

City of Urbandale

Foundation Drain Disconnection Grant

Effective Date: June 2025 after Chapter 59 Adoption



Foundation Drain Connections to Sanitary Sewer

Foundation drains and sump pump connections to sanitary sewer are not permitted in Urbandale by City Code Chapter 59, “Foundation Drain Disconnection Program,” Chapter 51.03, “Sanitary Sewer System,” and 155.03 (23), “Plumbing Code”. The connection of building foundation drains to the sanitary sewer system increases inflow and infiltration of storm water into the sanitary sewer system. The increased flows can cause harm to properties by overloading the sanitary sewer system, in addition to increased costs of unnecessary treatment of stormwater. The disconnection of foundation drains from the sanitary sewer and reconnection to appropriate public storm sewer is in the best interests of public health, safety and welfare.

With the construction of new storm sewers, the City of Urbandale is providing sump services to all lots within the construction limits that previously did not have a service provided. This grant is to help offset the costs of removal of any existing foundation drain and sump pump connections to the sanitary sewer and the costs of connection to the provided sump service stub.

The intent of the ordinance and the financial assistance grant program is to reduce the amount of non-sewage water entering the sanitary sewer system. Unnecessary treatment of storm water and ground water leads to increased infrastructure costs, which are ultimately passed on to sewer customers. Additionally, the presence of storm water in sanitary sewers causes damage to private property.

Who is eligible to request funding?

All properties located within the corporate limits of the City of Urbandale are eligible to apply for funding. The applicant(s) applying for the grant must own the property. **If at any time the qualifications for funding are not met, the grant award may be revoked.**

Properties provided notice of disconnection under Urbandale City Code Chapter 59 may be subject to a non-compliance fee for failure to disconnect foundation drains from the sanitary sewer. The Foundation Drain Disconnection areas currently identified by the Department of Engineering and Public Works may be found on the “Foundation Drain Disconnection” webpage available at <https://www.urbandale.org>.

Approved Removal Procedure

The approved removal procedures for a direct or indirect foundation drain connection to the sanitary sewer system for purposes of the financial assistance under this chapter must fully comply with the following:

1. Prior Inspection. Prior to any work on the removal or disconnection of the foundation drain connection, the existing connection must be inspected by the City to verify the connection to the sanitary sewer system. The sanitary sewer system customer shall be responsible for scheduling the inspection with the Department of Engineering and Public Works.
2. Location of Storm Sewer Connection: The City will provide the location of the existing storm sewer system, recommended connection point, and existing service stub (if available).
3. Approved System. An approved system for the removal of foundation drain connections must be used. The approved system shall consist of a sump pump and sump pit with a discharge to an approved storm sewer service stub or storm system location. Discharge to grade will not be allowed per City Code Chapter 155.03 (23), except as approved by the City Engineer in areas where storm sewer is not available. All applicable building permits must be obtained, and the cost of building permits is eligible for financial assistance.
4. Plugging of Existing Connection. The new system shall be installed in such a manner that direct or indirect flow from the foundation drain to the sanitary sewer service line shall not be possible. Any direct or indirect connection between the foundation drain and the sanitary sewer system of the building shall be permanently plugged or capped.
5. Post-Construction Inspection. The installation of the sump pump and associated facilities work may be inspected by the City. The City may also reinspect to verify that the foundation drain is fully disconnected from the sanitary sewer system. The sanitary sewer customer shall be responsible for scheduling any post-construction inspections.

Conditions for Funding Assistance

Any sanitary sewer customer requesting the financial assistance participation under this chapter must be the owner of the property and, as a condition of the assistance, must agree in writing to all reasonable requirements regarding the maintenance and repair as required by the Foundation Drain Disconnect Grant Program.

1. Inspection. The City, on reasonable notice, may inspect the foundation drain connection at any time.
2. Maintenance and Repair. The property owner shall maintain the sump pump system and timely complete any repairs or replacement of the sump pump system.
3. Discharge Modifications Prohibited. The property owner shall agree not to modify the sump pump discharge in any manner that would directly or indirectly contribute foundation drain flow to the sanitary sewer system.
4. Non-Compliance Charge for Foundation Drain Connection. The property owner shall agree to be subject to the provisions of City Code Chapter 59 regarding the non-compliance fee for foundation drain connection in the event the property owner fails to

repair or replace the sump pump or to cure any other prohibited modifications of the system within thirty (30) days following notice by the City.

5. Agreement Runs with the Land. The property owner shall agree that the requirements shall run with the land and such agreement may be recorded by the City in the office of the Polk or Dallas County Recorder, or the City may elect to maintain a record or database of properties governed by such an agreement.

Grant Funding Limits

Any sanitary sewer system customer completing the disconnection of a foundation drain from the sanitary sewer system and re-connection to the storm sewer system (unless waived by the City Engineer) under the provisions of this grant may be entitled to a financial assistance payment from the City not to exceed three thousand five hundred dollars (\$3,500.00) of actual costs incurred for said removal. Costs may include but are not limited to:

- Permit fees.
- Contractor and installation costs.
- Disconnection of footing drain from the sanitary sewer.
- Sump pump equipment and sump pit installation.
- Pipe and other materials necessary to connect to the sump service stub.
- Installation of backflow prevention devices on the sump line.
- Restoration, including the replacement of concrete and landscaping that may need to be removed to disconnect the footing drain and/or install pipe.

Such payment shall be subject to the submittal of invoices, vouchers, and documentation clearly establishing the costs incurred. Property owner time and labor are not eligible for reimbursement. **A plumbing permit with the City of Urbandale building department is required for this work and as a condition of receiving grant funds.**

To qualify for financial assistance, the approved disconnection procedure must be completed within two (2) years after notification by the City that storm sewer is available. Any work done after said two (2) year period for purposes of complying with the requirements of this article will not qualify for any financial assistance hereunder.

The payment of financial assistance by the city under this section shall not be deemed to give rise to any liability on the part of the City for work performed by a contractor or any other person.

Program Participation Steps

To apply for the grant, use the attached Application Form and the following steps. It is recommended that applications be submitted via email to stormwater@urbandale.org with subject line of "Foundation Drain Disconnection Grant Application at <Address>". Please limit the combined size of your email attachments to 10 MB. Applications may also be submitted by postal mail or via the drop box at our offices.

1. Use attached template to request program participation. Provide contact information for property owner, including name, address, phone number, and email address (if available).
2. The City will confirm with the applicant that the application has been received and review the proposed work for compliance with the Grant conditions. The City will provide the Hold Harmless form and W-9 form to the applicant.
3. Complete the steps for foundation drain disconnection from sanitary sewer and connection to storm sewer as required in the section above, “Approved Removal Procedure”.
4. Provide documentation of payments for project work, including such items as paid contractor invoices and receipts for building permits. Provide Hold Harmless and W-9 forms.

Request for reimbursement must be received within thirty days of the project completion. Reimbursements that are requested after this time may be denied, as the funds may have been re-committed to other projects. The City of Urbandale reserves the right to limit the number of applicants per fiscal year.

Hold Harmless Agreement and W-9 form

When a Disconnection Grant is awarded, the property owners shall be required to sign a “Hold Harmless” agreement. A sample Hold Harmless agreement is attached to this document.

As a condition of the grant, the City will, in some cases, need to issue an IRS form 1099 to the grant recipient. Therefore, the recipient of the reimbursement monies must provide a completed a W-9 form, including a valid Social Security Number or Tax Identification Number, to the City upon approval of the grant application. This will be provided by the City to recipients, and it is also available online at <https://www.irs.gov/pub/irs-pdf/fw9.pdf>.

Contact Information

The Disconnection Grant program is administered by the City of Urbandale Department of Engineering and Public Works. For additional information, questions, or application submittal, please contact us at:

Department of Engineering and Public Works
Foundation Drain Grant Administrator
3600 86th Street
515-278-3950
stormwater@urbandale.org

Urbandale Foundation Drain Disconnection Program Grant Application 2025

Please Type or Print. Attach additional pages if necessary.

PROPERTY INFORMATION			
Street address:	Urbandale, IA	ZIP:	
PRIMARY APPLICANT INFORMATION			
<i>Note: Primary Applicant must be Owner of property above.</i>			
Name:	E-mail:		
<input type="checkbox"/> Check here if same address as above.	Street address:		
City:	State:	ZIP Code:	
Home phone no.: ()	Cell phone no.: ()		
DETAILED PROJECT DESCRIPTION			
<i>Please provide a sketch and detailed project description, including project location. Attach additional pages as necessary.</i>			
PROJECT SCHEDULE			
Approx. Start Date:	Approx. Finish Date:		
ESTIMATED PROJECT COST AND SCOPE			
<i>Attach detailed estimate from contractor for scope and work.</i>	Estimated Cost:	\$	
SIGNATURE			
<i>By signing this agreement, the property owner agrees to the terms of the Foundation Drain Disconnection Program, including the conditions for participation and reimbursement and for keeping the grant in good standing. If the terms of the Foundation Drain Disconnection Program are not met at any time, the grant may be revoked and reimbursement denied.</i>			
Primary Applicant's Signature:			Date:
For Office Use:	Rev Date: Rev By:	Grant #:	HHA: W-9:

Urbandale Foundation Drain Disconnection Grant 2025

Hold Harmless Agreement

FOR REFERENCE ONLY: Upon Approval of Grant Application, a Hold Harmless will be provided to the applicant, and will be required to be signed prior to reimbursement.

The City assumes no responsibility whatsoever in the Grantee's project activities. Grantee shall defend, indemnify, and hold harmless the City and its employees, agents, and representatives from and against any and all liability, claims, damages, losses, actions, costs, expenses, obligations, fines, and assessments of whatever kind, including defense costs and attorney's fees that are in any way incidental to or connected with, or that arise or are alleged to have arisen, directly or indirectly, in whole or in part, from or by Grantee's or its contractor(s), agents, or assigns, negligent acts or misconduct, or errors or omissions, or in any way connected with the activities carried out pursuant to this Agreement, the Grant award or the Foundation Drain Disconnect Grant Application.

Signed this ___ day of _____, _____.

PROJECT ADDRESS

Print Name: _____

Print Name: _____

INDIVIDUAL CERTIFICATE OF ACKNOWLEDGEMENT

STATE OF IOWA, COUNTY OF POLK, ss

This record was acknowledged before me on ___ day of _____, _____, by _____.

Notary Public in and for Polk County, Iowa
My Commission Expires _____