

Step by Step Procedures to Follow for the Private Sanitary Sewer Connection Ordinance (RMC 12.17)



City Engineer
1401 Marina Way South
Richmond, CA 94801
(510) 412-2062 FAX (510) 307-8116

When must I test my lateral to obtain a Certificate of Lateral Compliance?

If you own a property within the City or Richmond Sanitary Sewer District Number 1 and can answer yes to any of the following questions:

- yes** **no:** Is the age of the property 25 years or greater? (yes...go to section I)
- yes** **no:** Are you selling the house? (yes...go to section II)
- yes** **no:** Is your lateral leaking on your property, onto your neighbors, or into the storm drain system? (yes...go to section III)
- yes** **no:** Are you doing improvements to your property greater than 1% of its value? (yes...go to section IV)

Test your lateral for compliance by following the check off list provided in the applicable sections.

When do I qualify for a waiver for testing my lateral to obtain a Certificate of Lateral Compliance?

- yes** **no:** Is the age of the property 15 years or less? (go to section V)
- yes** **no:** Has the lateral been completely replaced in the last five (5) years? (yes...go to section V)

When do I have to install a two (2) way cleanout, backflow valve or overflow device?

- yes** **no:** Did you do any repairs to the sewer line in the process of the activities listed in section I through IV?

If you answer yes you must upgrade the lateral according to current plumbing code. Generally if you have to dig in the ground to complete the repairs you must upgrade.

When must I install a new lateral connection to the City's sanitary sewer main?

- yes** **no:** Is your lateral connected to a lateral on another private property and you are repairing your lateral to obtain a Certificate of Lateral Compliance?

If you answer yes you must connect separately to the City's sanitary sewer main as part of the repair. You can no longer maintain a shared lateral connection on other private properties. Otherwise an agreement between the property owners must be on record with the property deed or escrow transaction, and provided to the City.

What about if I live in a privately owned Condominium, Cooperative Apartment Building or Home Owners Association?

- yes** **no:** Do you have an individual parcel that has a lateral only servicing your structure? (yes...go to section VI)
- yes** **no:** Are you in a multiple dwelling building? (yes...go to section VI)
- yes** **no:** Does the sanitary sewer in the street belong to a homeowners association? (yes...go to section VI)

SECTION I

The age of my lateral is 25 years or greater!

- Have a sewer lateral test completed by hiring a plumbing contractor (plumber) that is licensed with the city and state to do one of the following procedures:
- video (observation rating recorded on the City Video Review Form)
 - water ex-filtration
 - air pressure

Note: The testing must include the portion of the lateral next to the foundation of the house to where it connects to the City's sanitary sewer main. The connection to the City's main must not have any leakage. Follow the standard specifications and requirement for testing on record with the City Engineer.

Scenario 1

- yes** **no:** Does the video plainly indicate there **are** separations, offsets, sags, cracks, or root obstruction, or debris?
- yes** **no:** Do you have the receipts/invoices from the contractor that show the results of the test and if any repairs are done?
- yes** **no:** I completed the Certificate of Lateral Compliance—General

If you answered **yes** to all of these questions bring the video, work receipts/invoices and the completed certificate to the City Engineer for endorsement and filing with the City's property folder. The fee is \$100 and the Certificate is valid for 25 years without resale of the property, and 15 years in-between property sales.

Or

Scenario 2

- yes** **no:** Does the video plainly indicate there **are no** separations, offsets, sags, cracks, or root obstruction, or debris?
- yes** **no:** Do you have the receipt/invoice from the contractor that show the results of the test?
- yes** **no:** I completed the Certificate of Lateral Compliance—General

If you answered **yes** to all of these questions bring the video, work receipts/invoices and the completed certificate to the City Engineer for endorsement and filing with the City's property folder. The fee is \$100 and the Certificate is valid for 25 years without resale of the property, and 15 years in-between property sales.

Section II

I'm selling my house!

- Have a sewer lateral test completed by hiring a plumbing contractor (plumber) that is licensed with the city and state to do one of the following procedures:
- video (observation rating recorded on the City Video Review Form)
 - water ex-filtration
 - air pressure

Note: The testing must include the portion of the lateral next to the foundation of the house to where it connects to the City's sanitary sewer main. The connection to the City's main must not have any leakage. Follow the standard specifications and requirement for testing on record with the City Engineer.

Scenario 1

- yes** **no**: Does the video plainly indicate there are separations, offsets, sags, cracks, or root obstruction, or debris?
- yes** **no**: Do you have the receipts/invoices from the contractor that show the results of the test and if any repairs are done?
- yes** **no**: I completed the Certificate of Lateral Compliance—Property Sales

If you answered **yes** to all of these questions bring the video, work receipts/invoices and the completed certificate to the City Engineer for endorsement and filing with the City’s property folder. The fee is \$100 and the Certificate is valid for 25 years without resale of the property, and 15 years in-between property sales.

Or

Scenario 2

- yes** **no**: Does the video plainly indicate there are no separations, offsets, sags, cracks, or root obstruction, or debris?
- yes** **no**: Do you have the receipt/invoice from the contractor that show the results of the test?
- yes** **no**: I completed the Certificate of Lateral Compliance—Property Sales

If you answered **yes** to all of these questions bring the video, work receipts/invoices and the completed certificate to the City Engineer for endorsement and filing with the City’s property folder. The fee is \$100 and the Certificate is valid for 25 years without resale of the property, and 15 years in-between property sales.

Section III

Your lateral is leaking on your property, onto your neighbors, or into the storm drain system! This must be immediately addressed. If the discovery is by the City a Warning Citation will be issued to the property owner requiring a repair in five (5) working days or a \$250 fine will be imposed to start.

- Have a sewer lateral test completed by hiring a plumbing contractor (plumber) that is licensed with the city and state to do one of the following procedures:
 - video (observation rating recorded on the City Video Review Form)
 - water ex-filtration
 - air pressure

Note: The testing must include the portion of the lateral next to the foundation of the house to where it connects to the City’s sanitary sewer main. The connection to the City’s main must not have any leakage. Follow the standard specifications and requirement for testing on record with the City Engineer.

- yes** **no**: Does the video plainly indicate there are separations, offsets, sags, cracks, or root obstruction, or debris?
- yes** **no**: Do you have the receipts/invoices from the contractor that show the results of the test and if any repairs are done?
- yes** **no**: I completed the Certificate of Lateral Compliance—General

If you answered **yes** to all of these questions bring the video, work receipts/invoices and the completed certificate to the City Engineer for endorsement and filing with the City’s property folder. The fee is \$100 and the Certificate is valid for 25 years without resale of the property, and 15 years in-between property sales.

Section IV

I’m doing improvements to the property greater than 1% of its value!

- Have a sewer lateral test completed by hiring a plumbing contractor (plumber) that is licensed with the city and state to do one of the following procedures:
 - video (observation rating recorded on the City Video Review Form)
 - water ex-filtration
 - air pressure

Note: The testing must include the portion of the lateral next to the foundation of the house to where it connects to the City's sanitary sewer main. The connection to the City's main must not have any leakage. Follow the standard specifications and requirement for testing on record with the City Engineer.

Scenario 1

- yes** **no:** Does the video plainly indicate there **are** separations, offsets, sags, cracks, or root obstruction, or debris?
- yes** **no:** Do you have the receipts/invoices from the contractor that show the results of the test and if any repairs are done?
- yes** **no:** I completed the Certificate of Lateral Compliance—General

Or

Scenario 2

- yes** **no:** Does the video plainly indicate there **are no** separations, offsets, sags, cracks, or root obstruction, or debris?
- yes** **no:** Do you have the receipt/invoice from the contractor that show the results of the test?
- yes** **no:** I completed the Certificate of Lateral Compliance—General

If you answered yes to all of these questions bring the video, work receipts/invoices and the completed certificate to the City Engineer for endorsement and filing with the City's property folder. The fee is \$100 and the Certificate is valid for 25 years without resale of the property, and 15 years in-between property sales.

Section V

I qualify for a waiver for testing my lateral but still must obtain a Certificate of Lateral Compliance!

A Certificate must still be on record with the City ensuring the lateral is in compliance and filed in the database.

- yes** **no:** My house/lateral was constructed within the last 15 years.
- yes** **no:** My lateral was completely replaced within the last 5 years.
- yes** **no:** Do you have the receipts/invoices from the contractor that show the repair/replacement done?
- yes** **no:** I completed the Certificate of Lateral Compliance—Waiver

If you answered yes to the applicable questions bring the work receipts/invoices and completed certificate to the City Engineer for endorsement and filing with the City's property folder. The fee is \$100 and the waiver will be valid up to fifteen (15) years or prorated according to the age of the lateral in-between property sales.

Section VI

I have an individual parcel that has a lateral only servicing my structure!

Follow the procedure in sections I or V as they apply.

I live in a multiple dwelling building!

The laterals servicing the building will need to be tested every ten (10) years by an arrangement between the property owners and the cooperative or homeowners association. Follow the procedures in sections 1 through V as they apply.

Does the sanitary sewer in the street belong to a homeowners association?

The mains servicing the development will need to be tested every ten (10) years by an arrangement between the property owners and the cooperative or homeowners association. Follow the procedures in sections 1 through V as they apply.