

CITY OF DE PERE

Engineering Division

925 S. Sixth Street, De Pere, WI | 920-339-4061 | www.deperewi.gov/engineering



October 31, 2023

«Owner»

«Address_1»

«Address_2»

Re: Foundation Drain Disconnection Program – **October 2023 Update**
«Location», (PARCEL ID# «Parcel»)

Dear Property Owner,

This letter serves to update you on the City's Foundation Drain Disconnection Program (Sump Pump Installation). The City previously sent correspondence introducing you to this program on May 5, 2023. Since our last letter, City staff has spoken to over 800 property owners regarding this program. Based on the input we received, a policy was drafted and approved for the Foundation Drain Disconnection Program at the August 7, 2023 Board of Public Works Meeting and September 5, 2023 Common Council Meeting.

SUMP PUMP INSTALLATION IS NOT BEING MANDATED AT THIS TIME.

The Foundation Drain Disconnection Program will start out as a voluntary program. A mandate will go into effect once properties stop volunteering to participate and disconnect foundation drains (where present) and install sump pumps. The City anticipates completing the program over the next 20 years.

The Foundation Drain Disconnection Program is a property owner led project, meaning property owners are responsible for completing the work, having work inspected, and submitting for reimbursement. Once the foundation drain disconnection and sump pump installation work is permitted and inspected by the City's Building Inspection team, the City will reimburse the property owner directly per the terms and conditions of the program. The City will cover the following costs for those properties who volunteer to hire a plumber to disconnect their foundation drains and install sump pumps:

- 80% of work with a maximum reimbursement of \$4,000. This covers up to \$5,000 in total work completed for those properties volunteering to participate in the FDDP.

When there are no more properties volunteering for this program, the City will then begin to mandate foundation drain disconnection and sump pump installation. Once the mandate goes into effect, the cost share will be reduced to the following:

- 50% of work with a maximum reimbursement of \$2,500. This covers up to \$5,000 in total work completed for those properties where the City mandates that foundation drains are disconnected and a sump pump is installed.

Reimbursement is for the work required to install a sump pump and disconnect the foundation drain from the sanitary lateral. This includes digging through the basement floor to disconnect foundation drains and installing a sump pump crock, sump pump and associated plumbing appurtenances to discharge the clear water to the lawn. Additional underdrain installation or storm sewer lateral installation to the right-of-way would not be reimbursable under this program. Please note that a foundation drain is different from a floor drain that is in the basement. A floor drain is a physical drain in the basement floor, whereas a foundation drain is a network of pipes underneath the basement meant to collect groundwater.

Exemptions

Any property not required to have a sump pump pursuant to the Uniform Dwelling Code shall be considered exempt from this program. These properties include any home constructed on slab or built with a crawl space.

Inspection

Permitting and inspection will be completed through the City's Building Inspection Department. Contractors will be required to obtain a plumbing permit for the improvements related to disconnecting foundation drains and installing sump pumps. Work will need to be approved either through an in-person inspection by Building Inspection staff or through the review of a post-construction televising of the property owner's sanitary sewer lateral with a signed affidavit from a licensed/master plumber that the work is following the City's Municipal Code.

Reimbursement

Once work is completed, an itemized invoice will need to be submitted to the City for review and approval for reimbursement. Staff is currently working to create a reimbursement form to accompany this program and will post it on our website, at the link listed below. The reimbursement process may take up to six weeks as all reimbursements need to be approved by the City of De Pere Common Council.

For more information and updates regarding this program, please visit the City of De Pere website at www.deperewi.gov/inflow.

Respectfully yours,
DEPARTMENT OF PUBLIC WORKS



Chase K Kuffel, PE
Assistant City Engineer