

PETER G. BARBER
SUPERVISOR

JESSICA MONTGOMERY
SECRETARY

May 18, 2023

Notice Regarding Stormwater System Connection

Dear Neighbor:

After 20 years of planning and nearly three years of construction, the Town's new stormwater system is now functioning. The next step is ensuring that homes are properly connected to the new stormwater system. This means that any groundwater that is removed from your home by a sump pump or other mechanism must discharge into the new stormwater system, or to the outside environment, and not into the sanitary sewer (the system that handles wastewater from sinks, toilets, tubs etc.). We thank you for your patience and your continuing support for this effort.

We understand that you may have questions about your home's specific circumstances and the next steps in this process. Please review the steps described below based on if you have already made a connection, if you are planning on making a new connection, or if you do not plan on making a connection to the stormwater system. We are interested in helping to bring all properties into compliance and ensuring that you get the full benefit of this environmentally sound solution to remove stormwater from your home's basement and property. Please do not hesitate to contact the Water/Wastewater Department at (518) 456-6474, and we will be pleased to stop by to talk about your concerns and check out your home's stormwater drainage condition.

Background

State and Town law prohibits the discharging of stormwater into the Town's sanitary sewer system. Sump pumps and stormwater drains must be connected to the new stormwater system or discharged to the outside environment. The outside discharge must stay within the bounds of your own property, and not causing surface overflow onto a neighboring property, common alley, or Town property, including the sidewalk, right of way, or street. The Town's new stormwater system is the most effective means for the handling of discharges from sump pumps and storm drains.

1. Instructions for homeowners who have already installed a lateral connection to the Town's stormwater system

If your home is already connected to the stormwater system, you should contact the Water/Wastewater Department at (518) 456-6474 to schedule a final inspection of your home's lateral connection to the stormwater system and confirm that no stormwater is discharging into the Town's sanitary sewer system. You must schedule this inspection by December 31, 2023.

2. Instructions for new lateral connections to the stormwater system.

A proper connection to the stormwater system requires a "lateral" (pipe) connection between your home and the system. It must be installed consistent with the Town's procedures and specifications (see the attached document). The construction of the lateral pipe involves excavating a trench, placing bedding and a lateral pipe in the trench, connecting the lateral pipe to the sump pump in your house, and then connecting the other end of the lateral pipe to an access point (a stub) that was installed in your yard as part of the stormwater system; and finally, backfilling the trench.

The homeowner is responsible for the cost of installing the lateral pipe connection. Attached is the Stormwater Lateral Connection Permit Form. There is no fee for this permit. Please complete the Connection Permit Form and contact the Water/Wastewater Department at (518) 456-6474 for a pre-inspection. This pre-inspection must be scheduled to take place by December 31, 2023.

After the pre-inspection, you can have a contractor complete the installation or you can self-perform the work. It is recommended, but not required, that you retain a qualified contractor. Before the contractor begins work, you should take photos of your basement's plumbing and the area where the lateral will be installed. The photos could help ensure that your property is restored to pre-construction conditions.

The construction work must be inspected by the Town to ensure compliance with the attached Town procedures and specifications. You or your contractor should contact the Water/Wastewater Department at (518) 456-6474 for a construction inspection of the lateral pipe and connection at the stub to the stormwater system before the trench is closed. Portions of the trench should remain open for visual inspection of these connection points.

After the new lateral pipe is installed and all sump pumps and piping are completed, Town staff will perform a final inspection of the connections inside the house. This inspection is to make sure that there are no stormwater discharges (often by a sump pump) into the Town's sanitary sewer system. All lateral pipe connections must be constructed and inspected by October 1, 2024.

3. Instructions for homeowners with no current or planned lateral connection to the Town's stormwater system.

If your home is not now connected and you have no plans to connect to the Town's stormwater system, the Town must inspect your home to ensure that there is no stormwater discharging into the Town's sanitary sewer system. You must schedule this inspection by December 31, 2023.

Please note that the failure to contact the Town for an inspection by December 31, 2023 will constitute an admission of an illegal connection to the sanitary sewer system and could be subject to fines in the Town's sewer use law.

If you have any further questions, please contact the Water/Wastewater Department at (518) 456-6474.

Sincerely,



Bill Bremigen
Superintendent
Dept. Water & Wastewater Management

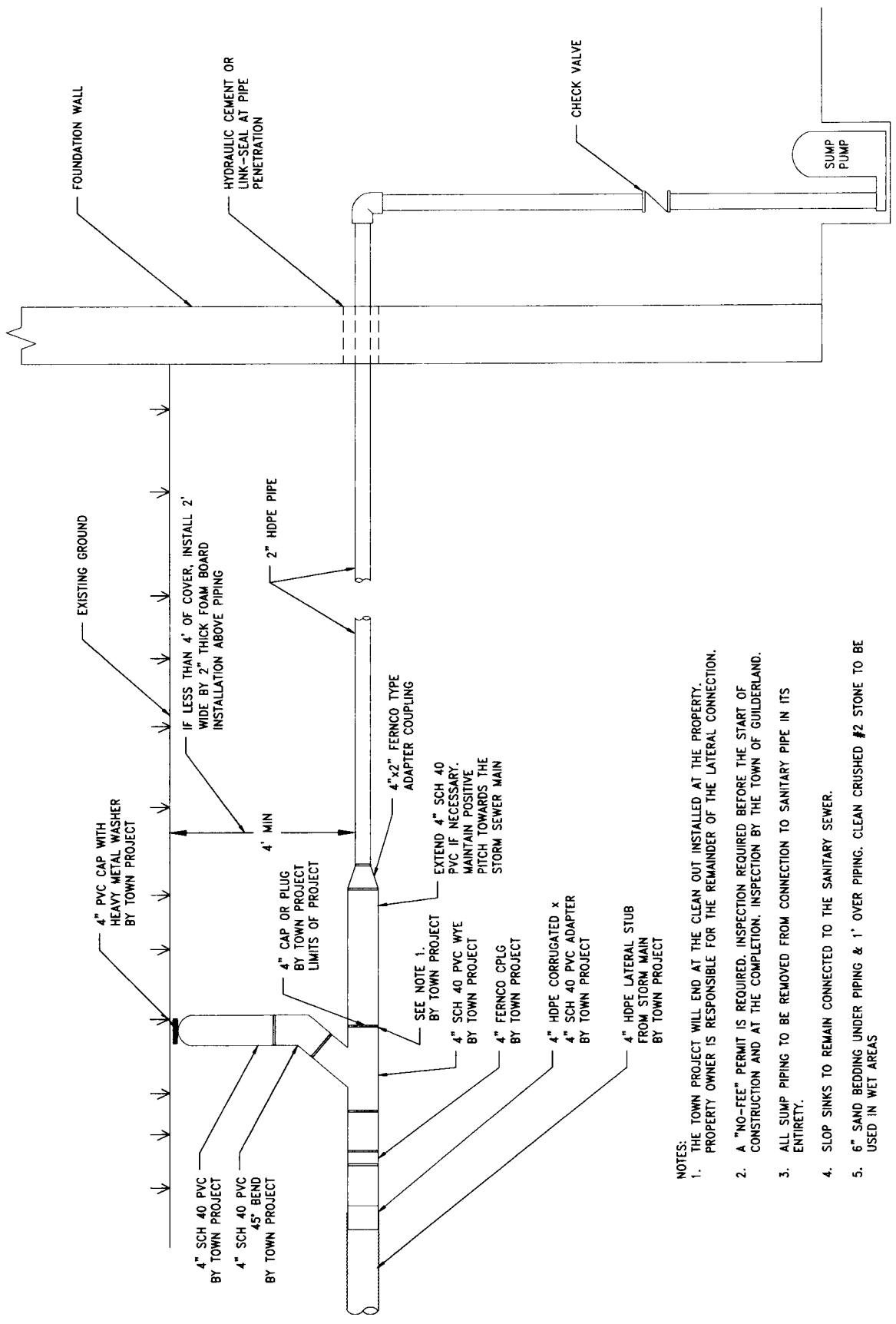


Peter G. Barber
Town Supervisor

HOME OWNER TO RETAIN THIS PAGE

STORMWATER LATERAL CONNECTION PROCEDURES AND SPECIFICATIONS

1. Contact the Town Water / Wastewater Department at (518) 456-6474 for a pre-inspection of the piping in the building.
2. At the pre-inspection, the Town will collect the completed Stormwater Lateral Connection Permit
3. The property owner is responsible for installing the stormwater line from the new storm lateral stub located at or near the property line to the building for connection.
4. Before digging, the installer must check for underground utilities by marking the area to be dug in white paint and calling Udig NY at 1-800-962-7962 or 811.
5. The Contractor in conjunction with property owner are responsible for locating and marking any underground pipes, wires or cables on their property; utilities generally mark only where service comes into the property.
6. Piping used must be:
 - a. PVC or HDPE pipe, maximum 4-inch diameter.
 - b. Glued pipe is not allowed.
 - c. Pipe should be placed in sand or stone
 - d. Pipe that drains by gravity should be laid at a continuous pitch a minimum of 1/4-inch per foot (two-percent) downward towards the public stormwater main.
 - e. See Figure 1 for more information.
7. Notify the Town Water/Wastewater department to arrange for a construction inspection 24 hours prior to when the following milestones are met:
 - a. Lateral Pipe is installed in trench but prior to backfilling the connection to the lateral stub and the connection to the building or existing piping outside of the structure.
 - b. Lateral Piping is connected to internal plumbing (Sump Pump, Roof Drains, etc.)
8. If inspection is successful, the inspector will provide approval to backfill, unless other factors prevent it. Compact soil, free of large rocks, around pipe and fill trench above grade to allow for settling.



- NOTES:
1. THE TOWN PROJECT WILL END AT THE CLEAN OUT INSTALLED AT THE PROPERTY. PROPERTY OWNER IS RESPONSIBLE FOR THE REMAINDER OF THE LATERAL CONNECTION.
 2. A "NO-FEE" PERMIT IS REQUIRED. INSPECTION REQUIRED BEFORE THE START OF CONSTRUCTION AND AT THE COMPLETION. INSPECTION BY THE TOWN OF GUILDERLAND.
 3. ALL SUMP PIPING TO BE REMOVED FROM CONNECTION TO SANITARY PIPE IN ITS ENTIRETY.
 4. SLOP SINKS TO REMAIN CONNECTED TO THE SANITARY SEWER.
 5. 6" SAND BEDDING UNDER PIPING & 1' OVER PIPING. CLEAN CRUSHED #2 STONE TO BE USED IN WET AREAS

TO BE RETAINED BY TOWN AT PRE-INSPECTION

NAME OF INDIVIDUAL OR COMPANY
RESPONSIBLE FOR COORDINATING ALL WORK: _____
BEST AVAILABLE DAYTIME PHONE NUMBER: _____

**TOWN OF GUILDERLAND
STORMWATER LATERAL CONNECTION PERMIT**

FILL OUT THE APPLICABLE INFORMATION:

OWNER/APPLICANT: _____
ADDRESS: _____
PHONE: _____ EMAIL: _____

STREET ADDRESS OF PROPERTY TO BE SERVICED: _____

SIGNATURE OF APPLICANT: _____ DATE: _____

OFFICIAL USE ONLY

PRE-INSPECTION DATE: _____ INSPECTOR (NAME): _____
CONSTRUCTION
INSPECTION DATE: _____ INSPECTOR (NAME): _____
FINAL INSPECTION: _____ INSPECTOR (NAME): _____