

PROCEDURE FOR DRAINAGE PERMIT

1. The owner or his/her agent petitions for a drainage project by filing *Application for Drainage Project*.

_____ Map of drainage area including location of tiling and outlets. Map created by company installing tile is preferred.
_____ Copy of any Fish & Wildlife Easements
 - Drainage Administrator will create list of all landowners within 1 ½ miles downstream from the drain outlet with a 1/8 mile buffer from the center to each side; private drainage onto a depression or low area with no natural outlet requires signatures from land owners within a 1/2 mile buffer area from center of the area receiving the water. If all landowner approvals are submitted with the application a **permit fee of \$100** will be collected and a Drainage Permit will be issued after filing it with the Register of Deeds.
 - **All landowners listed on the property (ex. Husband & wife) will need to sign.**
 - If the work described in any drainage permit has not commenced within two (2) years from the date of issuance thereof, said permit shall expire. Applicant may request in writing an extension from the Drainage Administrator.
 - If the applicant does not obtain the signatures of the landowners a hearing will be held. (See #2-6.)
2. If a hearing is required, the Spink County Drainage Board shall publish notice in the newspaper in general circulation in the area of the proposed drainage, once a week for two (2) consecutive weeks.
3. Spink County Drainage Board shall also notify by certified mail not more than thirty (30) days, nor less than ten (10) days from the date set for the hearing to:
 1. All downstream landowners within a 1 ½ miles downstream from the drain outlet with a 1/8 mile buffer from the center to each side; private drainage onto a depression or low area with no natural outlet requires signatures from land owners within a 1/2 mile buffer area from center of the area receiving the water.
 2. Any county which would be affected by the water to be drained.
 3. The state highway department, county highway department, municipal government, water district, and township board of supervisors for any proposed drainage which will affect the right-of-way of any highway or roadway.
 4. Any person who has notified the Spink County Drainage Board in writing of the person's objection to the drainage project, and who has requested in writing notification of such hearing on the drainage project proposed.
4. A Spink County Drainage Board hearing will be held. **Your presence is required.**
5. **Fee for Drainage Hearing is \$250. If the application is approved at the hearing, the fee will be \$250 Hearing fee + \$100 Permit Fee = \$350**
6. Drainage Administrator posts copy of permit on county website.
7. File copy of permit at Register of Deeds (if approved)
8. A copy of your Filed Drainage Permit will be mailed to you.
9. Map or survey of completed project must be filed with Drainage Administrator.

A Drainage Permit issued by Spink County is not a 404 permit from United States Army Corp of Engineers (COE), or NRCS Wetland determination, which may also be required. Applicant and/or landowner is responsible for complying with all federal, state, and local regulations. A drainage permit does not absolve applicant of liability from other agencies or adjacent landowners.