

## ***I. GENERAL PROVISIONS***

### **City of Clinton, Indiana**

**Sewer Ordinance # 2002-0303**

"**BUILDING SEWER**" means any drain or pipe used for transmitting sewage from a point outside of any foundation or other wall to the sanitary sewer main.

"**COMBINED SEWER**" means a sewer receiving and conveying both sanitary wastewater and surface runoff from storms

"**INFLOW/CLEAR WATER CONNECTION**" means a pipe or conduit for conveying rain water, groundwater, subsurface water, condensate, cooling water, or other similar discharge. but excluding sewage

"**LATERAL SEWER.**" Means a sewer line that is at least 4" in diameter that is connected to the sewer main and extends to the inside edge of the property line.

"**SANITARY SEWER.**" means a sewer that conveys liquid and water-carried wastes from residences, commercial buildings, industrial plants, and institutions, and to which storm, surface, and ground waters are not intentionally allowed to enter.

"**SEWER**" means a pipe or conduit that carries wastewater or drainage water.

"**STORM SEWER.** means a pipe or conduit for conveying rain water, groundwater, subsurface water, condensate, cooling water, or other similar discharge. but excluding sewage

## ***II. PREREQUISITES; PERMITS AND CHARGES.***

(A) Before any excavation work is performed in a public right of way in the City of Clinton, the person (s) responsible for installing or repairing any existing sewer line connected to the City sewer system shall:

- a) Notify the Utilities Superintendent's office of any work to be done
- b) Obtain all bonds, permits and fees as required by City ordinance & State Law
- c) Submit plans showing the proposed location of the excavation which clearly outlines the scope of the work to be performed and show any public street, alley, sidewalk, curb, sewer or water lines/mains or any other public right of way utility or lines that may be disturbed, damaged, altered or otherwise affected by the proposed excavation.

(B) No owner or occupant of any real property shall tap or drain either directly or indirectly into any public sewer until a sewer tap permit has been obtained and until he has satisfied his obligation to pay all tap fees, assessments, reimbursements, or pro rata shares of sewer extension costs, established by

ordinance or private agreement, that are laid against that property for public sewers installed to serve it.

(C) No particular qualifications shall be required of any person to obtain a sewer tap permit, but all such connections shall conform to the provisions of this ordinance as they relate to sewer pipe composition and installation of sewer pipe. Should it appear at the time application is made for a sewer tap permit that there is noncompliance with the provisions of this ordinance, no sewer tap permit will be issued until the nonconformity has been corrected.

### **SCHEDULE OF FEES.**

The Board of Public Works & Safety shall determine the amount of the sewer tap inspection fee which shall be paid to the Clerk-Treasurer of the City of Clinton prior to issuance of a permit. The schedule of permit fees to be paid shall be as follows, and such fees must be paid before the permit is issued:

- a) Sanitary sewer tap fee - \$35.00.
- b) Storm Drain tap fee \$35.00

**NOTE:** For any building or structure constructed after adoption of this ordinance, the inflow/clear water connection to a combined sewer shall be made separate and distinct from the sanitary waste connection in order to facilitate disconnection of the former if a separate storm sewer subsequently becomes available. In this situation, (2) two sewer tap fees must be purchased.

### ***III. BOND.***

(A) Whenever any application for the permit required by this Ordinance is approved, the applicant shall give a bond, valid for a period of one year, in a sum as fixed by the Board of Public Works & Safety in an amount to be governed by the character of the work to be done, but not less than \$5,000, guaranteeing that the place where the work is to be done shall be restored to a good condition and in the manner provided for by this Ordinance, and guaranteeing that the permit holder shall keep the same in first-class condition for a period of one year after the date of the completion and acceptance of the work. The bond shall also be conditioned to hold the city harmless from all damages to person or property which may arise from neglect or skill, or want of care on the part of such principal or his employees in the prosecution of any such work, and that such principal will comply with all ordinances, rules, and regulations relating to such work and the manner in which it is to be done. The bond shall be underwritten by a surety company approved by the Board of Public Works and Safety, and shall be delivered by the applicant to the Utilities Superintendent or his designee. No permit shall be issued by the Utilities Superintendent until such approved bond has been filed with him.

(B) An annual bond may be given any person having a large volume of excavation work to do. Application for permission to give annual bonds shall be made to the Board of Public Works and Safety and the application shall state the

particular kind of trenching, digging, or excavating which the applicant expects to do. Such application shall also pledge conformity to all ordinances on the subject, set forth the willingness and ability of the applicant to execute the bond required by this section in such cases, and shall be signed by the name of such person under which shall be written the street and number of the applicant's place of business or residence. If permission is given by the Board of Public Works and Safety for the applicant to give an annual bond, thereupon the applicant shall execute to the city a bond with surety to be approved by the Mayor in a sum not less than \$15,000 guaranteeing that the place where the work is to be done shall be restored to a good condition and in the manner provided for by this Ordinance, and guaranteeing that the permit holder shall keep the same in first-class condition for a period of one year after the date of the completion and acceptance of the work. The bond shall also be conditioned to hold the city harmless from all damages to person or property which may arise from neglect or skill, or want of care on the part of such principal or his employees in the prosecution of any such work, and that such principal will comply with all ordinances, rules, and regulations relating to such work and the manner in which it is to be done.

#### ***IV. NOTICE AFTER INSTALLATION AND INSPECTION.***

Installation of all sewer pipes to be connected to municipally-owned storm or sanitary sewers shall conform to standards set forth by this ordinance.

After making each sewer tap and/or building sewer installation, the person responsible for the installation shall notify the Utilities Superintendent so that the sewer may be inspected and approved before the excavation is backfilled. Prior to ~~approval of the sewer tap and sewer, testing of the sewer may be required to assure~~ acceptable performance. All testing shall be in accordance with standards approved for use by agencies of the State of Indiana charged with promulgating and administering regulations governing sewer pipe testing.

Each job will consist of two inspections by the Utilities Superintendent, or his designee. The inspections will be as follows:

- A) **First Inspection:** Once the building sewer line has been installed or repaired and/or the tap has been made, the Utilities Superintendent, or his designee, shall be contacted before any backfilling is done. The sewer line shall remain exposed in its entirety so inspection may be made. The inspection will be to ensure the proper materials were used and that the sewer line/tap was installed as outlined in this ordinance.
- B) **Second Inspection:** The second inspection shall be required when the person making the sewer tap or installation is complete and all roadways, alleyways, curbs, sewer or water lines, sidewalks, or any other public utilities or right of ways or any other property that may be disturbed, damaged, altered or otherwise affected by the proposed sewer connection. have been replaced to as good as or better than its original state.

- C) **Maps & Drawings:** Upon the final inspection, the person responsible for the installation, shall present to the inspecting official, an "as built" drawing of the work completed. This includes both new installations & repairs to existing lines.

#### ***V. DISCONNECTION OF NONCONFORMING SEWERS.***

Any sewer connection found to have been made without a sewer tap permit first having been obtained, or any connection or sewer which, upon inspection as required of this ordinance, is found to be in noncompliance with the provisions of this ordinance, shall be deemed an illegal connection and shall be promptly disconnected at the expense of the property owner and shall remain disconnected until compliance with the provisions of this ordinance is demonstrated.

#### ***VI. INSTALLATION PRACTICES***

A) **All piping, accessories, and other materials in a building sewer shall conform to the following applicable standards:**

- a) All building sewer lines shall be Schedule 40 PVC with glue joints
- b) All new Lateral lines shall be Schedule 40 PVC with glue joints
- c) ~~For purposes of visual inspections, purple PVC primer shall be used on all pipe, fittings and connections.~~

#### **B) Grade of Pipe**

- a) The grade of the building sewer shall not be less than 1/8 inch per foot. All pipe shall be laid on a uniform grade and where possible, on a straight line.

#### **(C) "Y" Branch**

- a) A "Y" branch shall be installed in the building sewer at the desired location by the owner of the building sewer and brought up to ground level to serve as a clean out.

#### **(D) Cross Connections**

- a) The building sewer line and the water service line shall not be laid in the same trench.

## ***VII. SEWER TAP/MAIN CONNECTIONS***

Each buildable lot must have a separate sanitary sewer lateral connected directly to a public sanitary sewer constructed in the street right of way adjacent to the buildable lot.

### **A) Tap Connections**

Connection of sewer lines to the sewer mains shall be made as follows:

- a) The tap shall be made using one of the following:
  - 1) rubber Universal "Y" Saddle connected with 2 slip bands (Illustration "A")
  - 2) rubber Universal "T" Saddle connected with 2 slip bands (Illustration "B")
- b) Connection between the building sewer line and the tap shall be made using one of the two techniques below:
  - 1) Using a 45 degree fitting on the building sewer line and a 45 degree fitting on the tap; or,
  - 2) Using a long sweeping 90 degree fitting to join the building sewer line and the tap

### **B) Lateral Connections**

- a) All connections to existing laterals shall be made by using a rubber Fernco boot to ensure a tight seal.

### **C) Backfilling**

- a) All backfilling will be completed as follows:
  - 1) Backfilling will be done in 18" layers
  - 2) Each layer shall be compacted using a plate compactor or other machine designed to compact the ground

#### **1) Streets:**

- a) If cut is made in the street, the following guidelines shall apply
  - 1) Fill sand may be used to cushion new lines to a level of approx 18" below grade level
  - 2) The final top layer shall be filled using #53 gravel and compacted as stated above.
  - 3) After proper settling is allowed, the excavated area shall be paved using the following guidelines:
    - 1) If in season, a "Hot Mix" asphalt from a State approved facility shall be used and rolled or packed smooth and level with the existing roadway

- 2) If hot mix is not in season, cold patch from a State approved facility may be used temporarily, and rolled or packed smooth and level with the existing roadway.

However, the cold patch must be removed and replaced with "Hot Mix" asphalt as stated above when it becomes available.

NOTE: The excavation site shall be monitored for a period of one year. Should the patched area sink, settle, or otherwise be deemed unacceptable by the Utilities Superintendent or his designee, the contractor or person's responsible for the disturbed area shall be responsible for making the necessary repair

- b) If cut is made in a new road, the excavated area shall be saw cut so the patched area will be square and neat in appearance and the roadway shall be returned to its original material
- c) The patch shall be compacted, with the use of equipment designed for compacting, so the finish patch will be level with the roadway

## 2) Sidewalks

- a) All sidewalks removed for excavating purposes shall be replaced by the contractor, at the owner's expense, as soon as practical. Concrete for sidewalks shall be as follows:
- 1) 3000 LB PSI with fiber

## 3) Alleyways: The contractor is responsible for final finish work and shall be responsible for maintaining the excavation site for a period of one (1) year

- a) If the alleyway is gravel:
- 1) #53 gravel shall be used to fill the hole and packed in layers as to provide a smooth hard surface.
- b) If the alleyway is blacktop
- 1) The alleyway shall be returned to its original surface.

## 4) Other areas of public right of ways

- a) Contractors shall return all areas of public right of way back to its original state and monitor for settling for a period of one year as outline in this ordinance after completion.

## **VIII. BARRICADES AND LIGHTS.**

Proper barricades and lights shall be the contractor's responsibility and maintained around the entire work area in connection with any sewer work in order to guard the public against accidents occurring during the progress of the work

### ***IX. DISCONNECTION OF PIPES CARRYING RAINWATER.***

The Board of Public Works and Safety shall have the authority to require an owner of real property to disconnect from a building sewer which drains into a sanitary sewer any downspouts, yard drains, or other drains which carry the runoff of natural precipitation, property owners shall have 30 days after notice to comply with any such requirements. All new construction is prohibited from directing discharge of natural precipitation into a sanitary sewer.

### ***X. SEWER MANHOLES***

Sanitary sewer laterals shall not be connected into manholes unless approved by the Utilities Superintendent or his designee. Any violations of this section shall be removed and installed according to this ordinance at the expense of the home/business owner.

Any old, existing sewer lines found to be in violation of this ordinance shall be removed and installed correctly should the line require repair/replacement.

### ***XI. ACTION PROHIBITED***

- A) It is prohibited to introduce any inflow/clear water sources to a sanitary sewer
- B) The construction of any new combined sewers, outside the existing combined sewer areas, is prohibited

### ***XII. COMPLIANCE***

- A) In the event an applicant fails to comply with the terms of this ordinance, the Utilities Superintendent, or his designee, shall upon authorization by the Board of Public Works & Safety notify the applicant and his bonding company in writing of such default which notice shall give him fifteen (15) days in which to remedy such default; that in the event such default is not corrected within the fifteen (15) day period, the City may institute a civil action against the applicant and his bonding company to collect the reasonable costs of correcting the default.
- B) Any person who fails to comply with the terms of this ordinance shall be prohibited from making additional sewer taps or repair work in the City of Clinton until he has remedied such earlier failure

### ***XII Penalty***

Any person violating the terms of this ordinance shall be guilty of an ordinance violation and, after conviction thereof, may be fined not less than \$10.00 and not more than \$300.00 and such penalty shall be in addition to any prohibition from making additional sewer taps and in addition to any liability of the applicant for money damages as provided by this ordinance

**This ordinance shall supersede any and all others concerning sewer taps.**

Approved March 11, 2002

*Paul Shepard*  
Presiding Officer

*Att:ert*

### TAP CONNECTIONS

Connection of sewer lines to the sewer mains shall be made as follows:

- 1) The tap shall be made using one of the following:
  - rubber Universal "Y" Saddle connected with 2 slip bands (Illustration "A")
  - a rubber Universal "T" Saddle connected with 2 slip bands (Illustration "B")
- 2) Connection between the building sewer line and the tap shall be made using one of the two techniques below:
  - Using a 45 degree fitting on the building sewer line and a 45 degree fitting on the tap; or,
  - b) Using a long sweeping 90 degree fitting to join the building sewer line and the tap

Illustration A

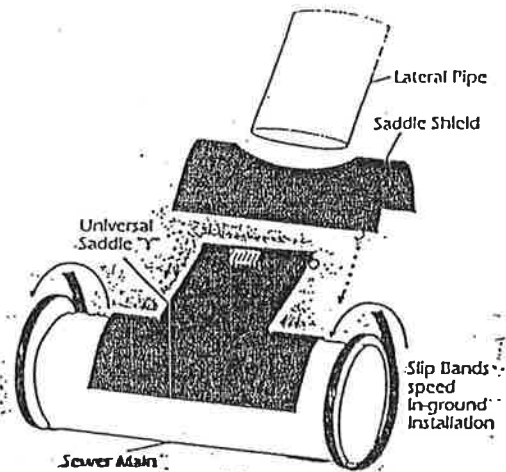


Illustration B

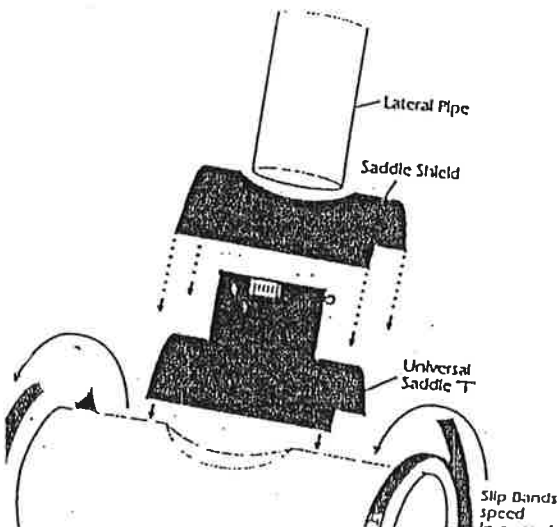


Illustration C





Sewer Tap Permit Application

This is to certify that a Sewer Tap Permit has been granted to \_\_\_\_\_, for connection of a sewer tap/building sewer line at \_\_\_\_\_, in Clinton, Indiana.

Such sewer tap and/or building sewer line must be made in accordance with the application and plans submitted to the Utilities Superintendent, or his designee, and the connection must be made in accordance with City Ordinance # \_\_\_\_\_. Each sewer tap and/or building sewer line, in its entirety, shall remain uncovered and exposed for inspection by the Utilities Superintendent, or his designee.

By the application herein in the acceptance of the sewer tap permit, the applicant hereby agrees to reimburse and save the City harmless from any and all claims for personal injury and property damage by others resulting from the applicant's activity herein. The applicant further covenants and agrees to restore any public street, sidewalks, curbs or other public right of way including water & sewer mains to their condition as existed prior to the applicants construction activity. Such applicant further agrees to place lights and barricades around any break in the street surface caused by his activity herein during the time of any such excavations, and to restore such street surface to its original condition as outlined by ordinance.

I, \_\_\_\_\_, as the applicant have read the above terms of the sewer tap permit and the Sewer Tap Ordinance and agree to said terms.

\_\_\_\_\_  
(Applicant)

\_\_\_\_\_  
(Date)

Inspections shall be made by the Utilities Superintendent, or his designee as required by ordinance. Bonds will not be released until the second inspection is complete. All work shall remain open and exposed, in its entirety, until the Utilities Superintendent, or his designee has made the required inspection.

\_\_\_\_\_  
(Inspection 1)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Inspection 2)

\_\_\_\_\_  
(Date)

City of Clinton  
Board of Public Works  
Sewer Department

## Sewer

### General Information

A sewer back up creates a stressful and emotional situation for the homeowner/renter. In some cases it may cause health and safety concerns as well as significant property loss. A proper response to a sewer backup can greatly minimize property damage and diminish the threat of illness.

The City of Clinton makes every effort to be responsive to a resident's needs and concerns when a sewer backup occurs. The City has a sewer crew whose sole duty is to inspect, clean, and maintain sewers on a daily basis.

They are available on a 7-day a week, 24 hour a day basis to minimize the possibility of sewer problems. Unfortunately, because a sewer is not a closed system, many things put into the sewer can clog the system. Large amounts of grease from restaurants and disposable (and cloth) diapers are two common items that cause problems. While the City of Clinton has adopted rules prohibiting the discharge of any substance likely to cause a sewer obstruction, and try to educate the public about the problems they cause, there is really no way we can absolutely prevent this from happening. Other factors can cause backups as well, such as tree roots, which can grow into and obstruct the system, or your sewer lateral was tapped inappropriately. See sewer ordinance #2002-0303

Many homeowners' insurance policies exclude damage resulting from sewer backups. However, some insurance companies do provide sewer backup coverage. If you are concerned about the possibility of a sewer backup and want to insure that you are covered, the City urges you to check with your home insurer regarding the availability of a sewer backup insurance.

### Contact Information

If you experience a sewer problem, please call the Utility Office at 832-6270 (832-3232 after 4 p.m. and Saturday, Sunday, and Holidays) and state that you are reporting a sewer emergency. Backed up sewer lines, line breaks, sewage odors, and overflowing manholes are considered an emergency. If the problem is in the sewer lateral, the homeowner or business is responsible for correcting the problem. The owner of the property is responsible for maintaining and cleaning the sewer lateral from the building (or home) to the City's sewer main, including the connection on the sewer main. Locating the lateral is also the responsibility of the property owner.

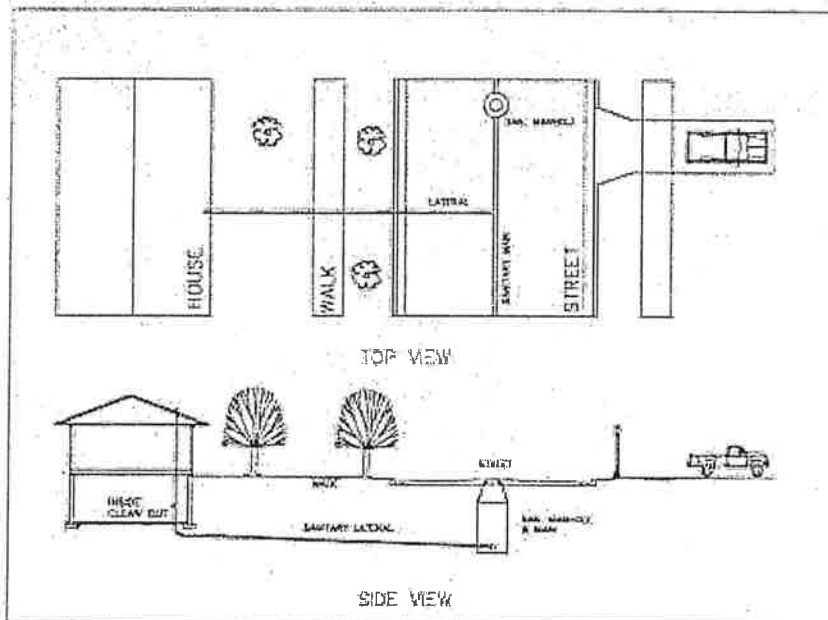
If the problem is in the sewer lateral, whom do you call for help? You will need to call a plumber or a sewer/drain cleaning service. Check your Yellow Pages or Business White

Pages. The City of Clinton cannot make a recommendation. It may be in your best interest to obtain several estimates.

**REMEMBER TO CALL THE UTILITY WATER OFFICE FIRST** before calling a plumber. We will check the sewer main and informed you of our findings. If the problem is not in the City main you will be advised to contact a plumber or a sewer/drain cleaning service.

## LATERAL VS. MAIN

What is a sewer lateral? A sewer lateral or house lateral is the pipeline between the City sanitary sewer main, usually located in the street, and the building. The sewer lateral is owned and maintained by the property owner including any part, which may extend into the street or public right of way.



More often than not, the cause of a backup in your lateral is from items that the line is not meant to handle, such as kid's toys, underwear, towels, diapers, paper products (other than toilet paper), keys, and even false teeth. To avoid flushing these items, remember to close to the lid. What you flush down your toilet may not affect you, but it might cause problems for your neighbors. Another possible cause would be roots in your lateral. The lateral is the responsibility of the owner of the property from the house to the street.

## WAYS TO PREVENT BACKUPS IN YOUR LATERAL AND IN THE CITY MAIN

The property owner can do many things to prevent his lateral from backing up. Remember too, that the very same things can help prevent backups in the City main as well. If everyone would be careful about how they dispose of certain products, our

systems would be a great deal more efficient, cause fewer backups, cost us all less money, and prevent a lot of misery.

- **Grease:** Cooking oil should be poured into a heat-resistant container and disposed of, after it cools off, in the garbage, not the drain. Some people assume that washing grease down the drain with hot water is satisfactory. This grease goes down the drain, cools off, and solidifies either in the drain, the property owner's line, or in the main sewer. When this happens, the line constricts, and eventually clogs.
- **Paper Products:** Paper towels, disposable (and cloth) diapers, and feminine products cause a great deal of problems in the property owner's lateral as well as in the city main. These products do not deteriorate quickly, as does the bathroom tissue. They become lodged in portions of the lateral/main, causing sewer backup. These products should also be disposed of in the garbage.
- **Roots:** Shrubs and trees, seeking moisture, will make their way into sewer line cracks. These roots can cause extensive damage. They may start out small, getting into a small crack in the pipe; but as the tree or shrub continues to grow, so does the root. After time, this causes your sewer line to break, which in turn allows debris to hang up in the line, thus causing a back up. One way to prevent roots from entering your line is to replace your line and tap with new plastic pipe. The other alternative is to be careful about planting greenery around your sewer line or you may purchase a product containing "copper sulfate", which helps to kill roots when you pour it down your drain. This product should be used with extreme caution. If you have continuing problems with tree roots in your lateral, you may have to have them cut periodically.
- **Sewer Odor:** Another concern that property owners have is that they can smell sewer odors inside their house or building. There are many ways to prevent this from occurring. Under each drain in your plumbing system, there is a "P-Trap". If there is water in this fitting, odors or gasses from the sewer cannot enter through the drain from either the property owner's lateral or the City main. Periodically check to make sure that unused floor drains, sinks etc. have water in the "P-trap". Another way to prevent sewer odor is to ensure that the vents, which are located on your roof, are free from bird nests, leaves, etc. When these vents are clear, the sewer odors will escape through these vents.
- **Illegal Plumbing Connections:** Do not connect French drains, sump pumps and other flood control systems to your sanitary sewer. It is illegal, and debris and silt will clog your line. Consult a plumber to correct any illegal connections.
- **Needles:** Unfortunately, some people dispose of hypodermic needles in the sewer system. The presence of these needles in the wastewater collection system presents special and possible deadly problems for wastewater collection and wastewater treatment employees. **PLEASE DO NOT FLUSH NEEDLES.** The proper method of disposal is to re-

cap the needle and put it into a "sharps container". (This could be any rigid plastic container such as a bleach bottle.... no milk bottles, please.) When it is full, tape the container securely, and call your local pharmacy for advice on proper disposal methods. **PLEASE DO NOT FLUSH THEM OR THROW THEM INTO THE GARBAGE!**

- **Install a Backwater Prevention Valve:** A backwater valve can prevent or greatly reduce the possibility of a sewer backup. A backwater valve is a fixture installed into a sewer line, and sometimes into a drain line, in the basement of your building to prevent sewer backflows. A properly installed and maintained backwater valve works on a one-way system, sewage can go out, but cannot come back in. Property owners are responsible for the installation and maintenance of backwater valves. The cost to install one is dependent upon the type of plumbing in your home and the difficulty of installation. A qualified plumber can assist you in determining your needs.

### **FREQUENTLY ASKED QUESTIONS**

**Q: What is the City's responsibility regarding private sewer laterals?**

**A:** The property owner is fully responsible for maintaining adequate sewage flow to and through the sewer lateral, from the property structure to and into the City's sewer main. When failure or stoppage of a sewer lateral occurs, City crews will respond only to check the sewer main to verify that the main is open and sewage is flowing. If the sewer main is found to be clear, it is the responsibility of the property owner to call a licensed plumber or drain cleaning service to correct the problem. Verbal assistance and answers to questions can be received by calling the Utility Office at 832-6270.

**Q: If I notice a foreign substance flowing into a storm drain inlet, whom should I call?**

**A:** If you notice a foreign substance flowing into a storm drain inlet, please call the Utility Office at 832-6270 to report the location.

**Q: What if my sewer backs up?**

**A:** If you experience a sewer backup, call us at 832-6270 (after 4 p.m. and Saturdays, Sundays and Holidays call the Police Department at 832-3232.)

We will dispatch a maintenance crew to your address to determine if the stoppage is in the City main or your sewer lateral. If the City main is found to be clear, it is the responsibility of the property owner to call a plumber or sewer/drain cleaning service to correct the problem. The property owner is responsible for maintaining adequate flow to and through the sewer lateral from the property structure to and into the City sewer main. If the blockage is in the City main we will fix it as quickly as possible and keep you informed about what is being done.

**Q: What about the mess?**

**A:** A sewer backup can lead to disease, destruction of your valuables, damage to your house, and electrical malfunctions. Prompt cleanup of affected property can help minimize the inconvenience and damage.

**You should immediately arrange for the cleanup of your property:**

- Take before-and-after photos of the affected areas
- Itemize any property losses
- Wet-vacuum or remove spillage
- Mop the floors and wipe walls with soap and disinfectant
- Flush out and disinfect plumbing fixtures
- Steam clean or remove carpet and drapes
- Repair or remove wallboard or wall covering
- Cleanup appliances or ductwork

Note: Again the City is not responsible for a cleanup if it is in your lateral.

Replacing, tapping, or excavation in a public right of way you must obtain and fill out a sewer tap permit located at the Utility Office. Refer to Sewer Ordinance #2002-0303.