

SANITARY SEWER SERVICE LINE REIMBURSEMENT PROGRAM

INTRODUCTION

The Wheaton City Council has approved a Shared Cost Private Sanitary Sewer Service Line Repair Program. Through this program, the City will assist qualified residents by providing partial reimbursement for repairs on the portion of the private sanitary sewer service line, located within the public right-of-way (ROW).

Note: This excludes dedicated easements.

Participants must prequalify. See Prequalification Process below.

Reimbursement for eligible repair costs shall be, one-time, 50% of the repair costs up to a maximum of \$2,000. In addition, the City will restore the pavement, curb and gutter, and sidewalk located within the right-of-way at no cost to the property owner.

GENERAL INFORMATION

A defective sewer line could allow tree roots to enter from either a private or public tree. It is unlikely that removing the tree will have any immediate effect on an already affected pipeline. The City of Wheaton maintains that the "Urban Forest" is an important part of maintaining a cleaner environment. Therefore, should a resident request a parkway (public) tree be removed, it will be the responsibility of the homeowner to pay the "tree value" and removal cost.

Call 630-260-2121 during regular business hours, or 630-260-2161 other times, to report a sewer backup. City employees will respond in the order that calls are received.

PROCEDURES

1. Homeowner shall be responsible for notifying City Sewer Division when a backup occurs. City personnel will respond to determine if backup problems is in City's main sewer, and will advise homeowner.
2. Upon being informed that the backup is not being caused by the City's sewer main, the homeowner shall be responsible for securing the services of a qualified plumbing contractor.
3. It shall be the plumbing contractor's responsibility to investigate the sewer service lateral to determine the cause and location of the defect/blockage.
4. Should it be necessary to excavate to affect repairs on any part of a private sewer service lateral, it shall be the responsibility of the homeowner/plumbing contractor to procure required permits and provide bonding when applicable. Permits can be obtained from the Building Department at City Hall (630-260-2050).
5. When repair work is performed in right-of-way, homeowner/contractor shall be required to remove and properly dispose of spoil material. The homeowner/contractor shall backfill and compact excavation where applicable. In addition, parkway area shall be leveled.
6. As repair work takes place, (private or within the public right-of-way) the homeowner/contractor shall be responsible for notifying the City's Sewer Division of the need for inspection (630-260-2121). Sewer personnel shall inspect repairs prior to, during and following backfilling the excavation. When necessary, homeowner/contractor may be required to provide a temporary street pavement patch for repairs performed within a public right-of-way. Upon approval, City may assume maintenance responsibility of the temporary street patch.
7. All private sanitary sewer service lateral repair work is the responsibility of the homeowner. Should a private contractor be utilized, the homeowner is responsible for paying the full amount of the contract/invoice upon completion of the project according to any agreements made with the contractor. Those agreements are solely between the homeowner and contractor and do not involve the City.

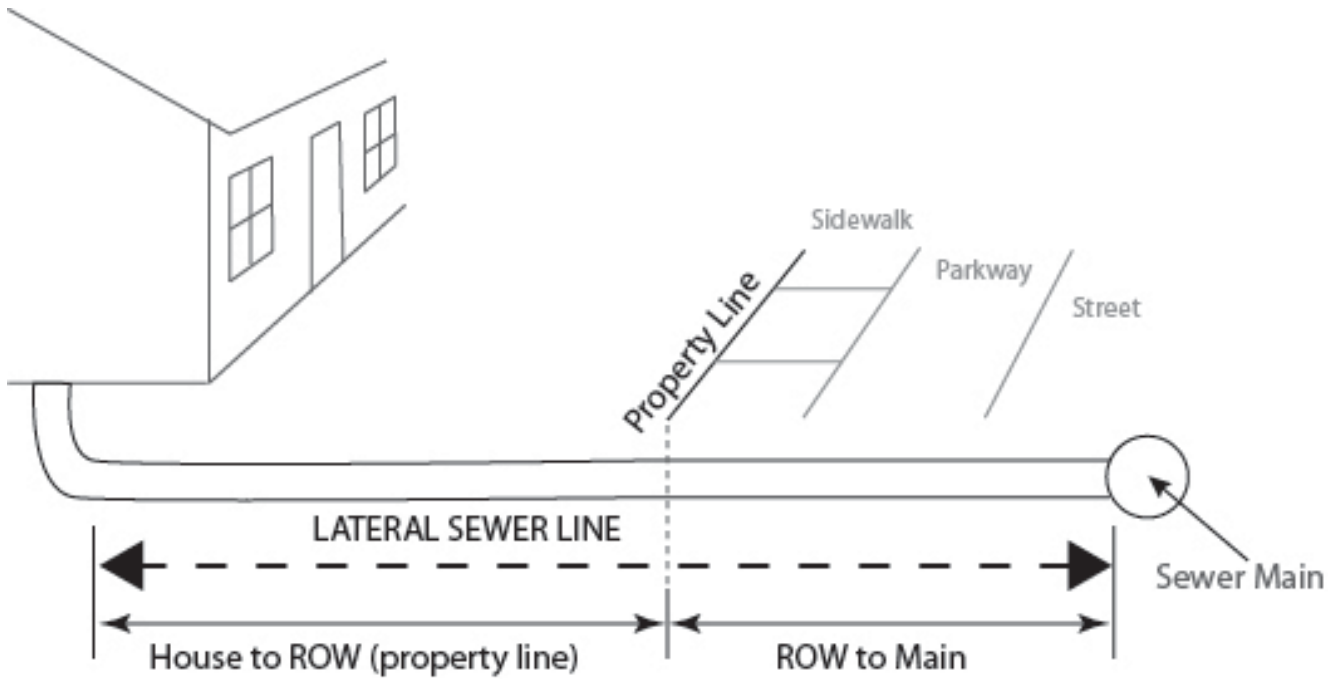
PREQUALIFICATION PROCESS

1. The homeowner will inform the Sewer Division of their intention to participate in this program.
2. In order to prequalify for participation in this program the homeowner or their contractor will provide either of the following:
 - a. A current video recording illustrating the nature and location of the problem.
 - b. Notification of excavation and making arrangements to have an onsite evaluation during excavation.

REIMBURSEMENT PROCESS

1. Homeowner submits request for reimbursement form with paid Invoice and copy of contract to the Director of Public Works or his designee. Contract/invoice must itemize service lateral work performed in right-of-way.
2. Director of Public Works or his designee reviews the request for reimbursement, and if in conformance with this policy, certifies the eligible repair costs and forwards request to the Finance Department for payment.
Payment is contingent upon sufficient funding in the annual budget for this activity at the time of request.

PUBLIC WORKS DEPARTMENT SANITARY SEWER SERVICE LINE MAINTENANCE REPAIR RESPONSIBILITY (JANUARY 2001)



	Private Property (House to Right-Of-Way (ROW))	Public Property (ROW to Mainline Sewer)	Comments
MAINTENANCE			
Routine - Normal Maintenance including roddings and root cutting	Homeowner 100% cost	Homeowner 100% cost	Must use qualified plumber and rod all the way to City main.
INSPECTION			
City televises mainline sewer	N/A	N/A	City will televise main sewer.
Plumber televises lateral or electronically locates blockage	Homeowner 100% cost	Homeowner 100% cost	Plumber hired by the homeowner.
REPAIRS			
Sewer service line repair or replacement with new pipe material, required excavation, backfill and restoration of disturbed surfaces.	Homeowner pays 100% of repair cost.	For prequalified homeowners the City assumes responsibility for Street, curb, and sidewalk restoration and a one-time 50%, not to exceed \$2,000, reimbursement for the sewer repairs within the ROW.	See prequalification process page 2 City permit/inspection required.

SHARED-COST REIMBURSEMENT PROGRAM PRE-QUALIFICATION FORM

Date: _____

Name: _____

Address: _____

Permit #: _____

This Location:

Does qualify

Does not qualify

Qualified by: _____

EVALUATION METHOD

On-site inspection: _____

TV inspection review: _____

PRIVATE SANITARY SEWER LINE REPAIR REIMBURSEMENT REQUEST

Name: _____

Address: _____

Phone (Home): _____ (Work): _____

Date sewer work was completed: _____

Name of Contractor performing work: _____

Sewer Division approval: _____ Date: _____

Total cost of eligible expenses: _____

Total amount of reimbursement requested: _____
(50% of eligible expenses not to exceed \$2,000.00)

Director approval: _____ Date: _____