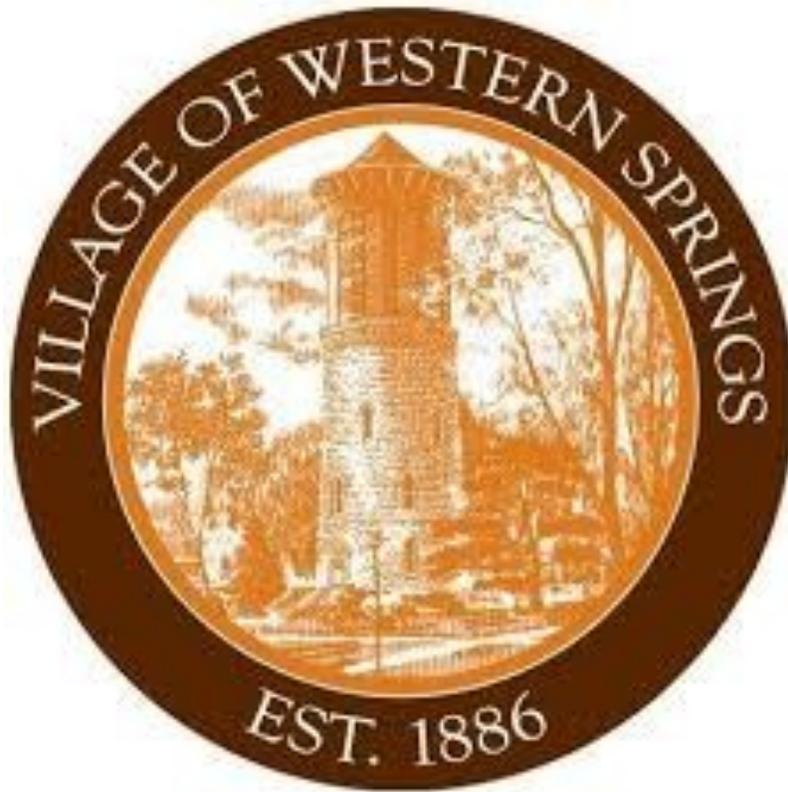


# Village of Western Springs



## Overhead Sewer System Cost Share Program

Municipal Services Department

(708) 246-1800 Ext. 200

740 Hillgrove Avenue, Western Springs IL 60558



**Village of Western Springs—Municipal Services Department**

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**(708) 246-1800 Ext. 200**

**[www.wsprings.com](http://www.wsprings.com) & [OSScostshare@wsprings.com](mailto:OSScostshare@wsprings.com).**

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## Introduction

On August 16, 2021, the Village of Western Springs (the “Village”) Village Board approved staff to draft and implement a pilot Overhead Sewer System Cost Share Program (the “Program”). The Program’s intent is to offset a portion of the expense that a homeowner will incur to modify the building’s plumbing system. Eligible homeowners may qualify for a reimbursement of 50% of the total cost, up to a maximum of \$5,000.00, to install an overhead sewer system (OSS) or a backwater check valve (BCV). Village staff will determine the prioritization of applications received for Program participation based upon factors including but not limited to: historic flooding patterns, timeline of application receipt, and geographic location within the Village at large.

An OSS is intended to prevent or significantly reduce the chance of any backflow of sewage entering the home. Homes constructed prior to the early 1970s were constructed with gravity sewer systems that make their basements more susceptible to flooding from sanitary sewer backups. Backups are prone to occur when the sewer capacity overflows during heavy rain events, thus pushing backflow into the lowest entry point in the home. By raising the lowest opening in the home's sewer system, an OSS prevents both water and sewage from escaping the system. Another form of backflow prevention is a BCV. A BCV is a flap attached to the service line that opens normally as sewage leaves the home. When the sewer system is filling up due to heavy rain, the sewage cannot push into the home as the flap stays closed when pressure is applied from the sewer system.

Both systems have their merits and drawbacks. The Village does not advocate any one system; it is up to the homeowner to research and discuss with qualified, licensed plumbers to decide what is the best solution for their home.



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## Introduction

Costs not eligible for reimbursement through the Overhead Sewer System Cost Share Program include:

- Replacement of flooring, drywall, painting, interior redecoration, paint, replacement/restoration of sidewalks, parkways, curbs, and streets, and/or landscaping.
- Any permits required to perform this work, which will include all applicable permit fees and bonds.
- Architectural fees and/or rodding or televising of the sewer service line.
- Repairs or replacement of the sewer service line.

The Program is not retroactive and may not be applied to work performed in the past. Please take the time to read through the information in this packet which provides technical and administrative details of the program as well as necessary applications. When sending documentation to the Village, please title the documents as follows:

**Homeowner/Applicant's Name—Address of Home—Name of Document—Type of work (OSS or BVC)**

**Example:**

**Joe Smith—123 Easy Street—Disconnections Checklist—OSS**

All questions regarding this program should be directed to the Village's Municipal Services Department at 1-708-246-1800 ext. 200.



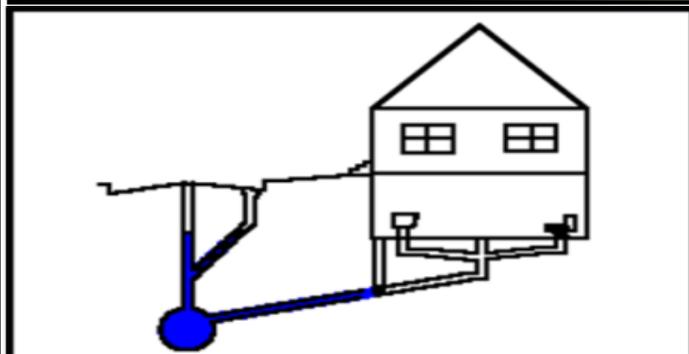
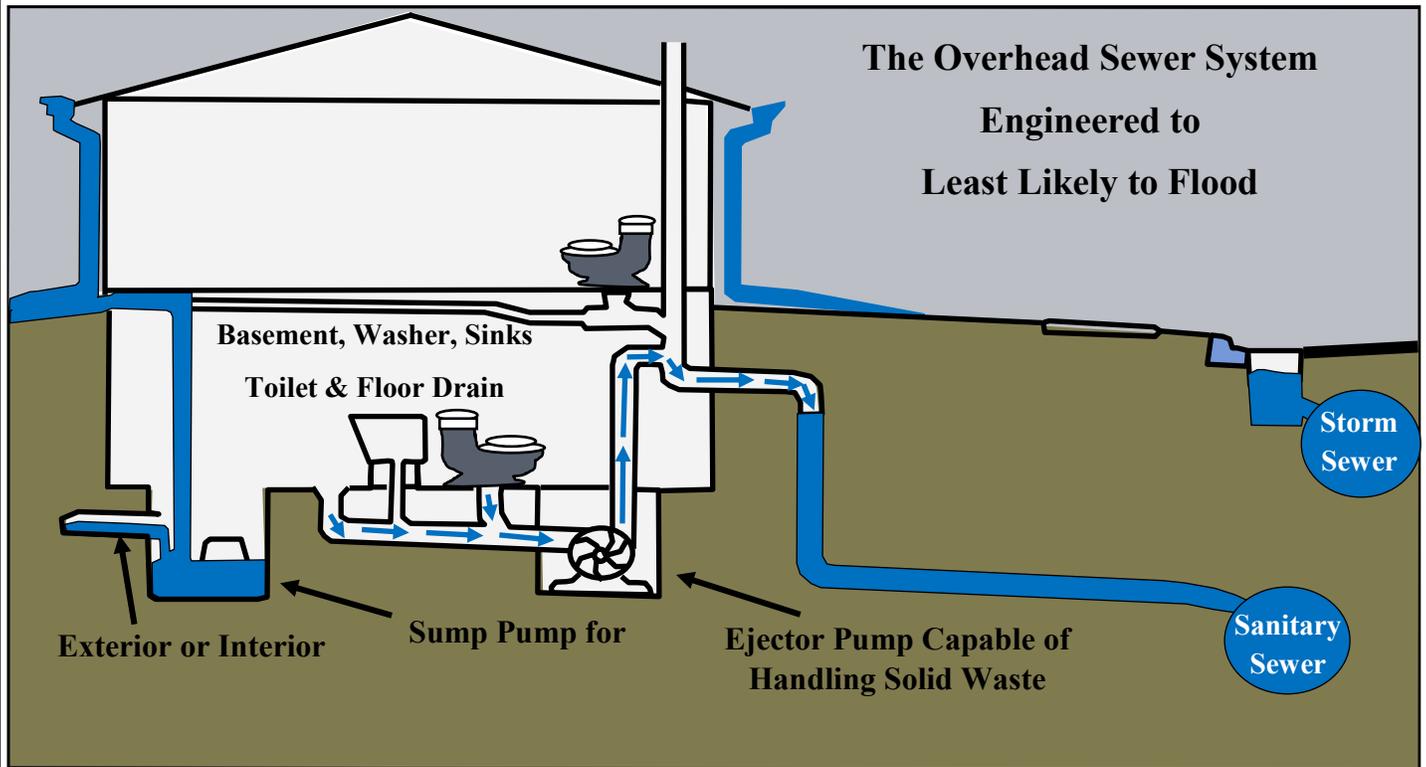
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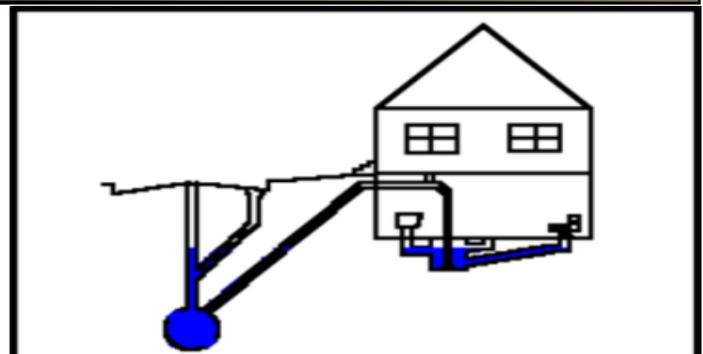
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## Overhead Sewer System



### Before

With standard plumbing, sewage runs to basement and then down a pipe to the Village's sewer system. In times of heavy rain, the Village's Sewer line can hit capacity. The Mixture of storm water and sewage can back up and discharge through a basement drain or toilet.



### After

With an overhead system, sewage leaves the home just below the first floor. Plumbing from the basement is pumped up and out of the home through a newly constructed outlet. Sewage runs at a diagonal to the Village's sewer. Backups become extremely rare



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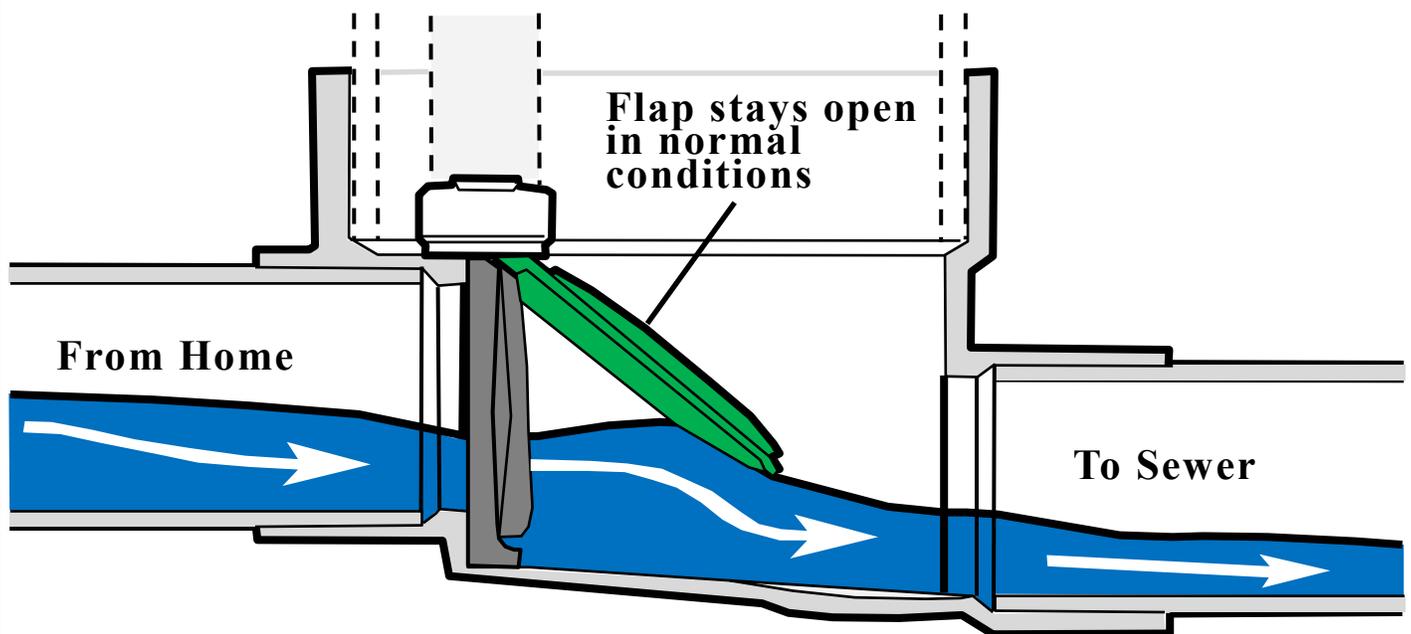
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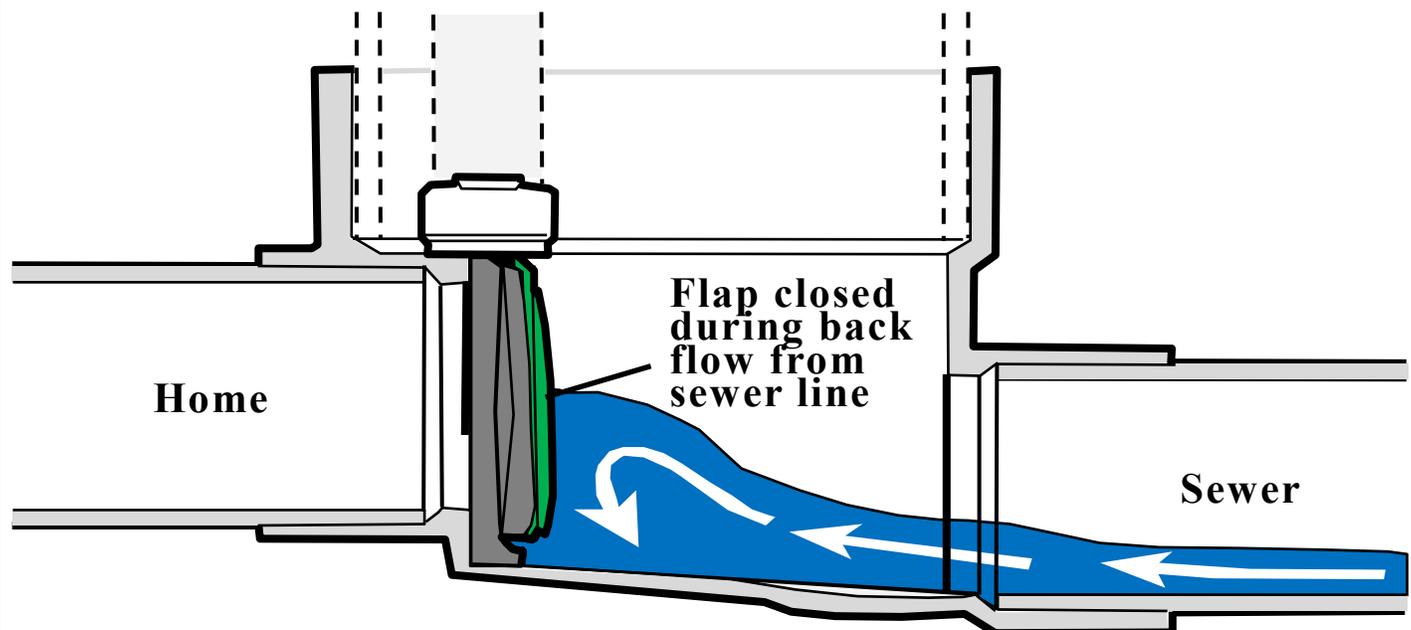
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## Backwater Check Valve

### Normal Conditions



### Backflow Conditions





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## Pre-Application Information

◇ **The outlined, step-by-step process for receiving reimbursement is detailed later in this document. Below are general guidelines and things to consider when taking part in the Overhead Sewer System Cost Share Program.**

- The homeowner/applicant must obtain three (3) quotes from licensed Illinois plumbers, for the proposed work.

-For the work to be considered in the Program, the homeowner must award the work to the lowest responsible bidder.

-Attach all three (3) quotes with your completed “Contractor Quote Record”.

- Complete the “Overhead Sewer System Cost Share Application”.
- The Village will verify that the homeowner/applicant is in good standing regarding payment of taxes, fees, and other criteria; homeowners will be considered ineligible if:

-Any unpaid taxes or water bills or other debt is due to the Village.

-Any unpaid Village liens are on any property owned by the applicant.

-Any outstanding Code violations exist that the homeowners has been advised of and have not corrected.

-Any and all outstanding fees associated with the Village, including vehicle stickers, are not paid in full.

-Property previously received a reimbursement under the Program.

Once good standing has been verified, the Village will contact the homeowner/applicant and they may proceed in the process:

- Complete and submit a Building Permit **Application**. An electronic application for the proposed work can be found here: [Permits & Licenses](#) or a physical application is available at the Community Development Department. Completed “Building Permit **Applications**” must be submitted to [OSScostshare@wsprings.com](mailto:OSScostshare@wsprings.com)



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## Pre-Application Information Continued

- ◇ **The outlined, step-by-step process for receiving reimbursement is detailed later in this document. Below are general guidelines and things to consider when taking part in the Overhead Sewer System Cost Share Program.**
  - The homeowner/applicant must verify the disconnection of any illegal connections. The list of those connections can be found on the “Disconnections Checklist”. The plumbing contractor must approve the above mentioned disconnections for the homeowner/applicant to be eligible for the Program.
  - The Village will verify the “Building Permit” and the “Disconnections Checklist”. Once these documents are reviewed and approved, the homeowner/applicant will be contacted by the Village to commence with the work.

**For reimbursement to be considered, all applications and work must be completed within ninety (90) days of program approval. These ninety (90) days begin upon the returning of the approved “Building Permit”.**

Once the work has been completed, inspected, and approved by the Village, the homeowner/applicant must complete these final steps to receive reimbursement:

- Obtain a drawing of the completed work, typically drawn on a plat of survey.
- Provide proof of payment for the completed work via a cancelled check or a waiver of lien.



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## Contractor Quote Record

### ◇ Contractor 1

Name: \_\_\_\_\_

Illinois Plumbing License or Certification Number: \_\_\_\_\_

Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

Business Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Business E-mail Address: \_\_\_\_\_

Price Quote: \_\_\_\_\_

### ◇ Contractor 2

Name: \_\_\_\_\_

Illinois Plumbing License or Certification Number: \_\_\_\_\_

Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

Business Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Business E-mail Address: \_\_\_\_\_

Price Quote: \_\_\_\_\_

### ◇ Contractor 3

Name: \_\_\_\_\_

Illinois Plumbing License or Certification Number: \_\_\_\_\_

Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

Business Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Business E-mail Address: \_\_\_\_\_

Price Quote \_\_\_\_\_



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## Disconnections Checklist

I hereby attest, to the best of my knowledge, that all illegal connections, including but not limited to: all drains, sump pumps, downspouts, cisterns and similar structures have been removed, or will be removed prior to reimbursement, from any direct or indirect connection to the Village's sanitary or combined sewer systems. I accept that all work and connections are up to the Village of Western Springs Municipal Code standards. I accept that if the required disconnections are not made, my current and all future applications for the Overhead Sewer System Cost Share Program will be invalid. My signature below indicates that I accept these terms.

\_\_\_\_\_  
Homeowner/Applicant's Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Homeowner/Applicant's Signature

\_\_\_\_\_  
Licensed Plumber's Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Licensed Plumber's Signature

\_\_\_\_\_  
Illinois Plumbing License or Certification Number

# VILLAGE OF WESTERN SPRINGS

## Application for Building Permit

### APPLICATION INFORMATION

Identify and Describe Work: \_\_\_\_\_

Does Work Require Cook County or IDOT Right of Way Permit? YES \_\_\_\_\_ NO \_\_\_\_\_

(A separate Cook County or IDOT permit is required for all ROW work)

Does Work Require Any Demolition? YES \_\_\_\_\_ NO \_\_\_\_\_

Is a Cook County Demolition Permit Required? YES \_\_\_\_\_ NO \_\_\_\_\_

Applicant \_\_\_\_\_

Mailing Address \_\_\_\_\_ Email Address \_\_\_\_\_

Applicant's Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Property Owner \_\_\_\_\_

Address of Property \_\_\_\_\_

Owner's Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Estimated Cost of Work \_\_\_\_\_

### CONTRACTOR INFORMATION

*(Completed by CD)*

Name \_\_\_\_\_ Contractor # \_\_\_\_\_

Address \_\_\_\_\_

Business Phone \_\_\_\_\_

Cell Phone \_\_\_\_\_ Fax # \_\_\_\_\_

Contact Person \_\_\_\_\_ E-mail Address \_\_\_\_\_

Email Recipient for Inspection Reports: \_\_\_\_\_ Title \_\_\_\_\_

UNDER PENALTY OF INTENTIONAL MISREPRESENTATION AND/OR PERJURY, I declare that I have examined and/or made this application and it is true and correct to the best of my knowledge and belief. I agree to construct said improvement in compliance with all provisions of the applicable ordinances. I realize that the information I have affirmed hereon forms a basis for the issuance of the permit herein applied for and approval of plans in connection therewith shall not be construed to permit any construction upon said premises or use thereof in violation of any provisions of any applicable ordinance or to excuse the owner or his successors in title from complying therewith.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

Signature of Property Owner \_\_\_\_\_ Date \_\_\_\_\_

#### Office Use Only

Application # \_\_\_\_\_

Permit # \_\_\_\_\_

Date Issued \_\_\_\_\_

Permit Fee \_\_\_\_\_

Project Address

*Village licenses and bonds are required for all trades except for plumbers and electricians.*

Contractors	Name	Address/City/Zip	Office Phone	Cell Phone
General Contractor				
Carpenter				
Concrete				
Dumpster/Scavenger				
Electrical*				
Excavating				
Shoring				
HVAC				
Insulator				
Masonry				
Paving				
Plaster/Drywall				
Plumbing*				
Roofing*				
Siding				
Sprinkler System				
Tile/Marble				
Water-Sewer				

*\*Copy of license required*



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## **Overhead Sewer System Cost Share Application**

**Note:** *to be eligible for this program, the homeowner must be a Village water utility consumer.*

Homeowner/Applicant Name: \_\_\_\_\_

Project Address: \_\_\_\_\_

Western Springs, Illinois 60558

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

**For reimbursement to be considered, all applications and work must be completed within ninety (90) days of program approval.**

### **STATEMENT OF DISCLOSURE**

I hereby attest that this application and attached documents are true, accurate, and represent only direct cost work associated with this program to the best of my knowledge. Further, I agree the Village has the sole discretion to determine all monies to be reimbursed. Also, I understand that the Village shall have no present or future liability or responsibility for the system installed by this program; malfunctions, maintenance, or other problems that may occur are my sole responsibility. My signature below indicates that I accept these terms.

Homeowner/Applicant's Signature

Printed Name

Date

### **FOR OFFICE USE ONLY**

Verify and then check the following:

Complete applications and permits

Village Plumbing Inspector approval

Resident is in good standing

Date of approval: \_\_\_\_\_



Village Representative Signature

Printed Name

Date



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## **Program Checklist**

The Village's goal with this program is to be as transparent and helpful with its residents as possible. Attached is a checklist of steps the applicant must complete to be eligible for this Program. We hope this checklist clears any confusion regarding the Program. All questions regarding this program should be directed to the Village's Municipal Services Department at 1-708-246-1800 Ext. 200.

Before applying for a Building Permit, the homeowner/applicant must complete the following forms and send them to [OSScostshare@wsprings.com](mailto:OSScostshare@wsprings.com).

- 1) Obtain and attach 3 quotes from licensed Illinois plumbers and complete and attach the Contractor Quote Record Sheet: \_\_\_\_\_
- 2) Complete the Overhead Sewer System Cost Share Application: \_\_\_\_\_

Following the receipt of these documents, the Village will verify that the homeowner/applicant is in good standing. Once the Village has emailed a response regarding standing with the Village, the homeowner/applicant must complete the following forms. The Building Permit and Disconnections Checklist Application must be sent to [OSScostshare@wsprings.com](mailto:OSScostshare@wsprings.com).

- 1) Complete the Village Building Permit: \_\_\_\_\_
- 2) Complete the Disconnections Checklist Application: \_\_\_\_\_

The Village will verify the permits and reach out to the resident regarding the start of the work. Once the work has been completed, inspected, and approved by the Village, the homeowner/applicant must complete these final steps to receive reimbursement. These final documents must be sent to [OSScostshare@wsprings.com](mailto:OSScostshare@wsprings.com)

- 1) Obtain a drawing of the completed work from the contractor. It is typically drawn on a plat of survey: \_\_\_\_\_
- 2) Provide proof of payment via a cancelled check or waiver of lien: \_\_\_\_\_