

NH Certified Culvert Maintainer Program Quick Reference Sheet

This is a brief guide to the NH Culvert Maintainer Certification program covered under RSA 482-A:3. For official legal obligations, please refer to RSA 482-A:3 and administrative rules Env-Wt 900.

Getting Certified

The following criteria must be met in order to become a NH Certified Culvert Maintainer:

- You must work for a NH State or Municipal Government Agency.
- You must attend a certification course from an approved provider and pass the exam, or have a Professional Engineering License.
- You must send an official application to NHDES.

Culvert Qualification Criteria

A culvert that needs replacement must meet the following criteria to be eligible for replacement under this certification without requiring a permit:

- The culvert must be less than or equal to 48 inches in diameter (inside diameter).
 - You may replace a culvert with one that is up to 50% larger in diameter, but cannot exceed 48”.
 - Inlet and outlet extensions up to 10 feet may be added.
 - Total realignment of 50 feet can be made (new inlet location distance from original inlet location plus new outlet location distance from original outlet location).
- The culvert cannot be within ¼ mile of a designated river.
- The culvert cannot be located in bogs, marshes, tidal wetlands, undisturbed tidal buffer zones, sand dunes, or prime wetlands/prime wetlands buffer zones.
- Work cannot disturb surface waters or wetlands.
- The culvert cannot be considered historic.
 - Check with NH Division of Historical Resources.
- The culvert cannot be a part of a multi-pipe crossing (double, triple culverts).
- The culvert must not have been subjected to repeated overtopping or replacement.
- Slip linings and other replacement alternatives are not covered under this certification.

Staying Certified:

The following list outlines the criteria that must be met in order to maintain status as a NH Certified Culvert Maintainer:

- You must adhere to NHDOT's *Best Management Practices for Routine Roadway Maintenance Activities in New Hampshire* guidelines.
- You must seek professional assistance when appropriate.
- You must file for permits when required.
- You must file quarterly work summary reports to NHDES.

Reporting Period	Report Due
January 1 – March 31	April 15
April 1 – June 30	July 15
July 1 – September 30	October 15
October 1 – December 31	January 15

- You must renew your certification every two (2) years.
 - You must submit a renewal application no later than December 15 of your current certification's expiration year.
 - You must take two (2) hours of continuing education from an approved provider. According to *Env-Wt 905.03(b)* of the official administrative rules, education must be in one of the following subject areas:
 - State rules and federal regulations governing culvert replacement and maintenance.
 - Culvert purpose and function.
 - Culvert design, including proper sizing, and installation.
 - Culvert replacement and maintenance techniques.
 - Best management practices for culvert replacement and maintenance.
 - Instruction must be undergone within the two (2) year term of the certification.
 - You must provide documentation of the instruction to DES upon applying for renewal.
 - A new certificate will be issued that is valid from January 1 of the issue year to December 31 of the following year.
- You must submit to random audits by NHDES.
- NHDES reserves the right to revoke a certification if the individual habitually commits offenses. Standard appeals process applies.