

Crestwood Sanitary Sewer Lateral Repair Policy

1. PROGRAM OVERVIEW

As of January 1, 1999, the owner of a single family home, a duplex or an apartment development containing not more than six (6) dwelling units may recover one hundred percent (100%) of the authorized costs, up to a maximum of \$10,000, in repairing defective sanitary sewer lateral service lines serving the property of the owner. Property owners will be responsible for 50% of repair costs in excess of \$10,000. Notwithstanding, the total annual expenditures shall not exceed the amount budgeted for the sewer lateral fund for the current fiscal year.

This program was established and is funded by a \$28 annual fee adopted by voters. The amount of this fee may be lowered by the Board of Aldermen, but may not be raised unless voters approve an increase.

A sanitary sewer lateral service line is a sewer line, which extends from outside 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 the building, including such structures as porches, decks, etc.... A lateral sewer service line may be located in a front, side, or rear yard.

2. ELIGIBILITY

All residents are eligible for sanitary sewer lateral line cabling and a camera investigation of their sanitary sewer lateral line by the City if they meet any of the following criteria:

1. The resident has contracted with a cabling company, and that company cannot open the sanitary sewer lateral line. In this case, the City will contact its cabling contractor to attempt to open the sanitary sewer lateral line and perform a camera investigation. The cost to the resident for the initial cabling is not an eligible expense and shall be paid by the resident. The cost for the City to cable the line and perform the television inspection is an eligible expense and will be paid by the City.
2. The resident can provide receipts for three (3) sewer lateral cabling with the previous eighteen (18) months. In this case, the City will contact its cabling contractor to perform a cabling and camera investigation. The cost to the resident for the three (3) initial cabling is not reimbursable and shall be paid by the resident. The cost for the City to cable the line and perform a television inspection is an eligible expense and will be paid by the City.
3. The resident can provide a receipt for a cabling and camera investigation and the video of the camera investigation. The cost to the resident for the cabling and camera investigation is not reimbursable and shall be paid by the resident.
4. There are sinkholes or other visual evidence in the resident's yard, which indicate, based upon City staff experience and/or MSD dye test, that the sanitary sewer lateral line may have a defect. In this case, the City will contact its cabling contractor to perform a

cabling and camera investigation of the sanitary sewer lateral, which will be paid by the City.

3. WORK COVERED BY THE PROGRAM

This program only funds the following work:

1. Excavation, repair or replacement of the defective portion of the lateral sewer line, or removal of brick(s) in the line.
2. Installation of a yard cleanout (if needed).
3. Backfilling and compaction (by jetting, tamping, or other) of the disturbed portion of the site, rough graded, and covered with straw to minimize erosion.
4. The replacement or repair of sidewalks, driveways and streets damaged or removed in order to accomplish the repair. Only the replacement of the portion of paved surface that must be removed or damaged to accomplish the sewer repair is covered under this program.

4. WORK NOT COVERED BY THE PROGRAM

The following are not covered by this program:

1. Cabling of the sewer lateral line, unless covered through ELIGIBILITY above.
2. Minor cracks or misaligned pieces of sewer lateral line that do not interfere with the flow in the sewer lateral.
3. Sewer lateral lines that are infiltrated by roots that can be addressed by routine maintenance.
4. Removal of foreign objects (such as toys, rock, et cetera) from the sewer lateral.
5. A sewer lateral with a “belly” or localized depression due to minor settling will not inhibit the flow in the sewer lateral and the City will not repair the sewer lateral.
6. A sewer lateral with a minor offset or a minor dropped joint will not inhibit flow in the sewer lateral and the City will not repair the sewer lateral.
7. Rerouting anything in the path of the sewer lateral line or that lies over the defective sanitary sewer lateral line. The City reserves the right to reroute the line or to require the property owner to move any accessory structures or landscaping amenities at the property owner’s expense.
8. The City is not responsible for any damage caused by the contractor, including, but not limited to damage to underground sprinkler systems, invisible dog fences, landscaping, or foundations.
9. Locating an existing exterior sanitary sewer lateral cleanout.

5. PROPERTY OWNER RESPONSIBILITIES

The following items are the sole responsibility of the property owner. Neither the City nor a City contractor will be responsible for any of the following:

1. The property owner must provide access to their sanitary sewer lateral for the investigation contractors and repair contractors, both inside and outside the residence.
2. Relocation of landscaping features and facilities, sprinkler systems, dog fences, lights, structures, and other improvements. These improvements must be relocated prior to the work commencing. If they are not relocated, and are subsequently damaged during the course of the work, they will not be repaired by the City or the contractor. This is inclusive of all improvements on the route needed to access the investigation or repair location.
3. Groundcover restoration, such as grass or any other type of ground cover.
4. Fine grading of the site after repair work.
5. Future settlement along the length of the repair.
6. Maintenance and protection of the sewer cleanout and cap (if applicable) is the responsibility of the homeowner.
7. The sewer lateral cleanout cap (if applicable) is to be in place at all times, except when the sewer lateral is being serviced.
8. The sewer lateral cleanout (if applicable) is not to be utilized for drainage purposes.
9. Debris that has fallen or dropped down the sewer cleanout (if applicable) needs to be removed by the property owner.
10. No cooking or automotive oils, or grease products should be disposed of down the sewer lateral or clean out.

6. APPLICATION PROCEDURES

1. Property owners seeking a sewer lateral repair under this program must contact the City and complete a Sewer Lateral Investigation application and sign a hold harmless agreement. No permits will need to be obtained by the homeowner. All applicable permits will be the responsibility of the City's contractor.
2. The City will be provided the results of the cabling and camera investigation work for review, which can take up to five business days.
3. The City will determine if the sewer lateral qualifies for repair.
 - a. If so, the City will coordinate repair activities with the City's repair contractor.
 - b. If not, the City will notify the property owner of the determination.

7. APPLICATION REVIEW

All investigations will be reviewed by Public Works and assessed as one of the following:

1. Blockage in need of immediate excavation and repair.

- a. The City will coordinate repair activities with a repair contractor to replace the section of the sewer lateral line that is blocked. Any sewer lateral line which cannot be properly investigated due to a blockage shall be considered blocked and is eligible for repair.
 - b. As part of this repair, the City of Crestwood may install an exterior sewer lateral cleanout. The sewer lateral cleanout cannot be located in the right-of-way or an adjacent property, it must be on the sewer lateral owner's property.
 - c. As part of this repair, if City staff determines that there are substantial deficiencies in the sewer lateral outside the area of the current blockage, the City of Crestwood may extend the limits of the sewer lateral repair in an attempt to avoid future repairs. The City may cable and camera the remainder of the sewer lateral to determine the need for additional repairs, the cost of which is covered as part of this program.
 - d. If the sewer lateral line repair work crosses over into a neighbor's yard, the neighbor shall be required to sign a form giving consent for access to their property.
2. Cracked or broken sewer lateral line which is in need of excavation and repair.
 - a. The City will coordinate repair activities with a repair contractor to replace the section of line that is cracked or broken.
 - b. As part of this repair, the City of Crestwood may install an exterior sewer lateral cleanout. The sewer lateral cleanout cannot be located in the right-of-way or an adjacent property, it must be on the sewer lateral owner's property.
 - c. If the sewer lateral line repair crosses over into a neighbor's yard, the neighbor shall be required to sign a form giving consent for access to their property.
 3. Maintenance issue to be addressed by the property owner; not covered by this program
 - a. If the lateral sewer line is not broken, cracked, or completely blocked, then it is not eligible for this program, unless it meets Section 8 below. The property owner is responsible for periodic cabling of the line to keep it open and functioning properly.
 - i. This includes minor cracks or misaligned pipes that do not interfere with the flow in the sewer lateral
 - ii. This includes sewer lateral lines which have been infiltrated by roots
 4. Not eligible.

8. OTHER EXTERIOR CLEANOUT INSTALLATION

In cases where the sewer lateral has been determined to be defective due to the number of tree roots, and there is no exterior cleanout, the City of Crestwood may fund the installation of an exterior cleanout to allow the proper cabling of tree roots. The expense of all future cabling is the responsibility of the property owner. The installation of exterior cleanouts will be subject to available funding and is secondary to sewer lateral line repairs.

9. APPEALS PROCESS

An applicant who feels that City Staff has interpreted any portion of this policy incorrectly may appeal to the Public Works Board.

10. OBTAINING CONTRACTUAL SERVICES

The City's cabling and camera investigation contract shall be obtained on a competitive bid basis. This contract shall meet all requirements outlined in the purchasing policy of the City of Crestwood and applicable state laws. The responsibility of this contract shall be:

1. Cleaning of blockages and tree roots using a cable and cutter inserted into the line through an exterior cleanout, interior cleanout, or roof vent.
2. Investigation of the cause of the initial blockage by inserting a camera through the access point.
3. Marking the approximate location of the blockage on the ground surface directly above the blockage, direction and depth.

The City's repair contract shall be obtained on a competitive bid basis. This repair contract shall meet all requirements outlined in the purchasing policy of the City of Crestwood and applicable state laws. The responsibility of this contract shall be any or all of the following as directed by the Department of Public Works:

4. Installation of appropriate sediment control devices prior to the excavation of the subject property.
5. Excavation and repair of a portion or portions of the sewer lateral service line.
6. Installation of a cleanout (only in the event of a repair) to facilitate the periodic maintenance of a lateral sewer service.
7. Backfilling and compaction (jetting, tamping or other) of material from the excavation. All backfill material shall remain on site, and be rough graded, then covered with straw to minimize erosion. Fine grading will be the responsibility of the property owner.
8. Repair or replacement of pavement (streets, private and public sidewalks, and driveways) directly impacted by the lateral service line repair.
9. Removal of unnecessary sediment control devices and temporary stabilization of disturbed areas with straw.
10. Any and all requirements of applicable permits issued by the City, St. Louis County and MSD.
11. Any improvements damaged by the Contractor outside of the area necessary to access or complete the investigation will be the responsibility of the repair contractor. Destruction of any property corners by the contractor is the contractor's responsibility to replace.
12. Restoration in accordance with Section 5 Property Owner Responsibilities.

Nothing in this article should be interpreted as requiring a resident to use the City's repair contractor. Any resident eligible for a sewer lateral repair may also elect to obtain three written bids for the sewer work. These bids must be provided to the City of Crestwood, who will then

contract with the lowest responsible bidder to perform the necessary sewer lateral repair, up to the cost of the current contract. The City reserves the right to reject all bids if deemed not responsible by the Director of Public Works. Should this occur, the applicant will have the option of using the City contractor or obtaining three new written bids.

11. REPORTING

In May of each year, city staff will provide the Board of Aldermen with a report consisting of the following:

1. The balance of the sewer lateral fund as of the first day of April.
2. The total annual amount of repair funds expended by the sewer lateral fund for each of the three preceding fiscal years.
3. The total number of repair applications received during each of the three preceding fiscal years.
4. The total number of repairs approved during each of the three preceding fiscal years, and the average cost per repair.