

FIELD DRAIN TILE PERMIT CHECKLIST
(Attach to permit application)

Landowner name: _____

Designer / Installer name: _____

Contact phone number/address: _____

The channel or stream the tile system will discharge to: _____

(Twp-County-State road ditch / coulee / river / legal ditch / other-explain)

Size of immediate upstream culvert(s) from tile outlet (if any): _____

Size of immediate downstream culvert(s) from tile outlet (if any): _____

Is the land to be tiled already irrigated or is irrigation planned: Yes or No

Does the proposed tile outlet course drain to a public, legal ditch system: Yes or No

Total number of acres to be tiled: _____

Tile system drainage coefficient: _____

Tile spacings in field: _____

Will the tile system have surface water inlets: Yes or No

Maximum rate of discharge (gallons per minute): _____

Is a discharge pipe or tile line to be installed thru a road or spoil bank: Yes, Size: _____ or N

Type of Outlet: Gravity or Natural Outlet Lift Station or Pump Other _____

For tile pumps:

List total number of pumps and pump sizes in horsepower: _____

Is the pump a Variable Frequency Drive (VFD): Yes or No

All drain tile permit applications must include a detailed map showing the proposed drain tile course & outlet course. An operating plan must be included with this form if a pump, control structure, or shutoff gate are to be utilized. The applicant must inform and attempt to obtain affirming signatures from the neighboring downstream landowners. (A signature from an affected landowner is preferred, but not necessary for the Managers to review the permit application.)

- Unless otherwise permitted, a **3" separation is required** between the pump outlet pipe and the underground horizontal outlet pipe, to prevent forced pumping of water into the ditch.
- The inlet for the underground horizontal outlet **pipe cannot be higher than 6" above natural ground**. This elevation must be measured in the field, away from a road or ditch spoil bank.
- Tile outlet must be protected from erosion (rip rapped or other mechanical means).
- Tile outlet must be visibly marked to facilitate Right of Way mowing and safety.
- Tile outlet installed thru a spoil bank or road must be reviewed and approved by the District.
- Outlet pumps must be turned off during downstream flood events or during freezing conditions.
- All tile structures and equipment must be located outside of public road and/or ditch Right of Way.
- **Permits from other agencies may be required.**

Signature of Permit Applicant: _____