



Homeowner Process

Step One

Homeowner receives letter, application and homeowner agreement in the mail.

Step Two

Homeowner* completes application, reads and signs homeowner agreement and mails it to the Division of Sewerage and Drainage (DOSD) (week three).

* Note: If subject address is a rental property, property owner must contact the Development Department's Code Enforcement office at 645-6080 to request a Project Dry Basement inspection of the property. Code Enforcement then schedules an inspection with the tenant. Rental properties must pass a health and safety inspection to be eligible for the program.

Step Three

A Sewer Maintenance Operations Center (SMOC) crew visits home and inspects plumbing and associated items (week four).

Step Four

Homeowner receives a letter from DOSD with estimated time when contracted plumber should call to arrange inspection (week five).

Step Five

Plumber arranges installation date; homeowner signs written authorization to proceed with work (week six – seven).

Step Six

Plumber performs installation work (week eight – twelve).

Step Seven

Plumbing inspector reviews work and signs off (week eight – twelve).

Step Eight

City confirms with homeowner that work has been satisfactorily completed (week thirteen).

Time frames shown above are estimated and based on normal expected time frames without any unforeseen delays.

For questions on Project Dry Basement, call 645-5590.



City of Columbus
Michael B. Coleman, Mayor



Department of
Public Utilities