

DEPARTMENT OF WATER MANAGEMENT

2005 SEWER PERMIT REQUIREMENTS AND FEES

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**DEPARTMENT OF WATER MANAGEMENT
2005 SEWER PERMIT REQUIREMENTS AND FEES**

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REQUIREMENTS

Procedure for Obtaining Permits

Prior to the start of work, permits are required from the Department of Water Management for the construction, repair, adjustment, rodding or cleaning of any subsurface structure designed to collect or transport storm and/or sanitary waste water, either in private property or in the public way. A Department of Water Management permit must be obtained **ONLY** by a **LICENSED DRAINLAYER**. A licensed Drainlayer is a person possessing a 2004 Sewer and Drain License issued by the Department of Water Management. Evidence of a current City of Chicago general business or home repair license and a Department of Transportation Public Way Work License must be presented at the time of application for a 2004 Drainlayer's License. (See Appendix, page A-37).

PERMIT SECTION TELEPHONE: (312) 747-8117 OR (312) 747-7893

1. Project plans signed by the architect, engineer or designer must be submitted to the Department of Water Management sufficiently in advance for examination and review. Plans meeting the requirements must be submitted with an application for a permit at least **four days prior** to the issuance of permits.

In general, projects need the review and **approval of the Department of Water Management Design Section** for a determination of the **storm water detention requirements for the following:**

- The resurfacing, grading, filling or excavating of 15,000 square feet or more of contiguous area.
- At grade contiguous impervious areas of over 7,500 square feet.
- New roof area of over 15,000 square feet when constructing additional stories as part of building rehabilitation or restoration.

The above requirements will be enforced on a city-wide basis. Site-specific requirements will apply. Please contact the Design Section of the Department of Water Management at (312) 744-0408 for a determination of these requirements.

Developments adjacent to local water ways will be required to have separate sewer systems with storm water runoff directed to the waterway. Runoff from parking lots or other open areas will be subject to water quality and storm water detention requirements.

Plans requiring the review and approval of the Department of Water Management Design Section must include, but are not limited to the following information:

- A. A clear site location map showing the site, local streets, alleys, north direction and elevations referenced to Chicago City Datum = 0.00, (CCD = 579.88 feet above mean tide New York).

- B. A brief description of the proposed development including the total area of the site, the total impervious area of the site and the existing and proposed land use. Increases in the total impervious surface area due to proposed work shall be stated as a percentage of the total site area.

- C. Grading and Drainage Plans shall include the following:
 - ___ Plan elevations shall be based on the Chicago City Datum for sites larger than or equal to 15,000 square feet. Plans shall have a datum correlation for sites less than 15,000 square feet, as previously stated in Section A
 - ___ Existing and proposed ground cover type shall be shown on the plans
 - ___ Rim and invert elevations for all sewer structures shall be shown on the plans
 - ___ Structures shall be provided for each change in pipe size, material, elevation or direction
 - ___ Flat top structures must be specified where necessary and shall be approved by the Department of Water Management
 - ___ City of Chicago details for manholes, catch basins and connections shall be included in the plans
 - ___ No more than 400 square feet of contiguous impervious area shall drain directly to the public right-of-way
 - ___ Minimum gutter slope shall be 0.4%
 - ___ Minimum slope on pavement shall be 1.0% (e.g. parking lot)
 - ___ The location of all downspouts shall be included in the plans. Downspouts shall be splashed to landscaped areas, where possible
 - ___ No overflows shall be allowed to adjacent private property
 - ___ Private drain connections to the city sewers shall be made with a wye connection and the tie-in elevation shall be shown on the plans
 - ___ Perforated underdrains in landscaped areas and the public way shall be a

minimum of 4 inches in diameter and shall discharge to catch basins

___ Minimum spacing of 15 feet between private drain connections to the city sewer shall be maintained, where possible

___ The last structure before a connection to a combined sewer shall have a half trap. If this requirement cannot be met, all other upstream catch basins shall have a half trap.

___ Maximum length of a sewer between structures shall be:

6" to 10" diameter = 150 feet

12" to 54" diameter = 330 feet

60" diameter and larger = 660 feet

___ Sewer slopes shall meet Department of Water Management minimum standards **and** a minimum of 3.00 feet of cover over vitrified clay pipe sewers:

For Vitrified Clay Pipe:

6" = 0.79 %	15" = 0.24 %
8" = 0.54 %	18" = 0.20 %
10" = 0.40 %	21" = 0.15 %
12" = 0.32 %	

For Reinforced Concrete Pipe:

24" = 0.18 %	36" = 0.11 %	60" = 0.052 %
27" = 0.15 %	42" = 0.09 %	66" = 0.046 %
30" = 0.13 %	48" = 0.07 %	72" = 0.040 %
33" = 0.12 %	54" = 0.06 %	78" = 0.036 %

D. Plan views of all existing and proposed features of the site shall include:

- 1) Property boundaries, rights-of-way and easements.
- 2) Roadways, structures, parkway lots, driveways, sidewalks and other impervious surfaces.
- 3) Pervious area including but not limited to grass and dirt.
- 4) Sewers, catch basins, drainage structures and other underground utilities that may be impacted by the development.
- 5) Locations of outside cleanouts and downspouts, whether connected or

disconnected.

- 6) Sewer connections, drainage boundaries and surface overflow locations.
- 7) Any adjacent ponds, channels or flood plains.

E. For sites subject to Department of Water Management’ **Storm Water Detention Requirements**, the following additional design guidelines and plan requirements shall apply:

For Grading and Drainage Plans:

- ___ Limits of the 100-year flood boundary with dedicated overflows, via driveways, to the public right-of-way
- ___ 10-inch maximum ponding depth in parking lots/detention basins or a letter from the property owner accepting a ponding depth greater than 10-inches
- ___ 0.1 feet minimum freeboard between the calculated 100-year high water level and the overflow to the public right-of-way
- ___ 0.1 feet minimum freeboard between the overflow and encroachment onto adjacent private property
- ___ Structures with restrictors have a 2-foot minimum sump, restrictor to be installed at the downstream end of structure
- ___ Bolted down lids on manholes with 48-inch or larger storm water storage pipes at school sites
- ___ Detail of restrictor inside the structure shown on the plans; 2.5-inch minimum diameter plate opening, 3-inch minimum diameter pipe
- ___ Wet bottom detention basins at least 3-feet deep with side slopes no steeper than 3H:1V without erosion protection; a safety ledge, a minimum of 4-feet wide located 1- to 2-feet below normal water level
- ___ Dry bottom basins with side slopes no steeper than 4H:1V

For Calculation Requirements:

- ___ City of Chicago Department of Water Management “Detention Calculation Form” must be submitted, see Appendix page A-1
- ___ Volume stored is equal to volume required by the City of Chicago 100-year storm event

Runoff coefficient: $C = 0.90$ for paved areas
 $C = 0.30$ or 0.12 for grass areas depending on location in city
 $C = 0.75$ for grassed dry bottom detention basins up to the 100 year highwater level

___ Volume of available storage is calculated using frustum of cone equation for parking lots and detention basins:

$$V = \frac{H}{3} (A_1 + A_2 + \sqrt{A_1 * A_2})$$

___ Restrictor discharge calculated by orifice equation with correct discharge coefficient

Discharge coefficient: $C = 0.61$ for sharp edged plate bolted to structure
 $C = 0.80$ for pipes less than 2-feet long grouted into sewer

___ The maximum discharge released by restrictor is the same rate or less than the required release rate

___ Uncontrolled runoff from impervious areas must be compensated by a decrease in discharge at other outlet(s)

___ When permitted by the Department of Water Management, the volume of available storage for overflows onto the public right-of-way may be calculated using the End-Area Method; the maximum inundation in the public right-of-way is from 1/2 the width of the street up to the sidewalk along the frontage of the site

2. Submit **three sets of plans** approved by the Department of Water Management showing all new underground sewer work inside and around the project, with a clear site or location plan together with the estimate of quantities for sewers, sewer structures to be installed and elevations. Along with the plans, the original zoning stamp must be shown and a copy of the street opening permit with number must be given where applicable. For condominiums, some town homes or other developments with a shared private sewer, a covenant, recorded by the Cook County Recorder of Deeds, will be required. The covenant must have the correct legal description and street addresses for the proposed work and is subject to the approval of the department. **Neither plans nor payment for permits will be accepted until all permit requirements are met.**

3. When applying for paving permits, a list of all streets to be paved and as applicable, the CDOT, IDOT or County Contract Number, Specification and Project Number must be submitted, in addition to the contract plans.

4. All sewer structures must meet Department of Water Management standards. (See Appendix.) In storm water detention applications of underground storage pipe not in the public way, standard IDOT structures may be used upon approval of the Department of Water Management.
5. At the time of registration or application for a permit for any sewer work such as: rodding, cleaning, repairs, emergency repairs, extensions, and/or any new work, the applicant must reveal the estimated cost of work to the Department of Water Management before a permit is issued.
6. A licensed Drainlayer who is **also** a licensed Plumbing Contractor may apply for an underground sewer permit for work that involves **iron, tile and/or concrete pipe**.
7. A licensed Drainlayer who is **not** a licensed Plumbing Contractor may apply for an underground sewer permit for work that involves **only tile and/or concrete pipe**.
8. When **two or more Licensed Drainlayers** are to work at the same location, **all Drainlayers** must apply for permits at the **same time**.
9. After normal working hours, calls for **emergency registrations** will only be accepted for jobs where there is water in the basement. The telephone numbers to call for emergency registrations are as follows:

Weekdays (8:30 a.m. to 4:30 p.m.)	(312) 747-8117
Evenings, Weekends & Holidays (24 Hours Voice Mail)	(312) 747-8117 and (312) 747-7000

(Also see **the Procedures for Obtaining Inspections**, page 7.)

To report problems with public main sewers or structures:

24 Hours	(312) 747-7000
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10. A **copy of the permit must be on the job site** prior to the start of any work. The Contractor must allow **four working days from permit issuance** before requesting an inspection, except in the case of emergencies which require 24 hours notice prior to inspection.

11. Failure to obtain permits prior to the start of construction will incur a **penalty** and could result in the suspension of the Drainlayer's license. (See details under "Sewer Construction and General Permit Fees.")

12. For all projects involving main sewers in the public way, the contractor must submit **as-built plans** after completion of the project to the responsible agency and to the Department of Water Management. (See Appendix, page A-7.) **The submittal of the as-built plans will also be a sewer punch list item.**

Procedures for Obtaining Inspections

For contractors in possession of a sewer permit, inspections must be arranged at least **two working days** prior to the start of work. Inspections may be requested by calling the following telephone numbers. (See Private Drain Rodding or Cleaning, page.13)

Plumbing Inspections:		(312) 744-7017
*House Drain Inspections:	Central District	(312) 747-7047
*Mason Inspections:	Central District	(312) 747-1686
Mason Inspector's Fax:	(312) 754-1964	
(*For emergency homeowner repairs also call		(312) 747-7000)

Sewer Records / Bench Marks

Records of the Department of Water Management disclosing existing house drain connections; structures; bench monuments; ordinance grades; ages of sewers; pipe material and other sewer records are available at the department offices for viewing. Copies can be obtained upon payment of a nominal fee, from:

**Department of Water Management,
Bureau of Engineering Services, Sewer Section
DePaul Center, Suite 410
333 South State Street
Chicago, Illinois 60604-3971**

Reuse of Existing House Sewer and House Drain

The existing house drain, house sewer or other sewer structure may be reused only upon approval of the Department of Water Management. The pipe must be inspected by closed circuit television in the presence of an inspector and a copy of the tape must be given to the inspector from the

Department of Water Management. (See Section 18-29-703.4.1 of the Municipal Code of Chicago.)

Flood Controls

Contractors installing flood control systems must submit the following to the Department of Water Management for approval before a permit can be issued:

1. A copy of the contract, signed by the owner, stating the work to be performed.
2. The horsepower, discharge size and capacity of the pump to be used.
3. A sketch of the lot with dimensions showing the building, existing downspouts and all work to be performed.
4. Downspouts are required to be disconnected prior to the installation of a flood control system. The Contractor must inform the homeowner **in writing, as part of the contract** whether the pump is sized to carry the roof drainage if disconnection is not feasible.

Connection to Waterways

The permit and inspection fees for **direct and indirect connections** to the rivers in Chicago and to any other waterways or lakes in the City of Chicago shall be the same as for sewers built in the City of Chicago. **Where feasible, new developments shall discharge storm water to local waterways in lieu of connecting to the public sewer system.**

In addition to a permit from the Department of Water Management, permits and/or approvals may be necessary from the following to make connections to waters under their jurisdiction:

1. Illinois International Port District
2. City of Chicago, Department of Construction and Permits
3. State of Illinois Environmental Protection Agency
4. Metropolitan Water Reclamation District of Greater Chicago
5. State of Illinois, Department of Natural Resources, Office of Water Resources
6. U.S. Corps of Engineers, District Engineer

7. Chicago Park District
8. City of Chicago, Department of the Environment
9. Illinois Department of Transportation

Connections to Private Sewers

In addition to a permit from the Department of Water Management for connections to private sewers, approvals from the **property owners' or homeowners' association** may be necessary. A recorded covenant will be required to obtain a permit for condominiums or other arrangements where sewers are shared.

Pipe Material

Sewers constructed in sizes **21-inches in diameter and smaller** must be Extra Strength Clay Pipe, ASTM Designation C-700 with C-425 joints; Ductile Iron Pipe, class 52 or equivalent, with push on or mechanical joints; or Cast Iron Pipe, with hot poured pure lead firmly packed with oakum or hemp. (See Section 18-29-702.3 and 18-29-1102.4 of the Municipal Code of Chicago.)

Cast iron pipe cannot be used in the public way.

Cast iron pipe is allowed on private property.

Reinforced Concrete Pipe (R.C.P.) may be used for sewers **24-inches in diameter and larger**. ASTM Designation C-76, Class-III, Wall-B with O-ring joints is the minimum requirement for this type of pipe.

No plastic pipe may be used for any underground sewer or drain inside or outside the property, except as specifically allowed by the Municipal Code of Chicago. The Municipal Code of Chicago, Section 18-29-702.3 and 18-29-1102.5, Subsoil Drain Pipe, allows (1) PVC pipe - ASTM D2729 (type Sewer Pipe, PS25, PS50 and PS100); or (2) PVC perforated subsurface drain pipe, ASTM F 891 with nylon sock, filter fabric, ASTM D 3034, SDR 35 (4 inch - 15 inch). No corrugated pipe is allowed.

R.C.P. may **not** be used for pipe **21-inches in diameter and smaller**, inside or outside the private property.

If sewer cover is less than three feet (3'-0"), Class 52 or equivalent pressure Ductile Iron Pipe shall be used. If there is less than three feet (3'-0") between the property line of the lot and the building line, the sewer must be relocated or Iron Pipe may be allowed contingent upon review.

Pipe Sizes

Minimum size of a combined house sewer shall **not be less than six inches** (6").

Minimum size of sanitary or storm underground shall **not be less than four inches** (4").

Connections to Existing Sewers

Connections to existing sewers shall be made with a vitrified clay wye junction or a properly sized saddle. All such connections shall be cored. **No break-in connections** will be allowed for existing clay, concrete sewers or lined brick sewers.

Catch Basins and Grease Basins

The Department of Water Management requires that establishments that prepare and process food, and all multiple dwelling buildings with over six dwelling units (exclusive of townhouses) must have grease basins. All waste from sinks, garbage grinders, dishwashers, discharge from kitchens and all process waste must be intercepted before reaching the public sewer system, in accordance with Section 18-29-1003.1 and 18-29-1003.3 of the Municipal Code of Chicago, except waste from industrial/commercial garbage grinders and dishwashers.

Such interception must be made by a **catch basin** or **special intercepting basin** of a design and construction approved by the Commissioner of the Department of Water Management, and as shown in **Department of Water Management Standards** (see Appendix, page A-32, A-33) or an approved grease separator where applicable.

The catch basin or special intercepting basin should be located outside of the building served. Grease basins or special intercepting basins must be vented when constructed inside the building. Plans for the approved basins and information regarding approved types of grease separators are available from the Department of Water Management. The Department of Water Management permits individual grease traps under kitchen sinks in town homes where the private drains from the individual units connect to the main sewer lines outside the buildings. This rule applies to connections to private main sewers as well as public main sewers.

Lint Basins

Lint basins are required when washing machines are used commercially or as determined by the Department of Water Management. (See the appendix, A-34)

Drainage of Outside Area/Yard

Outside **areas greater than 400 square feet and not more than 5000 square feet**, when drained to sewers, shall be connected to catch basins not less than three feet (3') in diameter with sumps not less than three feet (3') below the bottom of the trap. Contact the Department of Water Management for standards.

Outside areas not more than 5000 square feet, when **not** drained to sewers, shall have any impervious area sloped toward an equivalent amount of pervious area or street gutter connected to a public sewer to avoid spilling or the discharge of water onto adjoining premises.

Each outside area **more than 5000 square feet** shall be provided with a catch basin not less than four feet (4') in diameter with sumps not less than three feet-four inches (3'-4") deep below the bottom of the trap. See the appendix for details of the Department of Water Management' standard. Larger drainage areas may be permissible in cases where storm water detention is required as approved by the Department of Water Management.

Inlets are not permitted in the public way, unless specifically approved by the Commissioner of the Department of Water Management due to utility conflicts.

Catch basin to catch basin connections are allowed for storm water drainage in a **private development** where sanitary flow and storm flow are separated on site.

A **minimum six-inch (6") outlet** is required from catch basins, except for catch basins in the public right-of-way, which require an **eight-inch (8") outlet**.

Alley Sewers

New connections to alley sewers are **not** allowed. Repair permits for existing connections may be issued.

SEWER CONSTRUCTION & GENERAL PERMIT FEES

(See Mailed Payment for Sewer License, Permit and/or Special Deposit Fees)

General Permit Fees

Connections And Extensions

6" Diameter and Smaller	\$ 75.00
8" Diameter	\$125.00
10" to 16" Diameter	\$175.00
18" to 21" Diameter	\$225.00
24" Diameter and Larger.....	\$300.00

Repairs And/Or Additions (On Private Property) To Existing Sewers Up To Twenty Feet (20')

Where old or defective underground plumbing is to be removed and replaced inside or outside of a building, the sewer line shall be rodded in both directions in the presence of a sewer inspector. **If the estimated cost for a repair, addition and/or extension is equal to or greater than \$2000.00 for the sewer work up to the property line, the repair cannot be registered over the phone.** The drainlayer must submit three sets of plans approved by the Department of Water Management showing all new underground sewer work in order to obtain the permit. **The required permit fee must be transmitted to the Department of Water Management for processing within thirty days of the date of the registration. Failure to do so will result in increased permit fees and eventually the assessment of fines. Invoices will not be mailed to contractors. Drainlayers ARE NOT ALLOWED to make REPAIRS and/or ADDITIONS in the PUBLIC WAY unless it is for a commercial/industrial building or a residential building with more than four units.**

6" Diameter and Smaller	\$ 65.00
8" Diameter	\$100.00
Over 8" Diameter	\$125.00

Repairs or Adjustment of a Sewer Structure
in Public Way or on Private Property

.....	\$ 50.00
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Repair of an Existing Flood Control

System on private Property \$ 30.00

Miscellaneous Main Sewers/Catch Basin Drains/Paving

This fee is applicable for sewers constructed by public agencies including: **Department of Water Management, CDOT, IDOT, Cook County**, and others. The project involves connections of branch sewer or catch basin drains to main sewers at various locations. If the summation of General Permit Fees exceeds **\$450.00, a maximum of \$450.00** will be charged.

Private Drain Rodding or Cleaning

Rodding/Cleaning work that is upgraded to a repair or an extension must be immediately registered as such, and have the initial classification removed from the registration record, or a penalty may be assessed. **The required permit fee must be transmitted to the Department of Water Management for processing within thirty (30) days of the date of the registration. Failure to do so will result in increased permit fees and eventually the assessment of fines. Invoices will not be mailed to contractors. Please contact the Inspection Section at (312) 747-7047 prior to beginning non-maintenance rodding or rodding which may involve a break in the private drain to verify the location where the rod stops.**

For Rodding or Cleaning a House Drain, House Sewer
or any Branch \$20.00

Seal Permit (Demolition)

Each Seal - Seal Permit (Demolition)
..... \$125.00

All wrecking contractors working in the City of Chicago shall obtain a **Seal Permit** for the sealing and abandonment of house sewers. Seals in sewers within the Central Business District (area bounded by North Avenue, Cermak Road, Lake Michigan and Halsted Street), and seals in drains connected to sewers four feet (4') in diameter or larger, must be made at the main sewer. Such sealing must be done in the presence of a House Drain Inspector. Calls to arrange for a House Drain Inspector must be made to: (312) 747-7047

This permit must be obtained in advance of sealing any house sewer. The fee is payable for each house sewer connection to be cut off and sealed.

No Inspection Fee will be charged for seal permits, however, sealing of a house drain without an inspection will be considered illegal work. (See **Penalty for Work Without a Permit, Page 15.**)

Miscellaneous Permit Fees

Sump Pump Only Installation \$50.00

Sump Pump & Drain Tile Installation (residential only)	\$100.00
Flood Control & Overhead Conversion (residential only)	\$100.00
Inspection Manholes (per Manhole)	\$100.00
For Each Townhouse/Single Family Residence Unit of a Planned Development or Subdivision (Each House)	\$65.00
Pumping of Water from Basements of Residential Buildings up to Six Flat Apartment Buildings	\$30.00
Other Pumping Operations Minimum Charge of \$100 or Based on Volume of Discharge at Sewer Service Charge Rate	\$TBD

For permits for other pumping operations, the applicant shall submit the location, rate of pumping, duration of pumping operations and the estimated total volume to be pumped as well as required approvals from other agencies. The point of discharge is subject to the approval of the Department of Water Management.

No Inspection Fee will be charged for the above-listed miscellaneous permits.

Stubs

Where Only Stubs Are Being Installed (Each Stub)	\$50.00
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Inspection Fee For Paving Projects

For a paving contract involving adjustments to sewer appurtenances, a fee of **\$250.00** will be charged **for each mile** (or fractions thereof) of street paved. If new sewers are involved, additional permit fees will be charged per the schedule of “General Permit Fees.” Adjustments to appurtenances must be done by a qualified bricklayer. At the end of every day, it is assumed all sewer and sewer structures will be free of debris and in operating condition. An additional fee of **\$250 for each mile** (or fraction thereof) will be assessed for each additional inspection required due to sewer deficiencies. All sewer structures shall be cleaned of debris.

When existing sewer structure frames and/or lids in the public way are broken, damaged or obsolete, they must be replaced by new frames and/or lids. All broken, damaged or obsolete frames and/or lids, and the appropriate transmittal form must be delivered to the Central District of the Department of Water Management located at 3901 South Ashland Avenue. The transmittal form may be obtained from a sewer inspector. **Delivery must take place between 10:00 am and 2:00 pm Monday through Friday.** Call (312) 747-1777 to arrange for delivery of the frames and/or lids.

Television Survey, Sewer Cleaning, Sewer Lining, and Sewer Inspections

Minimum	\$125.00
From Zero to 500 Linear Feet of Sewer	\$125.00
From 501 to 1000 Linear Feet of Sewer	\$200.00
Over 1000 Linear Feet of Sewer	\$275.00

Permits may be granted to registered engineers/contractors. The applicant must submit: a) limits of sewer system involved; b) certificate of insurance in the amount of \$300,000.00 for General Liability, naming the City of Chicago Department of Water Management as a coinsured; c) signed statement that the engineer/contractor will enforce OSHA safety regulations, test for sewer gases and assume general liability for personal and property damages. The applicant shall be responsible for calling the Department of Water Management’ inspector for an inspection, at (312) 747-8117.

Installation of Testing Equipment

For the installation of testing equipment, etc., in a manhole.

Each Installation	\$150.00
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Mailed Payment for Sewer License, Permit and/or Special Deposit Fees

To avoid processing delays and/or penalties, see mailing address on page 19, INSPECTION FEES.

Penalty for Work Without a Permit

Failure to secure a permit **prior to the start of work** will result in the assessment of fines against the responsible Drainlayer(s). Assessment of fines will be according to the following schedule:

FIRST OFFENSE	\$ 200.00
SECOND OFFENSE	\$1000.00
THIRD OFFENSE	Suspension of License

In order to contest a penalty, the **drainlayers must contact the Inspection Section at (312) 747-7047 or (312) 747-7031** and schedule an appointment. Upon suspension of a Drainlayer’s license, the Department of Water Management will notify the Department of Construction and Permits, the Department of Transportation, the Department of Revenue and the Department of Consumer Services.

Penalty for Failure to Request an Inspection

Failure to request an inspection **prior to the closure of the work** will result in the assessment of fines against the responsible Drainlayer(s). Assessment of fines will be according to the following schedule:

FIRST OFFENSE	\$ 200.00
SECOND OFFENSE	\$1000.00
THIRD OFFENSE	Suspension of License

In order to contest a penalty, the **drainlayers must contact the Inspection Section at (312) 747-7047 or (312) 747-7031** and schedule an appointment. Upon suspension of a Drainlayer’s license, the Department of Water Management will cease to issue any additional permits to the responsible Drainlayer until compliance is achieved. The work must be immediately uncovered or a closed circuit television inspection performed, as determined by the Department of Water Management in the presence of a Department of Water Management inspector. **An inspector must be present during non-maintenance rodding.**

Penalty for Infractions of Sewer Requirements

Graduated fines will be assessed for infractions of sewer and sewer related requirements including but not limited to; performing sewer or sewer related work and having an existing fine that has not been rectified, performing and sewer or sewer related work contrary to the plans approved by the Department of Water Management without written authorization from the Department of Water Management. Assessment of fines will be according to the following schedule:

FIRST OFFENSE	\$100.00
SECOND OFFENSE	\$100.00
THIRD OFFENSE	\$200.00
FOURTH OFFENSE	\$200.00
FIFTH OFFENSE	\$300.00
SIXTH OFFENSE	\$300.00
SEVENTH OFFENSE	Suspension of License

Penalty for Damaging Sewers or Sewer Structures in the Public Way

The penalty for damaging sewers or sewer structures and not notifying the Department of Water Management is **\$500.00 for each offense**. If the contractor causes damage to any sewer or sewer structure in the public way and is unwilling or unable to make restitution, the Department of Water Management shall make repairs and collect the entire cost of the repairs and any associated cost including any clean up from the person responsible for the damage.

Stop Work Order

If any construction, alteration, repair or installation is done on any sewer or sewer structure in violation of any of the provisions of the Municipal Code of Chicago, as related to the latest edition of the Department of Water Management “Permit Requirements and Fees” booklet, the Department may issue a stop work order directing such work to cease immediately, in addition to any penalties, as applicable.

Penalty Hearing Notice (Administrative Hearing)

Any person charged with a violation of the Municipal Code relating to the Department of Water Management will be issued an Administrative Notice of Ordinance Violation, which will contain a cite to the Municipal Code section allegedly violated and a hearing date. All hearings will be held at the Department of Administrative Hearings, at 400 W. Superior.

If the drainlayer or contractor wants to discuss the violation prior to the hearing, he may contact the Inspections section at (312) 747-7047 or 7031 and schedule an appointment. If the violation is not resolved at this meeting, the person charged must appear for the hearing at the Department of Administrative Hearings at the date and time stated in the notice.

Failure to appear for a hearing on the date and time stated on the notice may cause a judgment to be entered against the person or entity charged. Fines not exceeding the maximum penalties as specified in the Municipal Code for each violation, as well as costs, restitution and other fees may be imposed.

Drainlayers Procedures for the Private Drain Program

If a building owner of a **single family home or a residential building of four units or less** is experiencing problems with their private drain, it is recommended that the building owner hire a drainlayer licensed with the Department of Water Management. If there is damage to the private drain in the public way, the City will be responsible to make the repair and the **homeowner must file a service request by contacting 311**. If there is damage to the private drain in the private property, the building owner is responsible to make the repair through a licensed drainlayer. Therefore, prior to televising a private drain, beginning non-maintenance rodding or beginning rodding which may involve a break in the private drain, a licensed drainlayer must:

1. Contact (312) 747-8117 to register for a **rodding permit** and to obtain the sewer permit number. (Also see Private Drain Rodding and Cleaning, page 13.)
2. Contact (312) 747-7047 to request an inspection. (See the Procedures for Requesting an Inspection, page 7.)
3. The inspector must be present during the televising or rodding to verify the location where the rod stops and to determine if the work is within the confines of the Private Drain Program.
4. If the contractor locates the obstruction and the mark is incorrect, the contractor will be required to return within 24 hours of notice, with the inspector present and at no cost to the City or building owner.
5. The contractor is responsible to have all equipment necessary to remove or locate the obstruction.
6. The contractor may be required to provide a video tape of the private drain to the inspector.
7. Contact (312) 747-7059 if there are any **inspection questions** regarding the Private Drain Program.

INSPECTION FEES

(See Mailed Payment for Sewer License, Permit and/or Special Deposit Fees)

Public and Private Property

The following fees for inspection will be charged for all underground sewers constructed in Public or Private property.

6" Diameter and Smaller	\$ 0.85 per foot
8" Diameter	\$ 1.00 per foot
10" Diameter	\$ 1.15 per foot
12" Diameter	\$ 1.30 per foot
14" Diameter	\$ 1.45 per foot
15" Diameter	\$ 1.60 per foot
16" Diameter	\$ 1.75 per foot
18" Diameter	\$ 1.90 per foot
21" Diameter	\$ 2.05 per foot
24" Diameter	\$ 2.20 per foot
27" Diameter	\$ 2.35 per foot
30" Diameter	\$ 2.50 per foot
36" Diameter	\$ 2.65 per foot
42" Diameter and Larger	\$ 2.80 per foot

No Inspection Fees will be charged for single family residences.

Additional Inspection Fees for Work During Non-Regular Working Hours

For work performed during non-working hours, **an additional fee of \$50.00 per hour** for each hour worked will be charged. A Contractor planning work during non-working hours must call (312) 747-7047/(312) 747-1686 and (312) 747-8117 in advance for approval, and to arrange for an inspector.

Sewer Appurtenances

Manholes	\$ 22.00 each
Catch Basins	\$ 22.00 each
Inlets	\$ 22.00 each

Miscellaneous Inspection Fees

For Each Building of a Planned Development (per Building)	\$ 65.00
Special Inspection Fee (per Plant)	\$150.00
Required by the U.S. Department of Agriculture	

Inspection Fees for Paving Contracts

The inspection fees for paving contracts involving new sewer/appurtenances will be the same as inspection fees listed under “Public and Private Property” page 18, and under “Sewer Appurtenances” page 19.

Mailed Payment for Sewer License, Permit and/or Special Deposit Fees

Mailed Payments for ALL SEWER FEES must be forwarded to the Sewer Permit Section or:

The Department of Water Management
Bureau of Engineering Services, **Sewer Section**
The DePaul Center, 333 South State Street
Chicago, Illinois 60604 - 3971, Suite 410

Attention: Rene Hernandez, Sewer Permit Section

APPENDIX

DEPARTMENT OF WATER MANAGEMENT STANDARDS

AS BUILT - RECORD DRAWINGS FORM

The contractor will be required to submit “as-built plans” / record drawings of all new sewers and sewer structures that will be owned and maintained by the City. These “as-built plans” / record drawings should be sealed by a registered land surveyor and/or a registered professional engineer and **submitted within three weeks after the completion of the sewer work.** These “as-built plans” / record drawings should be forwarded to the Commissioner of the Department of Water Management, 333 South State Street, Room 410, Chicago, Illinois 60604 - 3971 to the attention of the Chief Engineer along with a copy of this form, the coinciding sewer permit and video tape, as applicable.

Drainlayer’s Name: _____ Phone No.: _____

Drainlayer’s Signature: _____

Date of Project Completion: _____

Date Submitted As-Built Plan / Record Drawing: _____

FOR OFFICE USE ONLY:

Project Manager: _____ Phone No.: _____

Project Name: _____

Project No. and/or Contract No.: _____
(i.e., CDOT, IDOT, COUNTY)

Project Location: _____

Issues By: _____ Date: _____

DRAINLAYER'S LICENSE CLASSIFICATIONS:

During 2002, the Department of Water Management implemented a DRAINLAYER'S TRAINING PROGRAM in conjunction with licensing. This program will be offered by City Colleges of Chicago in 2005 again. Successful completion of this program, including passing both a written and practical exam is required in order to obtain a drainlayer's license from the City of Chicago for 2005. All current license holders should have completed this program from January 9, 2004 through November 19, 2004. If not, please see the 2005 Program Schedule attached.

Work included under an "A" drainlayers license

*New building construction, sewer main construction, or sewer and sewer related activity is done. All license requirements are needed including C.D.O.T. license, **practical and written test every five years.***

New construction on private property

New construction in the public way

Single family residences

Development of townhouses - condominiums - multiple family residences

Also, all items included under a type "B" and "C" license

Work included under a "B" drainlayers license

*Repairs and construction on existing buildings only, or sewer and sewer related activity is done. No new building construction or new sewer main construction activity is done. Otherwise, all license requirements are needed including **practical and written test every five years** except C.D.O.T. permit needed only as applicable.*

Repairs - Repair extensions

Repair or adjustment of a sewer structure in public way or private property

Flood controls, overhead conversions, sump and drain tile pipe

Flood control repair

Sump pump without overhead conversion/drain tile pipe

Stubs permits

Power rodding

Inspection manhole

Paving

Also, all items included under a type "C" license

Work included under a "C" drainlayers license

*Only sewer and sewer related activity is done. No building construction or sewer main construction activity is done. Requirements on page 15 of the 2005 Permit and Fees Booklet are needed including **practical and written test every five years.***

Pumping permit for miscellaneous other

Pumping water out of basements

Seal permits

Televising, cleaning, lining and inspection of sewers

Installation of testing equipment

Please be advised a type "A" license encompasses the activity listed under a type "B" and a type "C" license, and likewise a type "B" license encompasses the activity listed under a type "C" license. **Drainlayers ARE NOT ALLOWED to make REPAIRS and/or ADDITIONS in the PUBLIC WAY unless it is for commercial/industrial or a building with more than four units.**