



# TOWN OF CARLYLE

## POLICY MANUAL

<b>POLICY DESCRIPTION:</b>	<b>POLICY NUMBER:</b> SEW 0020
Sewer Line Replacement	<b>DATE APPROVED:</b> October 24, 2007
	<b>DATE REVISED:</b> July 22, 2009
	December 7, 2011
	September 5, 2012

**Purpose of Policy:** To ensure consistency in assisting homeowners in the Town of Carlyle whose residences have old sewer lines. Sewer line replacement means a new line in the existing location of the old line.

1. The Town Superintendent of Public Works is to be involved in any sewer line replacement project.
2. The Town will supply the pipe at no cost to the homeowner.
3. If deemed necessary, the Town will pay for the cost of replacing the existing sewer pipe from the main to the property line.
4. The homeowner will be responsible for the cost of replacing the existing sewer pipe from the property line to the house.
5. The homeowner will be responsible for the cost of pavement replacement associated with the sewer line replacement unless the Town deems the replacement necessary.
6. The homeowner will be responsible for any landscaping replacement or repair costs.
7. Process:
  - a. The homeowner who intends to replace the sewer line is to make arrangements to do so by contacting the Town Office.
  - b. All applications for sewer line replacement must be reviewed and approved by Council or its designate prior to any work being undertaken.
  - c. The Town will arrange with a Town-approved contractor to schedule the work, and will ensure that sufficient materials (pipe and fittings) are on hand.
  - d. Once the work is completed, the contractor is to make out the invoice to the homeowner for this replacement of sewer line and is to list the footage from the sewer main to the property line and from the property line to the house.
  - e. The homeowner is to pay the invoice for the sewer line replacement and submit a copy of the invoice along with proof of payment to the Town Office.
  - f. The Town will then reimburse the homeowner for its share of the charge.