



File: S01\_00\_05

November XX, 2017

Dear Property Owner,

This letter is to notify you of findings from the Utilities Kingston project – **Portsmouth Sewershed Extraneous Flow Reduction Program** as they pertain to your property, located at:

The purpose of the project is to reduce the amount of stormwater and groundwater that is entering the sanitary sewer system in the Portsmouth Avenue Sewage Pump Station service area. In doing so, Utilities Kingston is addressing issues that have been identified within the municipal infrastructure as well as on private property. The problem with storm and groundwater entering the sanitary system is that it contributes to excessive flows during rain and snowmelt, which causes sewage overflows and basement flooding in some areas of the sewershed. More information on the project can be found here:

<https://utilitieskingston.com/Projects/Detail/Portsmouthlandl>


In accordance with the City's Sewer-Use Bylaw (2008-192), there are certain connections to the sanitary sewer that are illegal. The following have been identified on your property, and you are responsible for disconnecting these from the sanitary sewer system and discharging them in accordance with the Bylaw.

<div></div>	Roof downspouts connected to sanitary sewer	<div></div>	Sump Pump or foundation drain connected to sanitary sewer
<div></div>	Reverse slope driveway drain or stair well drain connected to sanitary sewer	<div></div>	Other: _____ _____

To assist with removing these sources, Utilities Kingston staff are available to review the identified issues with you and determine an appropriate course of action. In certain cases, funding may be available through the Utilities Kingston Preventative Plumbing Program (PPP). As a starting point, please make an appointment with Rob Bowen, PPP program manager. Details on the PPP can be found here:

<https://utilitieskingston.com/Wastewater/BasementFlooding/Preventative>

Rob Bowen can be reached by one of the following methods:

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- By telephone, at 613-546-1181 extension 2242,
  - Or by email, at [rbowen@utilitieskingston.com](mailto:rbowen@utilitieskingston.com).

Should you have any other questions or concerns about the program and your responsibilities as a wastewater customer, please contact me at the coordinates below.

Yours truly,

Mike Fischer, P.Eng.  
Utilities Engineer  
Utilities Kingston

Phone: 613-546-1181 extension 2356

Email: [mfischer@utilitieskingston.com](mailto:mfischer@utilitieskingston.com)