City of Wheaton

Sanitary Sewer Service Line Reimbursement Program

Please Note: The City reserves the right to modify the policies, procedures and rules of this program or discontinue the program in its entirety as determined by action of the Wheaton City Council.

Revised 5/11/2022
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DISCLAIMER:

To qualify for partial reimbursement for the replacement of a sanitary sewer service line, the property owner must comply with the mandatory program conditions as stated in this packet. The City will not waive these conditions. Wheaton residents are not obligated to participate in the reimbursement program. However, residents may elect to have their sanitary sewer service line replaced independent of this program without reimbursement, subject to compliance with all applicable laws, codes and ordinances.
PROGRAM OVERVIEW

The City of Wheaton developed this reimbursement program to assist property owners with rehabilitating or replacing their sanitary sewer service line.

The City of Wheaton has two separate piping systems: a sanitary sewer system that conveys wastewater from homes and businesses to wastewater treatment plants; and a storm sewer system that carries storm water to streams. The sanitary sewer system has adequate capacity to convey wastewater. However, during intense rains, stormwater can enter the sanitary sewer system through inflow and infiltration. This program has been developed to reduce infiltration of ground water from private sanitary service lines by rehabilitating or replacing the entire private sewer service line.

The Wheaton City Code prohibits the discharge of stormwater, surface water, or groundwater into the sanitary sewer system. Therefore, as a condition to qualify for reimbursement, sources of stormwater such as foundation drains and sump pumps must be disconnected from the City’s sanitary sewer system if present.

Participation in this program is based on a first-come first-served basis and contingent upon budgetary authority, and budget fund availability. Participants must prequalify. See Prequalification Process on page 7.
DEFINITIONS

Building Drain

The part of the lowest horizontal piping of a sanitary drainage system that receives the discharge from soil, waste, and other sanitary drainage pipes inside the walls of the building and conveys it to the service line. The building drain terminates 5 feet outside the building foundation wall.

Service Line

The part of the horizontal piping of a sanitary drainage system that extends from the end of the building drain, receives the discharge of the building drain, and conveys it to a public sanitary sewer system. The service line begins five feet outside the building foundation wall and ends at the City’s sanitary sewer main.

Inflow

Water other than sanitary wastewater that enters a sanitary sewer system from sources such as roof leaders (downspouts), foundation footing tiles, yard drains, area drains, manhole covers, and cross connections between storm sewers and sanitary sewers. Inflow does not include infiltration.

Infiltration

Water other than sanitary wastewater that enters a sanitary sewer system from the ground through defective pipes, pipe joints, connections, or manholes. Infiltration does not include inflow.

Foundation Footing Tile

Foundation Footing Tiles consist of the drain (tile) pipe that is installed around the outside perimeter of a house and drains into a sump pit inside the home, which is then pumped to the outside. Once outside, the sump drainpipe can discharge to grade (at least 10 feet from the property line), discharge into a dry well or discharge into a storm sewer service that connects to the City storm sewer. (A permit is required for this work.)

Note: Some homes may have an existing, non-conforming, foundation footing tile that is connected to either the building drain (inside or near the home) or the sanitary service line (outside the home).
<table>
<thead>
<tr>
<th>Description of Work</th>
<th>Private Property (House to Right-Of-Way or Backyard Sewer Main)</th>
<th>Public Property (ROW to Mainline Sewer)</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>MAINTENANCE</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Privately owned service line cleaning - rodding and/or root cutting</td>
<td>Homeowner 100% cost (no City participation)</td>
<td></td>
<td>Use qualified plumber and rod all the way to City main</td>
</tr>
<tr>
<td><strong>INSPECTION</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>City-owned sewer main inspection</td>
<td>N/A</td>
<td></td>
<td>City will televisé sewer main</td>
</tr>
<tr>
<td>Privately-owned service line inspection</td>
<td>Homeowner 100% cost (no City participation - reimbursement if homeowner completes Service Line Reimbursement Program)</td>
<td></td>
<td>Plumber hired by the homeowner</td>
</tr>
<tr>
<td><strong>REPAIRS</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Privately owned service line repair</td>
<td>Homeowner pays 100% of repair and restoration cost (no City participation)</td>
<td></td>
<td>Permit and inspection required</td>
</tr>
<tr>
<td><strong>COMPLETE REHABILITATION OR REPLACEMENT</strong></td>
<td></td>
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<tr>
<td>Privately owned complete service line replacement or rehabilitation</td>
<td>For prequalified homeowners the City assumes responsibility for restoration within the ROW and a one-time 65%, not to exceed $13,000, reimbursement for the sewer replacement or rehabilitation.</td>
<td></td>
<td>See prequalification process - page 7. City permit and inspection required</td>
</tr>
</tbody>
</table>
PROGRAM DETAILS

Eligible Properties

Single-family residential homes located within the corporate limits of the City of Wheaton that are connected to a City-owned sanitary sewer main, are eligible for participation in this program with the following conditions:

- The property owner must be in good standing with the City of Wheaton with regards to outstanding debt owed to the City (utility billing, parking tickets, fines/fees owed to the City, etc.); and
- Subject property sanitary sewer service line must be televised, and property owner must demonstrate that the proposed work will result in a service line that complies with Wheaton City Code.

The City of Wheaton will reimburse 65% of eligible costs, up to $13,000. 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. Residents with a backyard sewer main will receive the one-time reimbursement and be responsible for all restorations.

Disconnection of all Prohibited Sources

In order to qualify for reimbursement, all prohibited sources (stormwater, surface water, groundwater, roof runoff water, sub-surface drainage, runoff water from ground or paved areas or any flows other than wastewater from any building, structure or real estate) must be disconnected from the City’s sanitary sewer system. Reimbursement for disconnection of foundation footing tile is available through the City’s Foundation Footing Tile Separation Program.

Costs Eligible for Reimbursement
(Maximum reimbursement: 65% of eligible costs, up to $13,000)

- Televising of house building drain/sewer line (only if approved for the program).
- Cost of locating, excavating, and exposing the house sanitary service line.
- Cost of material and installation of new pipe or cured-in-place pipe liner, all fittings, backfill (as needed).
- Cost for the installation of a cleanout.
- Cost of topsoil and grass seeding to restore disrupted grass/lawns.

Costs Not Eligible for Reimbursement:

- Planting or replacing new landscaping (bushes, trees, sod) or hardscape (fences, walls, etc.).
- Tree removal costs.

Reimbursement is intended to be available for each property up to the reimbursement limits. Change of property ownership does not reset full reimbursement eligibility.
HOW TO APPLY

☐ **Step 1:** The property owner must call the Sewer Division at 630-260-2107 or 630-260-2121 or send an email to swalsh@wheaton.il.us to let the City know you’d like to participate in this program. City staff will then determine whether your property is eligible to participate in this program.

To prequalify for participation in this program the homeowner will provide either of the following:

☐ A current video recording illustrating the nature and condition of the service line.
☐ Notification of excavation and arrangements to have an onsite evaluation during excavation.

Homes without a sump pump may have a foundation footing tile connected to the sanitary service line. If this is discovered, the City will require it be removed. This may amount to additional expenses for the homeowner. *See Foundation Footing Tile Reimbursement Program for more information.

Does your home have a sump pump  Yes ☐  No ☐

☐ **Step 2:** Either you or your qualified contractor must apply for and obtain a permit from the City’s Building and Code Enforcement Department. Submit the following documents:

- Permit application
- Site plan showing the existing and proposed sanitary service line, sanitary sewer main, watermain, and water service location along with information on the type of connection that will be made from the sanitary service line to sewer main.

☐ **Step 3:** After the Building and Code Enforcement Department issues a permit, the plumber will perform the work and have inspections performed by the City, as required by the City Building and Code Enforcement Department.

☐ **Step 4:** After the work has been inspected and approved, the property owner will need to pay the full amount to their contractor(s), then submit the following to the Public Works Department for reimbursement:

- Completed Request for Reimbursement Form
- Property Owner Participation Agreement
- Copy of paid and itemized invoice from the contractor(s) that performed the work
- Copy of a cancelled check (both sides), and/or a copy of a credit card receipt, indicating that the property owner has paid all contractor(s) as proof of payment in full

  ▪ If payment in full to the Contractor prior to reimbursement would create a financial hardship, please contact the Sean Walsh at 630-260-2107 or swalsh@wheaton.il.us.

☐ **Step 5:** The Director of Public Works will review the Request for Reimbursement and, if in conformance with this policy, will certify the eligible improvement costs. Property owners will receive reimbursement approximately 3-4 weeks after all of the required paperwork is submitted, and approved, by the City.
PROPERTY OWNER PARTICIPATION AGREEMENT

City of Wheaton Sanitary Sewer Service Line Reimbursement Program

The Sanitary Sewer Service Line Reimbursement Program was established by the City of Wheaton to assist residents in bringing their sanitary sewer service lines into compliance with Wheaton City Code. The program provides for 65% reimbursement of eligible costs up to a maximum of $13,000 and restoration in the right-of-way, when applicable.

Prior to the installation of any plumbing facilities for which the property owner anticipates reimbursement, the specific plans, including the written proposal, must be submitted to the Building and Code Enforcement Department for approval. No work can be commenced until City approval is obtained and a permit is issued. The City must be notified to inspect the proposed work, as required under any permit.

Reimbursement of eligible items at approved amounts will be made after work is completed, inspected, and approved by the City. A completed “Request for Reimbursement” form must be completed and submitted with other documentation, such as the detailed invoice and a copy of the cancelled check (both sides) providing evidence that the project was paid for, in full, by the property owner.

The City shall have no liability for any defective work or other damage, injury and/or loss on account of any act or omission of the contractor in the performance of the work. The property owner shall make any claim for such matters directly against the contractor or contractor’s insurance carrier. The property owner hereby agrees to indemnify and hold the City harmless against any and all claims and further covenants not to sue the City for any and all claims.

If the property owner fails to comply with all requirements of this agreement or to complete installation as provided in this agreement, the City has no obligation to reimburse the property owner.

I understand and agree with all of the above statements and agree to comply accordingly.

_______________________________ _____________________________________ ____________
Property Owner (Print Name)  Signature     Date

____________________________________________________________
Property Address
REQUEST FOR REIMBURSEMENT FORM
City of Wheaton Sanitary Sewer Service Line Reimbursement Program

Name: ____________________________________________________________

Address: _________________________________________________________

Phone: (Home) __________________________ (Work) _______________________

Email: ____________________________________________________________

Date plumbing work was completed: __________________________________________________________________________

Permit number issued: _______________________________________________________________________________________

Name of contractor performing the work: ______________________________________________________________________

Total cost of eligible expenses: ______________________________________________________________________________

Total reimbursement requested (65% of eligible expenses, not to exceed $13,000): _________________________________

OWNER CERTIFICATION

I, _______________________, am the owner of the premises indicated above and I certify that all information contained on this form is true and accurate to the best of my knowledge.

Signature ___________________________________________ Date ______________

CONTRACTOR CERTIFICATION (Required by plumbing or sewer contractor)

I, _______________________, of ______________________________, certify that all work completed under this program has been performed in accordance with all applicable City Codes.

Signature ___________________________________________ Date ______________

DIRECTOR OF PUBLIC WORKS CERTIFICATION

I, Vincent Laoang, as the Director of Public Works, certify that I have reviewed the application for the plumbing permit and this Request for Reimbursement Form. Further, I am satisfied that the cost of the plumbing work completed, and the reimbursement amount are accurate and are made in accordance with all provisions of this program. Therefore, I recommend the reimbursement amount be paid.

Signature ___________________________________________ Date ______________

OTHER DOCUMENTS REQUIRED:

☐ Request for Reimbursement Form
☐ Property Owner Participation Agreement
☐ Copy of contractor’s itemized invoice
☐ Copy of a cancelled check (both sides) and/or a copy of a credit card receipt, indicating the property owner has paid all contractor(s) as proof of payment in full