

**VILLAGE OF PASADENA PARK  
SEWER LATERAL REPAIR/REPLACEMENT POLICY**

On August 3, 1999, the Pasadena Park voters approved the proposition to assess up to \$28.00/year on all residential property.

1. Effective as of January 10, 2022, the **owner** of a single family home may recover up to \$3,000.00 of such **owner's** costs in repairing/replacing defective lateral sewer service lines servicing the property of the **owner**, on compliance with the Village's policy, as here set out.
2. A lateral sewer service line is a sewer line which extends from the building foundation wall or exterior wall to the sewer main line in the street or sewer easement. It does not include a sewer line located under any part of a building. A lateral sewer service line may be located in a front, side or rear yard.
3. If an **owner** is experiencing a problem with the lateral sewer service line, the **owner** should contact a licensed/bonded plumbing company or a licensed/bonded drain layer firm/sewer cleaning company to have the line cabled. Sometimes the problem is not with the sewer line, but it may have become clogged up from the entry of improper materials into the line. (The cost of cleaning out the sewer line will not be a reimbursable cost item.) If the problem is not resolved by cabling of the line, the property **owner** should contact the Village. The **owner** must fill out an application and bring a copy of the paid real estate tax bill for the previous year for the property. This property should be clear of any outstanding debts to the Village of Pasadena Park upon application.
4. The **owner** may hire a licensed/bonded contractor to televise the line so that the cause of the problem can be determined. If that discloses that the line is defective, the cost of such testing, to a maximum of \$150.00, is includable as part of the reimbursement cost. If the test does not show the line to be defective, the **owner** assumes that cost.
5. If it is determined through the televised inspection that the sewer service line is defective, the **owner** may hire a licensed/bonded contractor to repair/replace the broken sewer lateral line. Any such licensed/bonded contractor must obtain all necessary permits from the Village/St. Louis County before the work is begun.
6. The **owner** must obtain at least 3 bids for the work in order to make sure that a licensed/bonded contractor has given a fair competitive bid to the property **owner**.
7. The corrective work which is subject to reimbursement is limited to excavation (digging the hole), repairing/replacing the lateral line, backfilling and seeding and strawing the disturbed portion of the yard. For example, no moving or replacing of flower beds, concrete, sheds, driveway, flower boxes, railroad ties, fences, etc., will be covered.
8. The contractor shall comply with all requirements regarding excavation and restoration of streets and all public ways imposed by applicable public agencies and private utilities. It will be the responsibility of the contractor to replace and/or repair sidewalks, driveways and streets damaged or removed in order to accomplish the repair.

9. Upon completion of the corrective work and payment by the owner to the licensed/bonded contractor, the owner is to file an affidavit with the Village which shows that the work has been completed and fully paid for, with a copy of the paid bill for the completed work and copies of all bids received for the work. The Village will review the affidavit and paid bills. If the work, repair/replacement of the defective line is determined by the Village to have been completed, the Village will reimburse the owner directly for such corrective work, up to a maximum of \$3,000.00
10. The Village has no obligation or responsibility for the performance by the licensed/bonded contractor or any other contractor and no responsibility for any damages caused to the **owner's** property by reason of sewer line defects or any other reason.
11. In the event that the Village does not have sufficient funds in its sewer lateral fund to immediately reimburse an **owner** for the Village's share of the cost of a sewer lateral repair, the Village will make such reimbursements to said **owner(s)** when funds become available in the sewer lateral funds, said reimbursements to be made in the order in which the claims are processed and approved.
12. In the event that a dispute arises regarding the eligibility of a claim or a reimbursement that cannot be resolved, the matter shall be brought before the Pasadena Park Board of Trustees for review and resolution. In reviewing the matter, the Board of Trustees shall be guided by the provisions of this policy. The decision of the Board of Trustees in this regard shall be final.
13. All funds collected as a part of the sewer lateral insurance fee shall be placed in a separate, interest bearing account by the Village. Proceeds of this separate funds are dedicated to and shall be used only for sewer lateral repairs as outlined by this policy.
14. The Pasadena Park Board of Trustees may periodically amend these guidelines in the best interest of the Village and its homeowners, except as they may be restricted by state law.

**SEWER LATERAL REPAIR/REPLACEMENT APPLICATION**

(To be completed by property owner.)

**NAME** \_\_\_\_\_

**ADDRESS** \_\_\_\_\_

**TELEPHONE NUMBER** \_\_\_\_\_

**ADDRESS OF PROPERTY WHERE DEFECTIVE SEWER LINE IS LOCATED**

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**NATURE OF PROBLEM:**

**DOCUMENTATION**

**Copy of paid Real Estate Tax Bill (20\_\_\_\_)** \_\_\_\_\_

**Copies of 3 bids** \_\_\_\_\_

**Video/Pictures** \_\_\_\_\_

**Drain Layer License Verification** \_\_\_\_\_

**Contractor Insurance Verification** \_\_\_\_\_

**Pasadena Park permit** \_\_\_\_\_

**Copy of paid bill** \_\_\_\_\_

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Office Use Only:

**Reviewed by** \_\_\_\_\_

**Date** \_\_\_\_\_

**Amount reimbursed: \$** \_\_\_\_\_

**Check #** \_\_\_\_\_

**Date** \_\_\_\_\_