

City of Sandwich  
Building Department  
144 E. Railroad Street  
Sandwich II 60548  
815-786-8802

Date: \_\_\_\_\_

Address \_\_\_\_\_

Sandwich II 60548

**Demolition: Sewer and water disconnects**

Water Service must be shutoff before starting any work by the City of Sandwich. 24-hour notice must be given for water shut off and inspections of both sewer and water disconnections.

I, \_\_\_\_\_, will terminate sewer connection at main and allow for the completed disconnect and cap to be inspected before backfilling. Or describe an approved City of Sandwich method. See attached approved methods: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I, \_\_\_\_\_, will terminate water service at main by physically closing corporation stop/valve at the water main tap and capping the corporation stop/valve outlet. The curb box shall be cut down a minimum of two (2) feet below final grade.

I, \_\_\_\_\_, will repair road with a minimum of 4" (or match existing thickness) with hot asphalt mix. I will make provide a patch that goes at least 12 inches past new hole/ ditch on all sides. If this repair is done while hot mix is unavailable (winter conditions), I will patch with tamped stone and return when hot mix becomes available again to repair road correctly. I understand my bond will not be returned until such repairs are completed to the satisfaction of the City. If I do not repair road in a timely fashion when hot mix is available, the city may complete the repair and deduct payment from held bond. At all times, I will notify city so they can inspect conditions before repair is completed.

**Sanitary Sewer Service Disconnection:**

Disconnection of the sanitary sewer service is required as an integral part of the demolition of a residential or non-residential structure within the City of Sandwich. If the property owner is considering the re-use of an existing sanitary sewer service for a future structure, the property owner shall also be required to perform the condition assessment and correct any deficiencies as determined by the City at the time of demolition. When the demolition of the structure involves burning by the fire department, the sanitary sewer service must be completely isolated from the sanitary sewer system prior to burning.

The goal of this service disconnection process is to eliminate infiltration or inflow into the sanitary sewer system from services that have broken pipes, separated joints, or other deficiencies. The best way to ensure that the infiltration or inflow is reduced or eliminated is to remove the sanitary sewer service piping at the main and seal or plug the branch. Understanding the financial constraints that applicants can have when dealing with the sanitary sewer service disconnections, the City has developed the following procedure.

1. A condition assessment of the sanitary sewer service and the connection to the sanitary sewer main is to be paid for and performed by the applicant. The condition assessment shall include televising the sanitary sewer service piping from the desired point of disconnection to and including the connection of the sanitary sewer service to the sanitary sewer main. The camera can either be inserted into the service piping or into the main, but the televised condition assessment shall include both the pipe connection to the main and the pipe service joints. The City shall be provided with a minimum of 24 hours' notification prior to the scheduled time of televising to coordinate personnel to be present during the televising. The property owner is advised to be present for the condition assessment. A digital file of the televised piping shall be provided to the City within 7 days of the condition assessment.

Any excavation within the rights-of-way requires a separate excavation permit application to be completed by the contractor and property owner. Scheduling of inspections shall provide a minimum of 24 hours' notice prior to the desired time of inspection. On occasion, the City will require more than 24 hours' notice to schedule inspection personnel. No excavations shall be backfilled without first being inspected and construction approved by the City.

2. Upon completion of the condition assessment, the City will make a determination of one or more of the following.
  - a. The service piping is in a condition that will permit the applicant to seal the service piping at the right-of-way line by placing a watertight plug or cap with no further work to be done on the service piping or the connection at the main. Applicant shall then provide to the City in writing the manufacturer's data for the proposed plug or cap (including all appurtenances) prior to beginning the work. The completed installation of the plug or cap shall be inspected by the City prior to backfill.

- b. The service piping is in a condition that requires work to be done by the applicant to make the service piping watertight. Applicant shall then provide to the City a written plan based on the following concerning the proposal for making the service piping watertight.
  - i. Remove service piping by excavating in the right-of-way to the main and cap or plug the branch. Alternatively to a cap or plug in the branch, remove a section of the main and replace with new pipe and no-shear couplings.
  - ii. Isolate service piping by installing a liner within the main. The liner shall extend two feet beyond each end of the pipe connection within the main. The area within the main shall be televised upon completion to verify that the construction of the liner is acceptable. The remaining service pipe is no longer hydraulically connected to the main. The right-of-way end of the service piping shall be plugged or capped.
  - iii. Seal the service pipe deficiencies by installing a tee liner from the service into the main. The area within the main shall be televised upon completion to verify that the construction of the tee liner is acceptable. The remaining service pipe is hydraulically connected to the main, but the joints and deficiencies are sealed. The right-of-way end of the service shall be plugged or capped.
- c. The pipe connection at the main is in a condition that requires work to be done by the applicant to make the pipe connection watertight.
  - i. Remove a section of the main and replace with new pipe and no-shear couplings. The right-of-way end of the service piping shall be plugged or capped.
  - ii. Isolate the pipe connection at the main by installing a liner within the main. The liner shall extend two feet beyond each end of the pipe connection within the main. The area within the main shall be televised upon completion to verify that the construction of the liner is acceptable. The right-of-way end of the service piping shall be plugged or capped.
  - iii. Seal the pipe connection deficiencies by installing a tee liner from the service into the main. The area within the main shall be televised upon completion to verify that the construction of the tee liner is acceptable. The pipe connection is hydraulically connected to the main, but the deficiencies are sealed. The right-of-way end of the service shall be plugged or capped.