petitioner in a newspaper of general circulation in Johnson County, at least ten calendar days before the hearing, and proof of publication shall be made by an affidavit of the publisher attached to a copy of the notice taken from the newspaper in which it was taken and filed with the Board. Such affidavit shall specify the county, the time of publication, and the paper in which the notice was published. The petitioner shall assume the cost of said publication. Proof of such publication shall be provided to the Drainage Board secretary prior to meeting, by petitioner and kept in the appropriate file.
5. Method of Notice- Notice shall be given to owners of all property within a distance of six hundred feet or two property owners, whichever is greater, from the boundaries of the affected property. Notification by certificate of mailing shall be sent not less than ten calendar days prior to the hearing, with said notice containing the following information. (Certificate of mailing-- Return receipts to be presented to Board secretary prior to meeting)
 - a. Docket number and the substance of the matter to be heard.
 - b. General location by mailing address, township, and recorded legal description of the property.
 - c. Name of the person or agency initiating the matter to be heard.
 - d. Time, Date, and place of hearing.
 - e. Statement that the petition may be examined at the office of the County Surveyor.
 - f. Statement that interested parties may offer an oral opinion at the hearing or may file written comments concerning the matter to be heard to or at the hearing.

Any other information, which may be required by law to be contained in such notice.

The Drainage Board will acknowledge requests to **Encroach** onto a legal drain easement. If not filing a regular petition the steps required to be placed on the agenda; are as follows;

1. Six (6) copies of site plan, to be filed with the County Surveyor.
2. A filing date to correspond with that of a Minor Plat (approximately two weeks before a meeting).
3. One check in the amount of (\$275.00 - \$ 375.00) correspond on size of the project.

Encroachment is any permanent structure constructed or placed in the easement.

Verification of “structure” and or “encroachment” should be directed to the Surveyor’s Office.

The County Surveyor is required to review projects that desire to **Outlet** into a legal drain. The County Surveyor shall require that the discharge concerns regarding the request be settled prior to the Drainage Board hearing. If not filing a regular petition the steps required to receive permission to outlet into a legal drain are as follows;

1. Six (6) copies of site plan.
2. Two (2) copies of Drainage Calculations.
3. The filing date should correspond with a major subdivision plat (approximately one month).
4. Fees correspond with that of a Minor, Commercial, or Major plat, review.

(Encroachment applications must accompany a discharge application)

Applications to Outlet are required for construction projects within the municipalities of the County. Projects within city limits that will directly discharge into a County Regulated Drain, must file an application to Outlet and Encroach.

Any question regarding legal drains should be directed to the Surveyor's Office for clarification.

Requirements for Surveyor Review

PETITION FOR THE REMOVAL OF OBSTRUCTIONS IN MUTUAL DRAINS AND NATURAL SURFACE WATERCOURSES

Comes now _____, who petitions the Johnson County Drainage Board, in accordance with IC 36-9-27.4, et. seq. for the removal of obstructions in a mutual drain or natural surface watercourse. Petitioner respectfully represents and shows to the Johnson County Drainage Board the following:

1. Petitioner is the owner of parcel number _____ per the records of the Johnson County Auditor and that said tract is upstream of a drainage obstruction within a private tile drain or a defined natural surface watercourse, causing an adverse effect on petitioners tract.
2. An obstruction to drainage exists on the downstream tract owned by _____ which is listed on the Auditors Records as parcel number _____ and whose address is shown as _____. Said obstruction is caused by _____ and is located _____. Petitioner believes there is a need for the removal of the obstruction because _____.
3. The petitioner has requested in writing and sent return receipt requested to the above named downstream owner, to remove the obstruction and at this time the obstruction has not been removed. In support of this, there is attached a copy of the letter requesting the removal of the obstruction with the original return receipt. It has been thirty (30) or more days since the receipt of the letter by the above downstream owner.
4. Petitioner has submitted a copy of the Auditors Parcel Map showing location of the drain; location of obstruction; watershed of drain; and size of drain if tiled.
5. Petitioner has submitted a list of the owners within the watershed of the private tile or natural watercourse showing names of owners; owners address; parcel number(s); and acres in the tract. All of this information is per the Auditors Records. Also included is the estimated acres benefited by the drain for each tract listed.
6. Petitioner believes that the obstruction was: *(Mark One)*

 ___ Caused intentionally by the downstream owner.
 ___ Not caused intentionally by the downstream owner.
7. Filing Fee \$ 275.00 (platted) \$ 375.00 (unplatted)

The County Surveyor will acknowledge requests to for a **PERIMETER DRAIN HOOK-UP** into a County Regulated Drain. The steps required to receive approval; are as follows;

1. One (1) copies of site plan, to be filed with the County Surveyor.
 2. Performance bond, in the amount of one thousand dollars (\$1,000.00). Refundable if done correctly
 3. Drain Maintenance Fund, in the amount of (\$200.00) non refundable Deposited in ditch fund
- The tile connection shall be inspected by the County Surveyor.
Contact the Surveyor's office Two business days prior to inspection.

The performance bond will be released to petitioner after Surveyors inspection.
Any question regarding Regulated Drains should be directed to the County Surveyor

The Drainage Board will acknowledge requests for **UTILITY CROSSING / Encroach** onto a legal drain easement. The steps required to be placed on the agenda; are as follows;

1. Six (6) copies of site plan, to be filed with the County Surveyor.
2. A filing date to correspond with that of a Minor Plat (approximately two weeks before a meeting).
3. Performance bond, in the amount of one thousand dollars (\$2,000.00).
4. Maintenance fund (\$ 200.00) Deposited in ditch fund

Encroachment is any permanent structure constructed or placed in the easement.
Verification of "structure" and or "encroachment " should be directed to the Surveyors Office.