

Residential Sanitary Sewer Lateral Repair Program

The City of Chesterfield, MO

On April 4, 2000, a majority of the registered voters of the City of Chesterfield voted their approval for an annual fee of \$28 to pay the cost of certain repairs of defective sewer laterals for all residential buildings having six (6) or less units. The \$28 fee is included on your Real Estate Tax Bill, collected by St. Louis County, for all property assessed as residential. The repair program took effect on January 1, 2001.

The program will cover the cost of certain repairs up to a maximum of \$15,000. Any costs in excess of this amount will be the responsibility of the property owner. A non-refundable application fee of \$200 shall apply to the cost of any repair undertaken in conjunction with this program.

If a property owner is experiencing a problem with their lateral sewer service line, the owner must first contact a licensed plumbing company or a licensed drainlayer to have the line cabled. (Sometimes the problem is not with the line itself, but may have become clogged by materials in the line.) As a common home maintenance expense, the cost of this cabling is not reimbursable by the City. If the problem is not resolved by cabling of the line, the owner can obtain a Residential Sanitary Sewer Lateral Repair Program Application at the Chesterfield City Hall located at 690 Chesterfield Parkway West between the hours of 8:30 a.m. and 5:00 p.m., Monday through Friday. The application and sewer lateral repair policy and procedures document can also be accessed online at the "What's New" section of the City's website, <http://www.chesterfield.mo.us>.

Recognizing that the program does not apply to those residential buildings with more than (6) units, the City Council has authorized the refund of the \$28 fee to those property owners that do not qualify for the program. In order to obtain the refund, the property owner must complete a refund form and submit a copy of their paid 2003 real estate tax bill. The paid tax receipt can be obtained from the St. Louis County Department of Revenue, at no charge, by calling their Customer Service Department at (314) 615-5500. The refund form is also available at City Hall, and can also be accessed online at the City's website. It will take approximately two weeks to process the refund.

If you have any questions regarding the Residential Sanitary Sewer Lateral Repair Program, please contact the Public Works Department at (636) 537-4762.

Residential Sanitary Sewer Lateral Repair Program - Policy & Procedures

The City of Chesterfield, MO

SECTION I - GENERAL

A. The Owner of a single family home, duplex, condominium building, or multi-family building containing not more than six (6) dwelling units may recover one hundred percent (100%) of the authorized costs (up to \$15,000) in repairing defective lateral sewer service lines serving the property of the Owner, in compliance with the City of Chesterfield's Residential Sanitary Sewer Lateral Repair Policy and Procedures governing this program. The policy and procedures stated in this document must be followed in order to benefit from this program.

B. Commercial and industrial properties cannot participate in the program. Multi-family and condominium developments that contain more than six dwelling units per building are not eligible for this program.

C. Each Owner of a single family home, duplex, condominium building, or a multi-family building containing not more than six (6) dwelling units shall be assessed \$28.00 per year on their annual tax bill. Owners, who are delinquent in paying the tax bill, will not be allowed to participate in the program.

D. A lateral sewer service line is a sewer line which extends from three to five (3-5) feet outside of the building foundation wall or exterior wall to the sewer main in the street or sewer easement. It does not include a sewer line located under any part of any building or structure. A lateral sewer line may be located in a front, side, or rear yard.

E. Lateral sewer service lines that extend from three to five (3-5) feet outside of the building foundation wall or exterior wall to septic tanks are eligible; however, repairs to all mechanical, electrical & tank components, and the drain field, are ineligible.

F. A defective lateral sewer service line is defined as a line that is not functioning properly due to one or more of the following reasons:

- Collapsed or broken to the extent that free flow is not permitted.
- Severe offset of a joint that does not permit free flow.
- Severe backfall or belly that does not permit free flow.
- Severe blockage that can not be cabled out.

Tree roots growing through the bells and joints of the pipe are not considered to cause the line to be defective. Removal of the roots, which is a routine maintenance issue with older lateral sewer service lines, will allow the line to function properly.

SECTION II - INVESTIGATION

A. If an Owner is experiencing a problem with their lateral sewer service line, the owner must first contact a licensed plumbing company or a licensed drainlayer to have the line cabled. (Sometimes the problem is not with the line itself, but may have become clogged by materials in the line.) As a common home maintenance expense, the cost of this cabling is not reimbursable by the Program. If the problem is not resolved by cabling of the line, the Owner should contact the City of Chesterfield Department of Public Works between the hours of 8:30 AM and 5:00 PM, Monday through Friday, to secure an application packet.

SECTION III - APPLICATION BY PROPERTY OWNER

A. The Owner, not the tenant, must submit application for participation in the program. The application packet can be found on the City of Chesterfield's website, www.chesterfield.mo.us, or can be obtained at City Hall located at 690 Chesterfield Parkway West, between the hours of 8:30 AM and 5:00 PM, Monday through Friday.

B. A non-refundable application fee of \$200, which covers the cost of the initial video investigation, shall apply.

C. A completed application form is to be submitted to the Department of Public Works by the property owner with 1) \$200 application fee, 2) written documentation from a licensed plumbing company or licensed drainlayer that the line could not be opened, and 3) paid tax receipt.

SECTION IV - CITY REVIEW

A. Department of Public Works verifies problem by use of video camera service company (annually contracted by City) and/or dye testing.

B. The video service company will schedule an appointment with the owner to perform the video investigation and will mark on the lawn the location of the line.

C. Department of Public Works reviews videotape and report by video company and either accepts or denies repairs.

D. Priority for video investigations and any necessary repairs are based on a first come, first served basis.

SECTION V - REPAIR & REIMBURSEMENT PROCEDURE

A. If it is determined from the video investigation that the lateral sewer service line is defective, the Owner shall solicit bids for the necessary repair work from at least three (3) contractors, who shall be Master Drainlayers, licensed by St. Louis County. The Department of Public Works has prepared a list of licensed Master Drainlayers to assist the property owner in selecting three (3) contractors to solicit bids from. This list is updated periodically, and can be found on the City's website, www.chesterfield.mo.us, and is also included in the packet of information given to the Owner. The Owner does not have to select contractors from this list.

B. From the bids received, the Owner may hire the contractor which they determine to be the best contractor to perform the work. However, as outlined in paragraph H below, the Program will only pay for an amount equal to the lowest responsible bid that was received by the Owner, up to the \$15,000 limit. The selected contractor shall obtain the necessary permits from the City of Chesterfield and St. Louis County, and shall perform the work in accordance with all applicable City and County codes.

C. If the Owner requests a change in the scope of the bid or a change in the bid amount, such changes must be approved by the Department of Public Works.

D. The Contractor selected by the Owner shall be responsible for locating all underground utilities prior to commencing work.

E. The corrective work which is subject to reimbursement under the Program is limited to the excavation and repair of the lateral sewer service line, backfilling in a workmanlike manner, repairing sidewalks, driveways, and street pavement, and sodding of all disturbed areas. Additional work not covered by the program and shall be done at the Owners expense.

F. The cost associated with the repair of street pavement and sidewalks located within public or private right-of-way shall not be included within the \$15,000 limit.

G. In the event that accessory structures such as, sheds, garages, porches, decks, ect., or fences, patios, landscaping and retaining walls, are in the path of the lateral sewer service line and lie over the damaged portion of the line, the Owner will be responsible for moving, and/or relocating any of these items, and will also be responsible for any and all costs associated with moving, and/or relocation of these items.

H. Upon completion of the corrective work, the Owner shall notify the Department of Public Works that the work is complete and shall file the following with the Department: 1) copy of all three bids received, 2) the itemized bill from the Contractor, 3) lien waivers from the Contractor, 4) a written statement that the work has been completed to the Owners satisfaction. The City will make a combined payment to both the Contractor and the Owner equal to 100% (up to \$15,000) of the corrective work as stipulated in paragraphs E and F. above, not to exceed the amount of the lowest responsible bid.

I. When the Department of Public Works determines that an emergency or special circumstance exists, such as the Owner being incapable of soliciting bids, the bidding requirements may be waived by the Department of Public Works. In these special situations, the Department of Public Works shall obtain a bid from a Contractor, and if the bid is in order, shall have the Contractor perform the work on behalf of the Owner.

J. When the Department of Public Works determines that an alternative method of repair (e.g. trenchless) would be best suited to fix the identified problem, the Department of Public Works will require the Owner to solicit bids from a select list of contractors who perform this specialized type of work. The Department of Public Works will supply the Owner with a special set of bid specifications for this alternative method of repair.

SECTION VI - ELIGIBLE REIMBURSEMENT COSTS

The following costs are authorized for reimbursement under the program:

A. The cost of dye testing and/or further video investigation of the sanitary lateral sewer service line to determine the location and cause of the blockage or leak.

B. The cost of excavation, backfill, and repair or replacement of the defective lateral sewer service line. This program does not cover excavation and repair of a defective lateral sewer service line which is located under the building or structure.

C. Site restoration is limited to re-establishment of a reasonable grade using materials on-site, and sodding of all disturbed areas.

D. The cost of restoration of street pavement or sidewalk located on public or private right-of-way, and driveways and sidewalk located on private property, in accordance with paragraph F of Section V, Repair & Reimbursement Procedure.

E. Administrative costs incurred by the City including but not limited to bidding, contract management costs, cost of materials and labor for repair to public infrastructure and other offsite work done by the City under this policy. Such costs shall include recovery of the proportional amount of salary and benefits costs incurred in administration of this program. Such costs shall be reimbursed to the General Fund of the City as miscellaneous income.

SECTION VII - NON-ELIGIBLE COSTS

The following costs are not authorized for reimbursement under the program:

A. The cost of interior clean-up or other damage to the interior of the home or personal property caused by sanitary sewer back-ups resulting from the failure of the sanitary sewer lateral.

B. The cost of lost wages or income to the home occupant due to absence from work necessary to work with the City or contractors to complete the repairs necessary under the program.

C. The initial cost of cabling or other similar methods to attempt to clear the blockage prior to repair, in accordance with paragraph A of Section II, Investigation.

D. The cost of repair, replacement, relocation, or damage to mailboxes, underground sprinkler systems, underground dog fences, trees, shrubs, landscaping, retaining walls, fences, patios, porches, decks, accessory structures, or any damage caused by the performance of the contractor.

E. All costs, if it is determined that the need for such repair or replacement of the sanitary sewer lateral is determined to be the result of a natural disaster, negligence or damage during the course of other excavation or construction on the site.

SECTION VIII - PROGRAM'S FUND

A. No individual repair shall be charged against the fund in an amount in excess of Fifteen Thousand Dollars and No Cents (\$15,000.00). Any costs in excess of this amount shall be the responsibility of the Owner.

B. The City shall invest the money collected for this Fund until needed. Any interest earned shall be added to the Fund. The money in this Fund is dedicated to and shall be used only for sewer lateral repairs, including all administrative costs incurred by the City, in accordance with paragraph E of Section VI, Eligible Reimbursement Costs.

C. As stated in Section 2 of Ordinance No. 1814, the Public Works and Parks Committee may periodically amend these guidelines in the best interests of the City and its homeowners, except as state law may restrict them.