


## MEMORANDUM

TO: President Keith T. Giagnorio  
Lombard Village Board of Trustees

FROM: William J. Heniff, AICP, Community Development Director 

MEETING DATE: March 21, 2024

RE: **VILLAGE BOARD POLICY AMENDMENT – RESIDENTIAL  
DRAINAGE PROGRAM  
(IMPLEMENTATION STATUS REPORT AND PRESENTATION)**

As the Village Board of Trustees will recall, a number of policy and procedural changes to the Residential Drainage Program were approved and enacted in 2023. These changes undertaken by the Community Development Department included the following:

1. Community Development filled a long-vacant Development Services Inspector position to assist the Private Development Engineer in responding to such drainage requests. The was approved in the 2023 budget and the position was filled in January 2023 (by Joe Baker). This change also reduced third-party costs.
2. The former Backyard Drainage Grant Program was significantly modified into an overall Residential Drainage Program. The Village's Private Development Engineer Jeff Tomasek, P.E. oversees program components.
3. A concierge level of service relative to residential drainage requests, from initial inquiry to final resolution, was established and implemented.
4. Staff increased exposure of services provided by the Village pertaining to drainage.
5. Increased direct technical assistance and engagement was provided to residential property owners, regardless of grant eligibility.
6. Grant funding amounts were increased, when applicable and warranted.
7. Promotion through direct communication efforts, which will transform the program from a response to a proactive engagement effort. Staff undertook a retroactive outreach to many property owners that inquired about grants during the 2019 to 2022 period but did not proceed in applying for a grant.

Attached for Village Board's reference are the following items:

1. The adopted Residential Drainage Grant Program
2. A PowerPoint Presentation, detailing the changes and department/program highlights, that will be shared with the Board members at the meeting. This presentation was favorably reviewed by the Public Works & Environmental Concerns Committee in December, 2023 and has been updated to provide additional information regarding pending 2024 activities.

**ACTION REQUESTED**

This memorandum and the forthcoming presentation are being shared with the Village Board for informational purposes only. No formal action is being requested at this time.



## Residential Drainage Program 2023 Recap

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## Residential Drainage Program

- Review of the Past Backyard Drainage Grant Program
- Program changes introduced to PWEC in early 2023
- Village Board approved program changes in March 2023
- Community Development staff implemented changes in Spring 2023
- This presentation is offered to provide the PWEC and update on activities undertaken in 2023 and levels of accomplishment

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## 2023 Changes

- Restructured “Backyard Drainage Grant” and instituted the “Residential Drainage Program”
- Increased grant reimbursement from \$5,000 to \$15,000
- To provide a more complete level of service to assist residents, the Development Services Inspector position was reinstated and filled by Joseph Baker

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## 2023 Changes

- Streamlined application forms and processes
- Gave discretionary authority to the Private Development Engineer on technical matters
- Provide in-house free consultations with residents to offer possibilities to remedy drainage issues

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## 2023 Highlights

### Program Roll-Out

- Social Media
- Press Releases
- Review of past engagements by residents going back to 2019

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## 2023 Highlights

- The "Grants" webpage has been updated with user-friendly instructions, allowing residents to seamlessly initiate their involvement in the Residential Drainage Program.

### GRANTS

The Village of Lombard offers several reimbursement programs which benefit homeowners and businesses. Please select an option below for more information.

Applications are best submitted online, or by email if an online option is not provided. Otherwise, they may be placed in the white drop box in front of the Village Hall (next to the postal box) or delivered in person during office hours. Online and email are preferred to enable the quickest response. Note that a delay of up to a few days may be incurred for paper submittals depending on in-office staff availability.

#### Residential Drainage Program

The Residential Drainage Program provides single family residential property owners additional resources and guidance to help address flooding or drainage issues.

The Village offers a drainage grant to qualifying homeowners that experience flooding on their private property that remains for 72 hours or longer and which effects at least two contiguous properties OR results in damage to the principal structure.

To be considered for a potential grant, please follow the steps below:

1. Contact the Private Development Engineer ([PES@villageoflombard.org](mailto:PES@villageoflombard.org)) to set up a meeting at your residence to discuss the specifics of your drainage concerns. Include several photos of the areas of concern with your initial email.
2. The Private Development Engineer will send a summary email of the meeting and include any necessary sketches/recommendations, as well as a determination of your grant eligibility.
3. If the property qualifies for a grant, contact appropriate contractors to obtain at least two quotes for remediation of the drainage concern, using the recommendations from the Engineer. Alternative designs from the contractors will also be considered. A grant application should also be submitted to the Engineer at this stage.
4. Submit the quotes to the Private Development Engineer for review.
5. Apply for a permit through our [Online Portal](#) using the quote/scope and sketch from the contractor (permit fees apply).
6. Once approved, the contractor will need to schedule all inspections as listed on the permit card. The inspector will verify that all work is being done per plan and is compliant with Village code.
7. Once the final inspection is passed, submit a copy of the paid invoice to the Private Development Engineer to receive a reimbursement of 50% of the eligible project cost (up to a maximum of \$15,000 total for all properties involved).

If the property does not meet the provisions of the grant program, the Village can still offer technical guidance to help address drainage concerns. Questions can be directed to the Private Development Engineer at [PES@villageoflombard.org](mailto:PES@villageoflombard.org), or 630-620-5972.

A copy of the Village Board policy with further information can be found [here](#).

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## 2023 Highlights

- 9 grant applications received in 2023
- 5 of the approved grants exceeded the prior \$5,000 max reimbursement
- Total of \$61,030 in grant distributions to residents
- 24 properties benefited from the drainage improvements in 2023

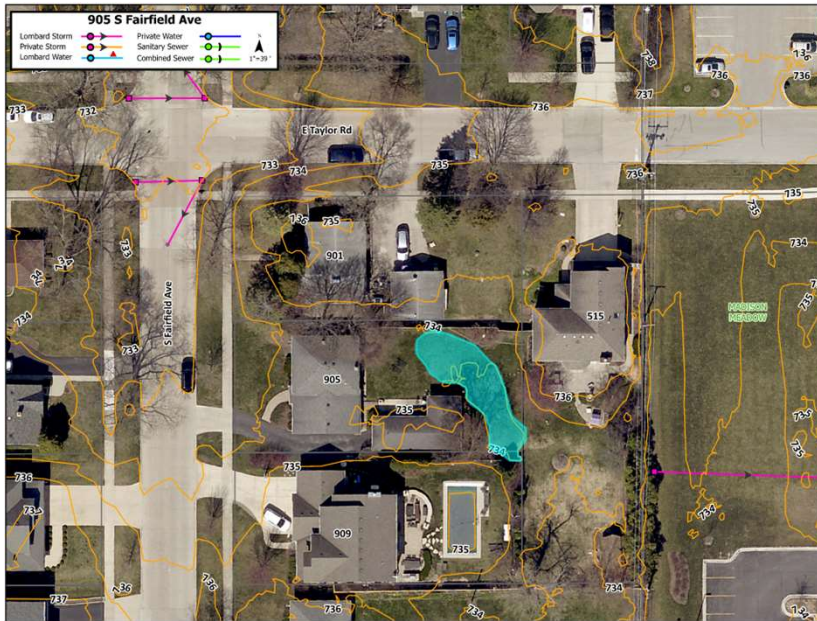
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## 2023 Grant Award Case Studies

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## INNUNDATION AREAS RELIEVED BY GRANT PROJECTS



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## INNUNDATION AREAS RELIEVED BY GRANT PROJECTS



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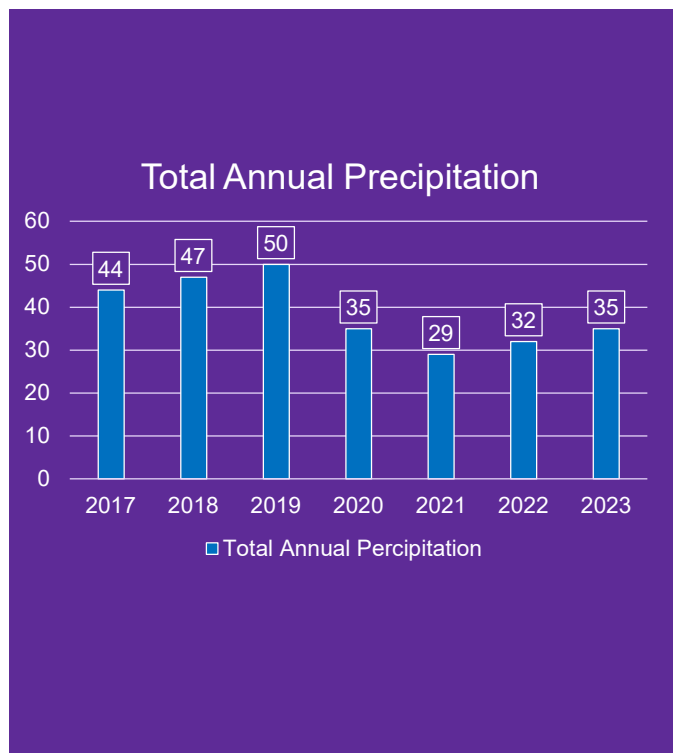


## INNUNDATION AREAS RELIEVED BY GRANT PROJECTS



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## Annual Rainfall Comparison



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## Private Engineering Division Comparative Analysis

	2019	2020	2021	2022	2023
Grant Applications	9	13	2	3	9
Total Investment	\$88,310	\$164,736	\$16,840	\$23,485	\$124,729
Grant Awards	\$39,090	\$67,254	\$7,545	\$8,660	\$61,030

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## Secondary Benefits to the Residential Drainage Program Changes

### Reinstatement of the Development Services Inspector:

- Helped assist Private Development Engineer with field investigations
- Freed up resources to Code Enforcement regarding drainage requests
- Increased field meetings with contractors and residents – even if properties are not grant eligible
- Increased volume of engineering inspections
- Reduced reliance on 3<sup>rd</sup> party inspection/permit review consultant

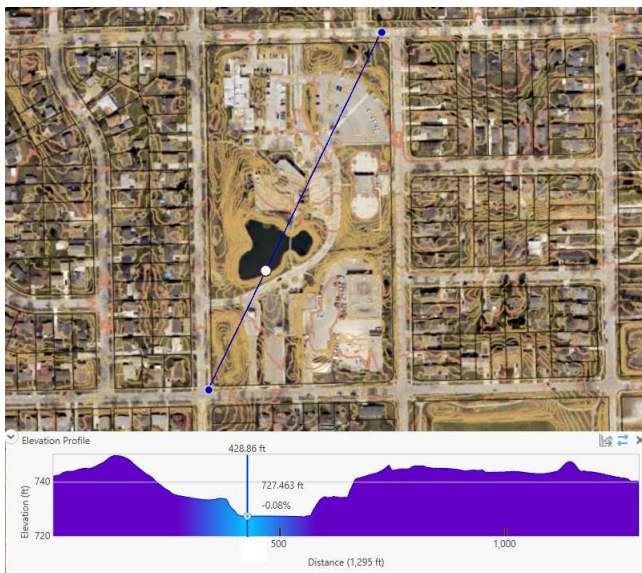
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## Private Engineering Division Comparative Analysis

	2022	2023
Engineering Plan Reviews	901	1,012
Engineering Inspections	570	1,179
Certificate of Occupancy's	238	211
3 <sup>rd</sup> party Engineering Costs	\$126,504	\$54,395

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## Next Steps



- Advancements in Technology
  - DuPage County LIDAR data incorporated into ArcGIS.
  - Upgrades the available topography from 2' interval contours to elevations with decimal accuracy.
  - Provides a tool to help develop remediation plans.

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## Next Steps

- Request for Proposals
  - The Private Development Engineer can send a request to contractors of the residents choosing to submit proposals for drainage improvement projects.
  - Helpful for residents that are overwhelmed or busy.
- Acquired New Survey Equipment
  - Replaced existing surveying equipment to provide more accurate site assessments.

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## Next Steps

- 2024 Project Status
  - Four residential drainage concerns received; one project completed (fixing an issue originally reported in 2000).
- 2024 Outreach Efforts
  - April 1<sup>st</sup>: Social Media posts to remind residents of the Residential Drainage Program.
  - April – May: Engage past grant inquirers who did not proceed with a project.

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## Closing Thoughts

- Policy changes fully implemented in 2023
- Additional resources increased participation in the Program
- Increased improvements now may reduce future service requests during flooding periods

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## Interested in the Residential Drainage Program?

- Please visit <https://www.villageoflombard.org/299/Grants> and click on “Residential Drainage Program”

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# Questions?







## VILLAGE OF LOMBARD

### VILLAGE BOARD POLICY MEMORANDUM

**Subject: Residential Drainage  
Program**

**Section: 4.D.**  
**Dept.:** PW/CD  
**Date:** January 20, 2000  
**Updated:** March 2, 2023

#### **I. Purpose**

The purpose of this program is to improve flood-prone improved single-family properties through cooperative efforts by the Village of Lombard and effected residents and property owners.

#### **II. Procedures/Guidelines**

A. Interested homeowners who can demonstrate that two or more contiguous properties are directly affected by inadequate drainage or flooding can apply for a grant to provide financial assistance to install drainage improvements. "Directly affected" means that applicable properties are subject to standing stormwater for more than 72 hours. The 72-hour provision is based on the nuisance of mosquito breeding, which may be relaxed at the discretion of the Private Development Engineer if the stormwater threatens to damage the principal residential dwelling.

B. Eligible costs may include surveying, engineering, permits, and construction work including connection to public storm sewer and restoration.

C. Homeowner groups and eligible property owners initiate projects, perform surveying and prepare engineering plans by a Professional Engineer or a landscape contractor. Plans are submitted to the Community Development Department for review and approval. This effort may be done in consultation and coordination with Community Development staff, and staff can make resources available to affected parties, all in order to help ensure that grant applications meet the intent of the program and the projects have the greatest chance of addressing the drainage concerns.

D. Approved plans are eligible for a grant. Grant applications are submitted to the Community Development Department along with companion plans, cost estimates, or bids. Community Development staff shall evaluate the reasonableness and appropriateness of the grant

application. The Village's Private Development Engineer has discretion in determining proper courses of action and using best engineering practices in project extent and review activities. Costs associated with preparing unapproved plans are not eligible for grant funds.

E. When applicable, drainage systems must include an appropriate restrictor.

F. Upon successful completion of the work and final inspection, and receipt of the contractor's paid-in-full receipt, the Village will reimburse the homeowner group for 50% of the project costs up to a maximum of \$15,000. The reimbursement shall be based upon the lowest acceptable cost estimate, which may not be the proposal from the contractor performing the work.

G. The annual Village contribution to this program will be determined in the Capital Improvement Program.

H. "Direct" or "indirect" connections to combined and sanitary sewer systems are prohibited by current Village ordinance and will not be considered. "Indirect" connections enter a storm sewer that discharges to a combined sewer (recombining).

I. Proposed pumping systems discharging to combined sewer areas that comply with current Village ordinance 50.027 are also eligible for this program (Exhibit "A" attached).

J. Improvements constructed on private property will be operated and maintained by the respective property owners; not the Village of Lombard.

K. In addition to making funds available for selected drainage improvements, the Community Development Department may offer supplemental guidance, as deemed appropriate by the Private Development Engineer, in order to assist owners in addressing drainage matters. This may include, but not limited to:

1. Providing topographic information and maps;
2. Field consultations;
3. Providing concept drawings or plans that could be used as the basis for a grant application;
4. Assistance in identifying qualified contractors who may be available to perform such work; and
5. Facilitating the completion of the building permit and/or grant applications, if needed.

L. Should a drainage concern not meet the qualifying factors set forth within the Residential Drainage Program, Community Development staff may still offer the technical services as set forth in Subsection K. above, all in an order to meet the larger drainage program goals.

### **III. Legislation/Documentation**

- A. Minutes of January 11, 2000 Public Works Committee meeting.
- B. Minutes of January 20, 2000 Village Board of Trustees meeting.
- C. Minutes of the February 7, 2023 Public Works & Environmental Concerns Committee meeting.
- D. Minutes of the March 2, 2023 Village Board of Trustees meeting.

## EXHIBIT "A"

### § 50.027 SUMP PUMP, DOWNSPOUT AND OTHER STORMWATER DISCHARGES

(A) For all habitable structures and business structures constructed after January 1, 1986, all building subsoil drain sump pump pipes that discharge outside of a building shall be connected to the separated storm sewer system wherever there is a separated storm sewer reasonably available for such connection as determined by the Director of Community Development.

(B) For all habitable structures and business structures, if a separated storm sewer is not reasonably available, all subsoil drain sump pump pipes that discharge outside of a building shall discharge:

- (1) On a grassed or landscaped area on the same property as the structure;
- (2) Within 15 feet of the structure;
- (3) Away from adjacent properties; and
- (4) In a manner so as to not cause a nuisance in the public right-of-way or to adjacent properties or in a manner as otherwise approved by the Director of Community Development.

(C) For all habitable structures and business structures, all downspouts shall discharge:

- (1) On a grassed or landscaped area on the same property as the structure; and
- (2) Within 15 feet of the structure;
- (3) Away from the adjacent properties; and
- (4) In a manner so as to not cause a nuisance in the public right-of-way or to adjacent properties or in a manner as otherwise approved by the Director of Community Development.

(D) Where a downspout or subsoil drain sump pump discharge pipe discharges above the grade level at the point of discharge, said discharge shall be onto splash blocks.

(E) Notwithstanding the requirements of [50.026](#), any person, but only one person from the area tributary to the common depressional storage area, may pump stormwater run-off from a common depressional storage area on private property toward a combined sewer subject to the following restrictions:

- (1) Pumping may not commence or continue during a rainfall event;
- (2) Pumping may not commence until 72 hours after a rainfall event or until the Glenbard Wastewater Authority CSO Facility has stopped discharging effluent to the East Branch of the DuPage River, whichever is longer;

(3) The discharge point must be within 15 feet of the building structure, and in a manner so as to not cause a nuisance in the public right-of-way, or at the discretion of the Director of Community Development; and

(4) No pumping rate can exceed 250 gallons per minute.

Notwithstanding the foregoing, pumping as described in this subsection (E) will be prohibited if combined sewer surcharges are induced from such pumping. In addition, the Village of Lombard reserves the right to further restrict the approved pumping rate in individual situations where it has been determined that the maximum rate will result in surcharging, sewer overflows, adverse health or environmental problems.

(F) In the event that any downspout(s) and/or subsoil drain sump pump discharge pipe(s) is/are found to not be in compliance with this section, the owner of the property on which said downspout(s) and/or subsoil drain sump pump discharge pipe(s) is/are located shall, within 180 days of receipt of a notice from the village, advising said property owner of the noncompliance, bring said downspout(s) and/or subsoil drain sump pump discharge pipe(s) into compliance with this section. Said 180-day period may be shortened by the Director of Community Development, in the event the non-compliance with this section presents an imminent threat to the health, safety and/or welfare of any person, or an imminent threat to the integrity of any building or structure, to such period of time as deemed reasonable to protect said person, building or structure.

('70 Code, § 13.08.075) (Ord. 2797, passed 11-14-85, Ord. 4190, passed 7/18/96; Ord. 6057, passed 06/21/07; Ord. No. 7228, § 1, passed 6-17-16)

**Special note: The code provisions set forth within Section 50.027 are subject to change by the Village Board of Trustees. Should such changes occur, the latest effective version of the Village Code shall be automatically applicable to the Residential Drainage Program.**