

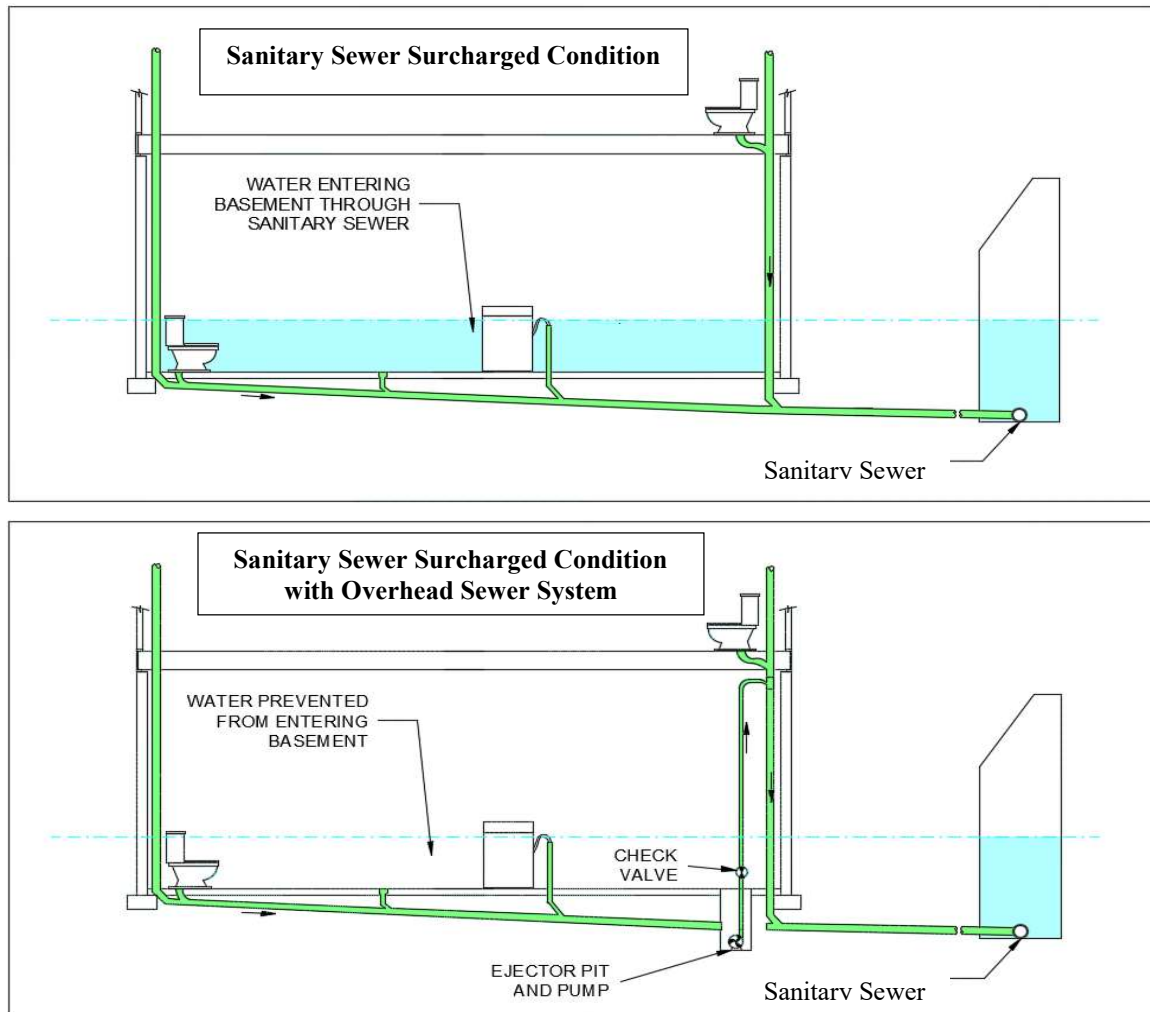


## **URBANA & CHAMPAIGN SANITARY DISTRICT OVERHEAD SEWER PROGRAM**



## **INTRODUCTION**

Sometimes the sanitary sewer system cannot transport all of the water received during a heavy rainfall event. Leaking pipes and manhole joints or illegal connections of downspouts, footing drains, and sumps to the sanitary sewer all add extra flow to sanitary sewers. When these improper flows are too large, the sanitary sewer pipes become surcharged and back-up into basements and lower levels of homes and businesses as shown on the graphic below.



No one who has experienced a sanitary sewer backup will soon forget it. In addition to the physical damage caused by sanitary sewer backups, there is a constant fear that a backup will happen again. The Urbana & Champaign Sanitary District (UCSD) has developed this Overhead Sewer Program to assist residents who have had any sanitary sewer backups resulting from surcharging during heavy rainfall events. Assistance is available by participating in the

Overhead Sewer Cost-Sharing Program. Owners of certain residential property as defined below may be reimbursed for certain expenses incurred to install a sewage ejector system with overhead sewer pipes. An overhead sewer system substantially reduces sanitary sewer backups from surcharged sewers during heavy rainfall events.

## **PROGRAM DESCRIPTION**

The City of Champaign, the City of Urbana, the Village of Savoy, and UCSD each have on-going programs to repair and replace aging and deteriorating sanitary sewer pipe to reduce sewer surcharging caused by heavy rainfall events. Although these agencies spend a combined total of approximately \$3,000,000 each year to perform work on the sanitary sewer system, some sanitary sewer surcharging and backups still occur. The Municipalities and UCSD have each developed an Overhead Sewer Program to assist property owners who have sewer backups from sewer surcharging caused by heavy rainfall events.

If you own property in the corporate limits of Champaign, Urbana, or Savoy and you wish to participate in their program, contact your community's Public Works Department.

To participate in UCSD's program, the property must be located outside of the city limits of Champaign, Urbana, or Savoy, but within the UCSD service boundaries. The property owner must complete an application and submit a simple plan of the installation (usually prepared by the licensed plumbing contractor) for UCSD to review and approve. After the installation plan has been approved, the property owner will pay a licensed plumber to install the system.

After the installation is complete, UCSD will arrange for a final inspection of the overhead sewer system. Once the installation has been approved by UCSD, the property owner may submit a copy of the paid receipt for partial reimbursement. Reimbursement will be up to 75% of the cost of the project, but will not exceed \$5,250. Approval of the installation is the sole discretion of UCSD and UCSD shall not be required to make any reimbursement unless such approval is obtained. Under no circumstance shall the approval of the installation by UCSD be considered as any form or representation or warranty by the UCSD regarding the installation or future sewer back-ups.

## **DISCLAIMER**

The purpose of this program is to substantially reduce the occurrence of sanitary sewer backups. An unexpected sewer collapse or obstruction, power failure, extreme weather conditions, grease, debris, or other unforeseen factors could cause a backup. Therefore, UCSD does not guarantee that a sanitary sewer backup will never occur.

## **LIABILITY**

UCSD assumes no responsibility for any defective work or other damage, injury, or loss resulting from any act of negligence by the Contractor or property owner while installing, operating, or maintaining the sewage ejector system with overhead plumbing.

## **APPLICATION REQUIREMENTS**

To participate in the Overhead Sewer Program, the applicant must:

1. Own the property for which the application is completed. Property must be located outside of the City/Village limits of Champaign, Urbana, or Savoy, but within the UCSD service boundaries. Proof of Ownership must be provided.
2. The building must be a residential building containing fewer than five residential units per single owner.
3. Submit proof that a sanitary sewer backup is a viable concern. UCSD will, at UCSD's sole discretion, determine your eligibility based upon the elevation of the building sewers, the elevation of the collector sewer, history of back-ups, and other factors.
4. Secure three bids from plumbing contractors (licensed in the State of Illinois) for the overhead sewer system. **A diagram of the plumbing layout for the proposed overhead sewer system must be attached to each bid.** The applicant may choose any qualified contractors, but

UCSD will reimburse the applicant based upon the lowest bids of the qualified contractors.

5. Complete the application form and submit it with all bids to the Director of Engineering at UCSD P.O. Box 669 Urbana, IL 61803-0669.

If you have any questions about overhead sewers or about obtaining quotes from licensed contractors and analyzing their proposals, please contact the Director of Engineering Services at 217-367-3409. UCSD will answer questions or concerns you may have regarding the Overhead Sewer Program.

### **MINIMUM OVERHEAD SEWER SYSTEM REQUIREMENTS TO QUALIFY FOR COST SHARE PROGRAM**

- 1) Overhead Sewer System shall pump water from below grade levels only, all above grade plumbing fixtures are required to gravity drain.
- 2) A sketch illustrating the proposed Overhead Sewer Installation and including the following information shall be submitted with each application:
  - a) Floor plan (not to scale) of existing lower level or basement sanitary plumbing. This Sketch shall display the location of all lower level fixtures, floor drains, and wet drains serving upper level fixtures. All existing items shall be shown by dashed lines. Proposed items shall be shown with continuous lines.
  - b) Proposed location of the sanitary lift station plotted on the plan of the existing. All proposed items shall be shown by solid continuous lines.
  - c) Proposed relocation of any sewer drain piping required to separate the upper (gravity) and lower (pumped) systems.
  - d) Note describing proposed pump station venting location and whether this is an existing vent or proposed new vent.
  - e) Diagram of proposed pump station and sanitary force main.
- 3) All plumbing work shall conform to current Illinois plumbing codes and acceptable practices.

- 4) All plumbing work performed within the residence or within five feet of the outside building wall must be performed by an Illinois licensed plumber.
- 5) The bid shall state in writing if the owner will need to separately perform any additional finish carpentry or other work in order to conceal any newly installed plumbing within a finished living space, upper, or finished lower levels.
- 6) An exterior non-separated (house fully pumped) system can be installed only with the specific approval of the Director of Engineering. Each installation will have to be individually reviewed and approved by the Director of Engineering.

### **OVERHEAD SEWER SYSTEM SKETCH CHECKLIST**

- ☐ North arrow
- ☐ Existing items shown by dashed lines
- ☐ Proposed items shown by continuous lines
- ☐ All existing lower level fixtures and drains are shown and labeled
- ☐ All existing drains serving upper level are shown
- ☐ Proposed location of sanitary lift station is shown
- ☐ Proposed pump venting location is shown
- ☐ Note regarding additional finish requirements (if not included in bid) to conceal proposed venting or other piping.

### **INSTALLATION PROCESS**

UCSD will review the application and notify applicants of their approval by mail or e-mail. Once approval has been received from UCSD the applicant can:

- Hire a Contractor to install the overhead sewer system.
- The Contractor will be responsible for obtaining all required plumbing and electrical permits from the City/Village. The Contractor shall contact the City/Village plumbing and electrical inspectors for final inspection of the overhead sewer system.
- Pay the contractors for the work completed. Please keep the receipts!

Once the installation has been completed and inspected, reimbursement for the overhead sewer will occur after the applicant submits to the Director of Engineering a copy of their bills and a paid receipt. The enclosed W-9 must be completed and returned with copies of the bills and the paid receipt before reimbursement will be paid.

The applicant may receive reimbursement for up to 75% of the cost of the project, up to a \$5,250 maximum from UCSD.

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**OVERHEAD SEWER PROGRAM  
APPLICATION FOR REIMBURSEMENT**

**Please print or type the following information:**

Date: \_\_\_\_\_

I/We, \_\_\_\_\_  
(Name of property owner)

am/are the Owner(s) and primary resident(s) of the house located at:

\_\_\_\_\_  
(Address of property)

\_\_\_\_\_, Illinois \_\_\_\_\_  
(Zip Code)

Owner Phone #: \_\_\_\_\_

Owner E-Mail Address: \_\_\_\_\_

I/We submitted bids from three plumbing contractors, which were approved by the Director of Engineering.

I/We understand that as part of this program, the UCSD assumes no liability for any defective work or other damage, injury, or loss resulting from any act or omission of any Contractor in the performance of this work. The approval of any proposal submitted by a property owner to UCSD does not constitute any warranty, representation or guarantee regarding the quality of work that may be performed by that Contractor.

I/We also understand that the approval of the plans by USD installation of an overhead sewer and the installation thereof is not a guarantee on the part of UCSD against future sanitary sewer backups.

\_\_\_\_\_  
Signature of Property Owner

\_\_\_\_\_  
Signature of Property Owner

Please mail the application and documentation to:

Director of Engineering  
UCSD  
PO Box 669  
Urbana, Illinois 61803-0669

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**For Office Use Only**

- ☐ Diagram of plumbing layout approved by the Director of Engineering.
- ☐ Three bids attached and application approved by Director of Engineering.
- ☐ Approval letter mailed to applicant.
- ☐ The completed work was inspected and approved by the City/Village Plumbing Inspector.
- ☐ The completed work was inspected and approved by the City/Village Electrical Inspector.
- ☐ Payment for the completed project has been made (receipts are included).

**Request for Taxpayer  
Identification Number and Certification**

**Give Form to the  
requester. Do not  
send to the IRS.**

► Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Print or type. See Specific Instructions on page 3.	<b>1</b> Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.	
	<b>2</b> Business name/disregarded entity name, if different from above	
	<b>3</b> Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only <b>one</b> of the following seven boxes.	
	<input type="checkbox"/> Individual/sole proprietor or single-member LLC	
	<input type="checkbox"/> C Corporation	
	<input type="checkbox"/> S Corporation	
	<input type="checkbox"/> Partnership	
<input type="checkbox"/> Trust/estate		
<input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ►		
<b>Note:</b> Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is <b>not</b> disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.		
<input type="checkbox"/> Other (see instructions) ►		
<b>4</b> Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):		
Exempt payee code (if any) _____		
Exemption from FATCA reporting code (if any) _____		
(Applies to accounts maintained outside the U.S.)		
<b>5</b> Address (number, street, and apt. or suite no.) See instructions.		
Requester's name and address (optional)		
<b>6</b> City, state, and ZIP code		
<b>7</b> List account number(s) here (optional)		

**Part I Taxpayer Identification Number (TIN)**

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

**Note:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

<b>Social security number</b>									
				-				-	
<b>or</b>									
<b>Employer identification number</b>									
				-					

**Part II Certification**

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

**Sign  
Here**

Signature of  
U.S. person ►

Date ►

**General Instructions**

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

**Purpose of Form**

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

*If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.*