



GUIDELINES FOR PERMITS AND INSPECTIONS FOR REPLACEMENT OF SEWER LATERALS (PLUMBING/SEWER LATERAL PERMIT)

PURPOSE:

These guidelines are intended to describe the process for submittal, review, issuance, inspection and final approval by the Permit Service Center and the Building and Safety Division for replacement and/or repair of upper sewer lateral lines. These guidelines do not address the role or procedures for the Public Works Department in carrying out other requirements of the Ordinance. See Berkeley Municipal Code (BMC) Chapter 17.24 and Public Works handouts and guidelines for information about the entire program.

Permit Required When:

Compliance with the Sewer Lateral Ordinance is triggered by any of the following:

1. Prior to sale of property when sewer line is more than 20 years old.
2. When applying for a Building and/or Plumbing Permit with a valuation of:
 - ◆ \$100,000 or more, or;
 - ◆ \$50,000 and involving two or more plumbing fixture changes or additions.

Who Can Do The Work:

Work performed in the public right-of-way must be performed by a licensed C-36, C-42, or Class A General Engineering Contractor. Work on private property for one and two family residences may be done by a C-36, C-42 or Class B General Building Contractor, or by the homeowner. Homeowners may perform work on their own property only, and in accordance with, the owner-builder provisions of state law.

Filing Procedures:

To file a PSL (Plumbing/Sewer Lateral) application to repair or replace the upper sewer lateral, you will need to provide:

1. Two (2) sets of plans showing property lines, section of sewer lateral to be repaired or replaced, location, and types of cleanouts;
2. Two (2) copies of the completed PSL Checklist;
3. Completed Engineering Permit Application.

NOTE: Any existing area drains, downspouts or other illegal connections to the sewer are required to be shown on the plans. Show existing and corrected conditions, including the relocation and termination of such drains.

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REVIEW PROCESS BY BUILDING AND SAFETY:

1. Triggered By Sale – Not In Conjunction With Remodeling:
 - a. Most straightforward sewer lateral applications can be reviewed and issued over the counter.
 - b. If your replacement or repair involves an easement, a “backline” sewer, a connection across a property line, illegal connections, or other complications, review and issuance of the permit may take longer, depending on the additional information required.

2. Review Process In Conjunction With Remodeling:
 - a. A separate PSL Permit is required when replacement or repair of the sewer lateral is required, and shall be submitted in accordance with the filing procedures above.

Exception: A Certification of Sewer Compliance issued by Public Works indicating that repair has been done previously and in compliance with the ordinance, or no work is required.
If the remodeling, renovation, repair, or addition requires a Plumbing Permit for bathroom, kitchen or any other plumbing work, a separate permit is required for that work.
 - b. The ‘remodeling’ permit may be submitted prior to filing for the PSL permit. However, the Building Permit will not be issued prior to the issuance of the PSL Permit.

3. Fees: \$270.00

INSPECTIONS BY BUILDING AND SAFETY:

1. Two (2) inspections are required:
 - ⇒ Prior to covering up and piping;
 - ⇒ Final inspection.

2. Field conditions now shown on plans, including non-conforming condition such as area drains or down spouts will require revised plans to be submitted.

3. The PSL shall be signed off prior to, or at the same time, as the final approve of the ‘remodeling’ permit. The PSL may not be signed off after the final approval of the ‘remodeling’ permit.

4. Building and Safety will sign off the PSL job card at the site and enter the results in the City’s computer database.

5. After the PSL permit has received its final inspection by Building and Safety, the Public Works Department shall issue a Sewer Lateral Certification to the owner or owner.