



Community & Economic  
Development Department

12 S. Center Street  
Bensenville, IL 60106

630-350-3413  
www.bensenville.il.us

## COST REIMBURSEMENT PROGRAM FOR THE INSTALLATION OF OVERHEAD SEWERS OR BACKFLOW PREVENTION DEVICES

### PROGRAM REQUIREMENTS

The Village of Bensenville will provide funds to single-family homeowners within incorporated Bensenville, who have or may experience sanitary sewer backups during periods of heavy rainfall, for the installation of overhead sewers or backflow prevention devices.

The Village has determined that certain requirements for the cost reimbursement program are necessary to protect the Village's sanitary sewer system, the integrity of such a program, and the financial wellbeing of the Village.

A cost reimbursement program for the installation of overhead sewers or backflow prevention devices is hereby implemented in accordance with the following requirements:

1. **Reimbursement Amount.** The Village will reimburse an owner 75% of the approved cost up to \$7,500 for the installation of a Village approved overhead sewer system or, if approved by the Village, 75% of the approved cost up to \$750 for the installation of a backflow prevention device. The program is limited to the actual costs of the overhead sewer or backflow prevention device installation and appurtenances, and the elimination of cross-connections between the sanitary and storm sewer systems, subject to the funding limitations contained herein, but does not include incidental costs such as landscape restoration, painting, tile, carpeting, etc.
2. **Eligibility.** Eligibility to participate in the program is subject to the following:
  - a) Only owner-occupied single-family homes, within the corporate limits, connected to the Village of Bensenville sanitary sewer system are eligible.
  - b) The cost participation applies to installations of overhead sewers or backflow prevention devices made after December 1, 2012.
  - c) No owner shall be eligible for participation if there is an outstanding balance with respect to payment of all fees and charges due to the Village.
  - d) An owner shall be eligible for participation more than once for the same property; however, in no case shall the total reimbursement from the Village for any one property exceed the limits prescribed in Item 1 above.
  - e) The Village shall have the sole authority to determine eligibility for participation, prioritization of requests and compliance with all Village ordinances.
3. **Program Duration.** Financial participation of the Village is limited to funds budgeted for the program. The program will be evaluated annually as part of the village's annual budget process, and the Village may change or eliminate the program at that time. Initial funding for the Village's current fiscal year shall be \$50,000. Said funding level may be changed or eliminated based on the Village's annual review of the program.

4. **Waiver Required.** Owner(s) of the building where the overhead sewer or backflow prevention device is installed must execute an agreement which includes a clause whereby the owners release and waive any claim of liability against the Village from any previous sanitary sewer backups or any consequence of the selection of the system to be installed, the contractor to be utilized, installation of the system, operation or maintenance of the system once it is installed, or the eligibility, participation or funding priority in this program.
5. **Contractual Relationship.** The contract to perform the work shall be between the property owner and the contractor. The Village shall not be a party to any contract between the owner and the contractor.
6. **Overhead Sewer Requirements.** In order to be eligible for this program, the installation of an overhead sewer shall meet the following requirements:
- a) Overhead sanitary sewers must be provided to all floor levels that are less than one foot above the elevation of the rim of the Village manhole immediately upstream of the point of connection of said building into the Village sanitary sewer system. Plumbing fixtures on a building floor level below an overhead sewer shall drain into an ejector pit. The elevations described above shall be included in the contractor's proposal.
  - b) A properly vented ejector basin shall be installed for all installations under this program. Ejector basins must comply with all Village building authority requirements. Ejector basins must be at least ten feet from any storm water sump pits. The Village shall maintain a list of ejector basins approved for use under this program.
  - c) The manufacturer and model number of the proposed ejector pump must be specified in the contractor's proposal. The pump curve for the proposed ejector pump must be provided with the contractor's proposal. All ejector pumps must be able to pass a two-inch solid. The smallest capacity pump suitable for the proposed installation must be specified. The capacity of the ejector pump shall not exceed 89 gallons per minute at a total head of ten feet. The ejector pump must be selected and installed in accordance with the manufacturer's requirements.
  - d) Connections to the proposed ejector pump must be specifically listed on the contractor's proposal and all such connections shall be for the disposal of sanitary wastes only.
7. **Backflow Prevention Device Requirements.** An overhead sewer does not rely upon a backflow valve or device, and is believed to be the best backup prevention method. However, a backflow prevention device may be approved with the following stipulations:
- a) If a backflow prevention device is approved and installed, the Village will record a Memorandum of Agreement against the property. Said memorandum shall serve as notice that a backflow prevention device, which requires maintenance for proper operation, has been installed on the property.
8. **Comparative Proposals.** The owner must provide the Village with proposals from three contractors for the work. The Village shall provide the owner with a list of contractors approved for the program; however, the owner is not required to select contractors from that list. All proposals must provide sufficient detail for the Village to determine the exact method of installation, the costs for labor and materials, the portion of the work eligible for this program, and compliance with all Village ordinances and conditions. A sketch indicating the proposed work must be included with each proposal. (See Item 14, "Procedure.")
9. **Permit Required.** The owner or contractor must obtain a Village permit for the work. After issuance of the permit, any changes or modifications to the work will require review and approval of the Village and the appropriate building authority.
10. **Contractor's Surety Bond Requirement.** The contractor hired by the owner to perform the work must have a copy of the State required \$20,000 surety bond, on file with the Department of Community & Economic Development.
11. **Right of Final Inspection.** The Village shall have the right to enter the building for inspection upon completion of the work and to impose penalties if the capacity of the ejector pump exceeds the capacity allowed by Item 6c above. All such penalties shall

be imposed in accordance with Village ordinances prescribing penalties for ordinance violations, as may be in effect at the time the violation of this section is discovered.

12. **Code Compliance.** All work under this program must comply with Village codes and requirements. In case of any conflict between the Village and state or county ordinances, codes or requirements, the Village shall prevail.

13. **Waiver of Requirements.** The Director of Community Development may, at his discretion, provide a waiver of those program requirements listed above as deemed appropriate based on an evaluation of the individual circumstances related to a request for reimbursement.

14. **Procedure.** An owner desiring to participate in this program must complete the following steps:

a) Owner submits a completed and signed Application for Participation form.

b) The Village determines whether the property is eligible for the program, and issues a Notice of Eligibility or Ineligibility to the owner. Eligibility will be granted if the property has a record of flooding, as evidenced by a report being on file with the Village or evidence of an insurance claim for flood damage, or if an onsite inspection shows the likelihood of a future sanitary sewer backup. The Notice of Eligibility will be accompanied by a Permit Application Packet.

c) Upon receipt of the Notice of Eligibility, the owner must arrange for the Village to inspect the building to develop a Scope of Work. All sources and potential sources of infiltration and inflow must be eliminated as part of this program, and such cost will be eligible for reimbursement by the program. Infiltration and inflow includes any storm water, surface water, ground water, roof runoff water, sub-surface drainage, runoff water from ground or paved areas, cistern overflow or water from air-conditioning systems, or any other unpolluted water. If no sump pump for collecting and removing ground water is present in the building, one must be installed and any existing footing tiles, window well drains, and exterior area drains must be reconnected to the new storm water sump pump. The discharge of the new storm water sump pump should be either to a storm sewer or to grade on the exterior of the building, as far from the building sanitary sewer lateral as possible.

The costs of the installation of this storm water sump pump, as well as incidental under floor connections to existing footing tiles or drains, are eligible for reimbursement under this program. The installation of a footing tile drainage system around the entire basement and extensive reconstruction of the service lateral are not eligible for reimbursement under this program. In addition, nonconformities that could pose a hazard to life or safety, and nonconformities related to the functioning of the program, must be corrected at the owner's expense.

d) Upon completion of the scope of work inspection, the Village will provide the owner with the minimum required Scope of Work. All work items contained therein must be included in the permit application. Upon receipt of the Scope of Work, the owner must obtain proposals from contractors as described in Item 8 above. If the owner does not submit all of the required information, including signed Agreement for Cost Reimbursement, within six (6) months of the date of the Notice of Eligibility, the owner must resubmit an Application for Participation form and such application will be treated as a new application for determination of funding eligibility.

e) Owner or contractor obtains all permits and completes the work.

f) Upon completion of the work, the Village will conduct a final inspection. Upon approval by the Village, acceptance by the owner, and submission of a paid receipt from the contractor to the owner, reimbursement will be made directly to the owner. (The owner is also encouraged to obtain an appropriate waiver of lien from the contractor for the owner's protection.) Said reimbursement will be made in the Village's normal course of business.

g) Owner must complete the work and receive final inspection approval within six (6) months of the date of permit, or the funding commitment shall be withdrawn and the owner must reapply and such application will be treated as a new application for determination of funding eligibility.



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APPLICATION FOR PARTICIPATION  
VILLAGE OF BENSENVILLE COST REIMBURSEMENT PROGRAM  
FOR THE INSTALLATION OF OVERHEAD SEWERS OR BACKFLOW PREVENTION DEVICES

I/We hereby request participation in the Village of Bensenville Cost Reimbursement Program for the Installation of Overhead Sewers or Backflow Prevention Devices, hereinafter called "the Program."

I/We own, and this application is for, the following described property:

Address: \_\_\_\_\_

P.I.N: 0 3 - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Have you ever contacted the Village with a report of flooding in your home? (Yes/No)

If yes, approximately when? \_\_\_\_\_

Have you ever made an insurance claim for flooding in your home? (Yes/No)

I/We have received a copy of the Program Requirements attached to and made a part of this application.

I/We agree to allow the Village of Bensenville or its representatives to make any and all inspections and testing as detailed in the Program Requirements.

I/We have received a copy of the Agreement for the Cost Reimbursement Program and understand that said Agreement must be signed upon notice of preliminary approval as detailed in the Program Requirements.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Home Phone Number

\_\_\_\_\_  
Cell/Work Phone Number

\_\_\_\_\_  
E-Mail



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## OVERHEAD SEWER PROGRAM STEP BY STEP PROCESS

1. Owner Submits application and eligibility is determined; Flooding Reports & Engineering evaluation.
2. Owner receives Ineligibility letter or Eligibility letter, permit application and reimbursement packet.
3. Owner contacts Community Development to schedule scope of work inspection.
4. Owner obtains 3 quotes from contractors; once contractor is approved, owner applies for permit.
5. When work is completed and inspected by the Village, resident brings in receipt & fills out reimbursement application.
6. Resident should receive check in the mail in 6-8 weeks.