

Proposed Preventative Plumbing Subsidy Program

Appendix A

Preventative Plumbing Subsidy Program

1. Objective of the program

The objective of the program is to assist those owners of properties which have suffered flooding on July 25th, 2009 to install approved forms of protective measures to prevent future basement flooding, and owners who are considering protecting their properties from future potential flooding. Assistance will be in the form of a subsidy, to a specified maximum amount, which may change from year to year, based on available funding. The subsidy will be provided on a reimbursement basis, to offset the purchase and installation costs incurred for the approved preventive measures, subject always to available program funding and compliance with program requirements.

2. What is Preventative Plumbing

Preventative plumbing is the installation of plumbing devices which will help control flooding or sewer back-ups in the home.

Two forms of Preventative Plumbing are authorized for subsidy under the Preventative Plumbing Subsidy Program:

- (a) backwater valves; and
- (b) sump pumps

The combined installation of both a back up valve and sump pump will also qualify.

Definitions

Backwater Valve

A backwater valve is a device installed on the sanitary sewage connection, either within or outside the home. Backwater valve will close when there is a sewer back flow. However, when the valve is closed, use of water within the home needs to be restricted, as water cannot escape the house. Use of water while the valve is closed may result in flooding. A backwater valve must also be maintained by the property owner at his or her own expense, as recommended by the manufacturer.

Proposed Preventative Plumbing Subsidy Program

Sump Pump

A sump pump serve to manage the water normally collected by footing weeping tiles that drain to the sanitary sewer.

NOTE: this is desirable only if lot grading has a positive slope and collected water will not impact neighboring properties. Without sufficient grading, then installation of a sump pump may actually increase property flooding.

3. Will Preventive Plumbing Help?

It is the responsibility of the home owner to make any necessary enquiries of qualified professionals to determine the best way to address any potential problems with flooding or sewer backups to his or her property. There is no single solution. The availability of a subsidy for certain types of preventative plumbing is not intended to be a recommendation to the home owner to engage in the installation or a representation that the subsidized forms of preventative plumbing will resolve flooding or sewer back-up in your particular instance. Consultation with a licensed plumber or contractor is a necessary first step.

The property owner who has suffered flooding or sewer backup is advised to arrange for a site assessment to be conducted by a licensed plumber or qualified licenced contractor. The plumber or contractor may assist the homeowner to determine:

- a. whether it is appropriate to isolate their property from the City's sewer system;
- b. whether the installation of preventive plumbing measures will assist in controlling flooding in their particular circumstances; and
- c. where preventive plumbing is desirable, the best form of preventive plumbing.

The property owner, in conjunction with his or her licensed plumber or licensed contractor, will want to consider the following factors (among others) when assessing whether a property would benefit from preventative plumbing of the type subsidized under this program:

- a. does the lot grading around the home has a positive slope– if not, a sump pump is unlikely to be an effective solution and may cause flooding;
- b. can the water can be directed in such a way that it will not adversely affect neighbouring or other properties – if not, a sump pump is unlikely to be an effective solution and may cause flooding in the same or other areas or homes;

Proposed Preventative Plumbing Subsidy Program

c. what is the effect of and proposed drainage pattern of any water discharged by a sump pump (if installed);

NOTE: pay close attention to areas where there is limited drainage as water discharged by sump pump may create more flooding.

4. Eligibility requirements

An applicant for a preventative plumbing subsidy must meet all of the following eligibility requirements:

- a. the applicant must be the current owner of property on which there is a building which suffered a flood or sewer backup since January 1st, 2009;
- b. the property taxes for the property are not in arrears;
- c. the eavestrough downspouts and sump pump on any building on the property which is the subject of the application are properly disconnected from the City sewer system, **unless** the property owner has submitted an opinion of a plumber licenced by the CGS that it is not feasible to do so, in the circumstances, satisfactory to the City's General Manager of Infrastructure Services;
- d. the applicant has provided the necessary information and documentation and is otherwise compliant with the program requirements;
- e. the property is located within the area identified in the flood prone areas;
- f. the applicant obtained any necessary permits for the completed work, including, where applicable, a building permit, and the permits are in good standing;
- g. the applicant must have installed in the property
 - a backwater valve; or
 - a sump pump; or
 - both a backwater valve and a sump pump
- h. the installation of the approved form of preventative plumbing must have been installed by a licensed plumber;
- i. where the application relates to a sump pump, the property to which the application relates must have a positive slope;
- j. where the application relates to a backwater valve

Proposed Preventative Plumbing Subsidy Program

- the backwater valve must be a **MAINLINE®** brand or one that is approved by the Ontario Building Code;
- the backwater valve must be installed on the sanitary sewage connection;
- the installation must be completed in accordance with the Ontario Building Code Section 7.4.6.4 for a single family dwelling unit only and reference with the CAN/CSA B181.1-M90 Standard and to the satisfaction of the Chief Building Official;

NOTE: the City will require as part of the building permit application process, a schematic of the building drains and the proposed location of the backwater valve and an inspection will be required prior to backfilling.

- storm water pipes, drainage services connection, drainage water pipes, drainage sump pump discharge laterals, foundation drains, storm water leaders or down spouts shall not be connected to the sewer;
- the Backwater valve must have been installed in a manner that it is accessible for inspection and maintenance by the owner at his/her expense.

Priority will be given to properties flooded in year 2009 for application received in 2010 and it will be based on first come first serve basis.

NOTE: Property owners who have already installed protective devices and the installation is approved by the City are eligible to receive the subsidy in the same way as new applicants.

Starting in year 2011, the program will be open to all properties located in flood prone areas who are wishing to install preventative devices.

5. The Maximum Subsidy

The maximum amount of subsidy payable for each eligible property is outlined in **Schedule A.**

Subsidies for eligible work are subject to available funding and provided on a first-come, first-served basis.

Subsidies are provided one time only for each eligible installation, per property, and on a no-fault basis.

Proposed Preventative Plumbing Subsidy Program

Only one subsidy payment is permitted per property. Additional measures installed after the first subsidy payment will not qualify for further subsidy.

6. Application

The General Manager of Infrastructure Services may from time to time, establish the form of application for the subsidy which is to be submitted by an applicant. A Subsidy application will not be processed unless the application is fully completed, signed by the applicant, and all necessary supporting documentation provided. An Applicant shall provide in support of the application:

- a. "Proof of ownership" such as, a copy of the registered deed or transfer of land or tax bill confirming the applicant as the registered owner of the property;
- b. "Proof of flooding" such as a letter or statement from the Insurance Company to provide information regarding the date and extent of the basement or cellar flooding (if applicable), applies only for properties flooded in 2009;
- c. Consent for City of Greater Sudbury Representatives to conduct inspections and investigations on the homeowner's property;
- d. Evidence of the issuance of a Building Permit and a successful final inspection;
- e. full and complete invoices for eligible costs and proof of payment in full of all submitted invoices;
- f. such further documentation as may be reasonably requested by the General Manager of Infrastructure Services.

NOTE:

All installations must be completed before the applicant applies for the subsidy.

All supporting documents must be originals. Photocopies will be not be accepted.

Proposed Preventative Plumbing Subsidy Program

7. Process to Obtain a Subsidy

Step 1 – Eligibility

The property owner should ensure that the Property qualifies for the subsidy program.

Step 2 -Review of Protective Plumbing requirements

In consultation with the Plumber/Contractor licensed by the City of Greater Sudbury, the property owner determines the appropriate protective plumbing to best resolve the flooding problem for his or her particular property. If the proposed solution falls into one of the categories, the property owner may qualify for a subsidy.

Step 3: Building Permit

The property owner arranges to obtain Building Permit for the proposed work.

Step 4 – Protective Plumbing is installed

The property owner arranges for the performance of the work. The licensed plumber /Contractor installs the protective plumbing devices.

Step 5– Work inspection

The property owner arranges for necessary inspections by building services, in compliance with the building permit.

Step 6 – Payment of Contractor

The property owner pays the plumber for the performance of the work, making sure to retain copies of all invoices and proof of payment.

Proposed Preventative Plumbing Subsidy Program

Step 7 –Application

The property owner applies for the Preventative Plumbing Subsidy Program, either in person at the 3rd floor in TDS, Community Centres or by mail by sending their application *and all supporting materials* to the following address:

Preventative Plumbing Subsidy Program

City of Greater Sudbury

3rd Floor TDS Engineering Department

200 Brady Street Sudbury P3A 5P3

Information package with the application form can be found either at the Citizen's Office or 3rd floor in TDS or Community Centres or can be downloaded from City's web site.

Step 8- Review of Application

The City will review the property owner's application to ensure that the eligibility guidelines have been met and the application is complete. Eligible homeowners will receive a receipt of application letter. Homeowners who are not eligible or who submitted an incomplete application are sent an explanation letter and where applicable, an explanation of what is required to comply.

Note: If a Condominium Corporation submits applications on behalf of more than one homeowner then the protective plumbing grants will be processed under one application administered by the condominium and a letter of authorization from each homeowner represented by the condominium must be attached to the application.

Step 9: Payment

The City will issue a subsidy cheque to the eligible home owner who has otherwise qualified under the program, for an amount up to the permitted maximum and to the extent that funds are available for the program.

Schedule A: As per Council's decision