

# Costs and How to Pay

## Public-Side Costs

After construction is completed, property owners will owe up to \$12,000, plus any applicable interest and fees, for the local sewer and public portion of the lateral sewer. MSD will cover any additional project costs.

## Public-Side Payment Options

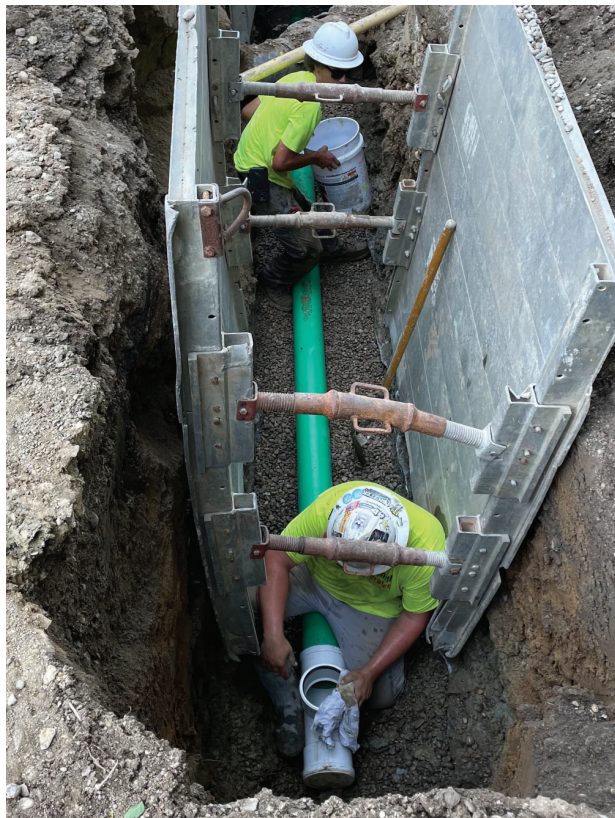
MSD will mail a Final Assessment letter that includes an invoice and payment form via certified mail to each property owner. The letter is typically sent in May/June for projects completed during the preceding year.

There are several payment options:

- Pay the invoice in full by check, payable to the *Treasurer of the City of Cincinnati*, within 30 days of receipt.
- Pay the invoice via your property taxes, payable over 20 years (40 semi-annual payments). Note: Interest and fees will be added.
- Pay part of the invoice by check and the balance via property taxes.

Any unpaid balances will be placed on your property taxes.

There is no interest rebate if you pay off early. If the property transfers during the financing term, future payments will stay with the property.



Construction of lateral sewer (public side)

## Private-Side Costs

Property owners are responsible for all costs<sup>2</sup> related to work on their private property, including:

- Hiring an MSD-certified sewer tapper to install the private-side portion of the lateral sewer. The tapper list is available at [msdgc.org/TapPermits](http://msdgc.org/TapPermits). Costs are unique to each property and depend on length of pipe, type of soil, etc. MSD recommends obtaining multiple bids.
- Paying an MSD Sewer Tap Permit Fee (currently \$480).
- Purchasing and installing a residential sewage pump and tank with an electrical power connection, *if a gravity connection to the public sewer is not reasonably possible*.
- Decommissioning your existing on-site sewage treatment system per Hamilton County Public Health requirements, if applicable.

<sup>2</sup>Private-side costs are not eligible to be placed on your property taxes as an assessment.

## Financial Assistance

Financial assistance is available for qualifying property owners:

- **Hamilton County Home Improvement Program (HIP)** - Allows eligible property owners to borrow money to install sewer laterals at 3% below market rate. For more info, call the Hamilton County Department of Planning and Development at (513) 946-4487.
- **Hamilton County Public Health and Ohio EPA WPCLF Grant Program** - Offers sewer connection grants based on family income. For more info, call Public Health at (513) 946-7800.

## Need More Information?

If you are interested in a local sewer assessment, please contact David Siegert at (513) 557-7053 or [David.Siegert@cincinnati-oh.gov](mailto:David.Siegert@cincinnati-oh.gov).

# Making Connections



## PETITION-INITIATED LOCAL SEWER ASSESSMENT

### Overview

The Metropolitan Sewer District of Greater Cincinnati (MSD) offers a Sewer Assessment Program to provide public sewer service to unsewered properties in Hamilton County within MSD's service area.

Through the program, a property owner(s) can petition the Board of County Commissioners of Hamilton County, Ohio (the Board) to extend a local sewer to their neighborhood and to construct lateral sewers to their property so their household sewage can be collected and treated by MSD's public sewer system.

The property owners must pay up to \$12,000 for MSD to design and construct the public local sewer and public portion of the lateral sewer. They must also pay *all costs* related to constructing and connecting the private side of the lateral sewer.

### Who is Eligible?

Any property within the MSD service area that has an existing Household Sewage Treatment System (HSTS) is eligible.

### What is a Local Sewer?

Public sewers that serve a neighborhood or a few streets are called "local sewers." They are typically 8-12 inches in diameter and flow by gravity.

### What is a Lateral Sewer?

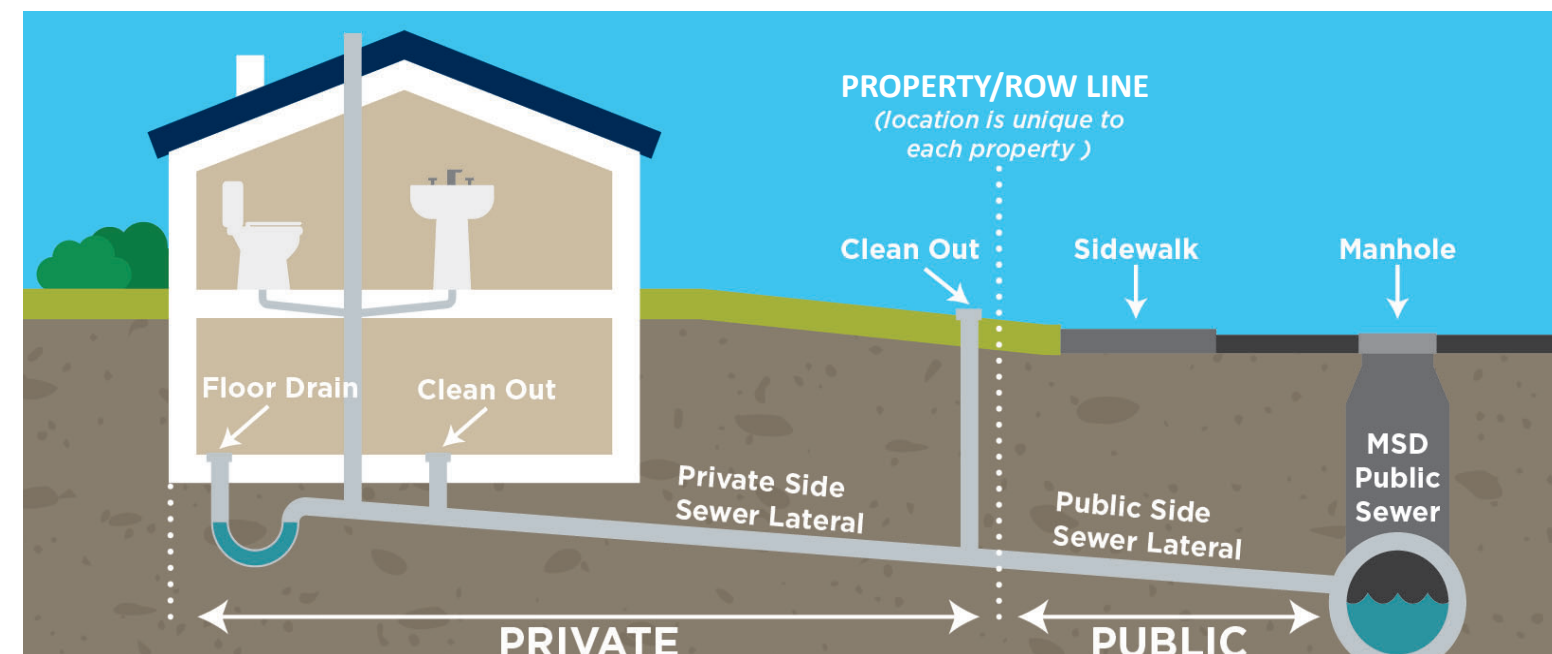
A lateral sewer is a smaller-diameter pipe that connects homes to the local sewer<sup>1</sup>.

There are two segments to a lateral sewer (see illustration below):

- Public side - between the new local sewer and the right-of-way (ROW)/property line. It is sometimes referred to as a stub or tap.
- Private side - between the end of the public-side segment and the home. It is commonly referred to as a private building sewer.

MSD will design and install the public side of the lateral sewer as part of the sewer assessment. The property owner is responsible for hiring a contractor to install the private side of the lateral sewer.

<sup>1</sup>Due to elevation issues, MSD or the property owner may have to install a pumping system to connect to the nearest gravity sewer.



PRIVATE

PUBLIC

# MSD's Petition-Initiated Local Sewer Assessment Program

When public sewers do not exist, property owners may request or “petition” the Board to extend public sewer service to their neighborhood. The Board will decide whether to extend sewer service, based on several factors such as cost, public and environmental health, and the level of public support. A portion of the cost of the new public sewers is then assessed to the property owners. The sewer assessment process can take several years, depending on engineering challenges and ROW acquisition.

## 1. Getting Started

Want to learn more or request a petition?

Please contact David Siegert, MSD's Sewer Assessment Manager, at (513) 557-7053 or David.Siegert@cincinnati-oh.gov.

## 2. The Sewer Petition

Upon request, MSD will mail a Petition and Petition Area Map (identifying the properties that would be served by the new sewer) to one person designated as the “petitioner” for the project.

The petitioner is responsible for circulating the petition and map to each property owner to determine their level of support.

### Key points to remember:

- Only owners of the property may sign the petition; a renter's signature is not valid.
- A petition with less than majority support will not be acted upon.
- A petition with majority support does not guarantee the local sewer will be built.
- You are not obligated to sign the petition.
- Signing the petition does not deny your right to object to the project during polling or at the public hearing.

Please read the foregoing declaration before signing the petition form.

Signing this petition **does not** deny the signatory the right to object to this project during the polling process or at the legislative public hearing.

We, the undersigned, respectfully petition the Board of County Commissioners of Hamilton County to extend sanitary sewers and provide sewage disposal on Pleasant Road in Pleasantville, Hamilton County, Ohio, Hamilton County, Ohio.

PARCEL ID	OWNER NAME	ADDRESS* / PROPERTY TYPE	SIGNATURE	AGREE?	
				YES	NO
123-4567-0001	Bob and Jane Smith	10 Pleasant Road	PHONE #		
123-4567-0002	Doug and Peggy Jones	12 Pleasant Road	PHONE #		
123-4567-0003	Bill and Betty Jackson	14 Pleasant Road	PHONE #		

Example Petition Signature Page

## 3. MSD Polling

After the petition is submitted to MSD, MSD will confirm the validity of the petition by polling all the property owners via U.S. Mail.

### Key point to remember:

- If majority support is not confirmed by polling, the project will not advance.

Pleasant Road Local Sewer  
An Assessment Sewer Project Initiated by Citizen Petition  
PROJECT POLLING BALLOT

Bob and Jane Smith  
10 Pleasant Road  
Pleasantville, OH 45678

PARCEL IDENTIFICATION NUMBER: 123-4567-0001  
PARCEL ADDRESS: 10 Pleasant Road  
PROPERTY TYPE: 510-Single Family  
NUMBER OF BENEFITS: 1

In accordance with MSDGC Rules and Regulations, Section 1805, Policy on Management of Requests for Local Sewer Assessment Projects, MSDGC will recommend construction of the project only if owners representing a majority of properties in the assessment district are in support of the project.

Please place a check mark (✓) next to the appropriate response below:

I am FOR the local sewer.       I am AGAINST the local sewer.

Example Polling Ballot

## 4. Project Design

If majority support is confirmed by polling, and the Board supports the project, the Board will direct MSD to design the local sewer and lateral sewers.

MSD will design the project in house or hire a third-party engineering firm to design the project.

### Key point to remember:

- During design, field work will be conducted on and near your property, including surveys and geotechnical investigations.
- During design, property owners will receive a conceptual drawing showing the proposed location of the public portion of their lateral sewer. They will be asked to contact MSD if the location is unsatisfactory.

## 5. Public Hearing and Tentative Assessment

Once design has been completed, the Board is required by law to hold a Public Hearing prior to proceeding with construction.

The public hearing may be waived if property owners are 100% in support of the project. In this case, property owners can sign and notarize a Petition, Statement and Waiver.

The project will then proceed directly to the Board for construction approval.

### Key points to remember:

- If the public hearing is not waived, property owners will receive a legal notice of the public hearing via certified mail, along with a Tentative Assessment listing the proposed net amount they will be assessed (charged).
- Property owners can voice their support or objection to the project during the hearing. They also have five days after the hearing to submit written comments or objections.
- The Tentative Assessment DOES NOT include any private costs the property owner will incur.
- Property owners may be eligible for a credit (reduction) based on their type of HSTS, as determined by Hamilton County Public Health.

TENTATIVE ASSESSMENTS  
S.S. NO. 6915, PROJECT ID 10320090  
PLEASANT ROAD LOCAL SEWER  
THE METROPOLITAN SEWER DISTRICT OF GREATER CINCINNATI

PARCEL ID	TYPE	BENEFITS	TENTATIVE ASSESSMENT	NET CREDITS			NET TENTATIVE ASSESSMENT
				Primary	Secondary	HSTS Reimbursement	
123-4567-0002	510 - Single Family	1	\$77,199.33	-\$10,100.00	-\$55,098.33	\$0.00	\$12,000.00
123-4567-0013	510 - Single Family	1	\$77,199.33	-\$10,100.00	-\$55,098.33	-\$3,800.00	\$8,400.00
123-4567-0004	510 - Single Family	1	\$77,199.33	-\$10,100.00	-\$55,098.33	\$0.00	\$12,000.00
123-4567-0008	510 - Single Family	1	\$77,199.33	-\$10,100.00	-\$55,098.33	\$0.00	\$12,000.00
123-4567-0001	510 - Single Family	1	\$77,199.33	-\$10,100.00	-\$55,098.33	\$0.00	\$12,000.00
123-4567-0017	800 - Residential Vacant	1	\$77,199.33	-\$10,100.00	-\$55,098.33	\$0.00	\$12,000.00
123-4567-0001	510 - Single Family	1	\$77,199.33	-\$10,100.00	-\$55,098.33	\$0.00	\$12,000.00
123-4567-0002	510 - Single Family	1	\$77,199.33	-\$10,100.00	-\$55,098.33	\$0.00	\$12,000.00
123-4567-0012	510 - Single Family	1	\$77,199.33	-\$10,100.00	-\$55,098.33	\$0.00	\$12,000.00
123-4567-0005	510 - Single Family	1	\$77,199.33	-\$10,100.00	-\$55,098.33	-\$5,800.00	\$8,200.00
123-4567-0015	510 - Single Family	1	\$77,199.33	-\$10,100.00	-\$55,098.33	\$0.00	\$12,000.00
123-4567-0006	510 - Single Family	1	\$77,199.33	-\$10,100.00	-\$55,098.33	\$0.00	\$12,000.00
123-4567-0007	510 - Single Family	1	\$77,199.33	-\$10,100.00	-\$55,098.33	\$0.00	\$12,000.00
123-4567-0014	510 - Single Family	1	\$77,199.33	-\$10,100.00	-\$55,098.33	\$0.00	\$12,000.00
123-4567-0020	510 - Single Family	1	\$77,199.33	-\$10,100.00	-\$55,098.33	-\$3,800.00	\$8,400.00
123-4567-0016	800 - Residential Vacant	1	\$77,199.33	-\$10,100.00	-\$55,098.33	\$0.00	\$12,000.00
123-4567-0018	510 - Single Family	1	\$77,199.33	-\$10,100.00	-\$55,098.33	\$0.00	\$12,000.00
123-4567-0022	510 - Single Family	1	\$77,199.33	-\$10,100.00	-\$55,098.33	\$0.00	\$12,000.00
123-4567-0025	510 - Single Family	1	\$77,199.33	-\$10,100.00	-\$55,098.33	\$0.00	\$12,000.00

Example Tentative Assessment

## 6. Construction Approval

After the public hearing, the Board will decide whether to proceed with construction. To advance the project, the Board must adopt several resolutions including appropriating funds for construction. Per Ohio law, a property owner can appeal the Board's decision to proceed.

## 7. Project Construction

If the Board approves the final legislation, MSD will begin the process of procuring a contract for construction. This includes advertising for bids from potential contractors, evaluating the bids, and awarding a contract. Contracts are awarded based on lowest and best bid.

Property owners will be notified prior to the start of construction by a letter.

### Key points to remember:

- **Construction is messy!** Contractors typically install sewers by digging a trench with a backhoe. In other cases, the sewer may be installed by tunneling, drilling, or boring & jacking, which require large pits at each end. The sewer could be installed as shallow as 5 feet or as deep as 40 feet.
- Trees and bushes may need to be removed to make room for the local sewer or laterals.
- Dirt, dust, noise, vibrations, and staging of equipment are to be expected.
- The project may impact local traffic.
- While access to your property will be maintained, it could be delayed at times.
- At the end of construction, MSD and its contractor will restore your yard and the street.



Construction of local sewer by open cut (trench)