



Public Works Department  
Engineering Division

<b>For office use only</b>
Application Number: _____
Receipt Number: _____

## APPLICATION FOR SEWER LATERAL CERTIFICATE

Date:	Parcel Number:
Property Address:	Property Zip Code:
Check here if this is a resubmitted application for this property: <input type="checkbox"/> NO fee for resubmittal if fee was previously paid	

**Owner Information:**

Name:		Mailing Address:	
City:	State:	Zip Code:	Phone Number:

**Certificate or Notice of Deficiency Mailing Information:**

Name:		Address:	
City:	State:	Zip Code:	Fax:

**THIS APPLICATION IS FOR:** Property Sale:  Property Remodel:  Other:

<input type="checkbox"/>	CCTV Video Tape/DVD of Private Sewer Lateral (\$150 fee) <i>(CCTV Sanitary Sewer Report is required with the tape.)</i>	Inspection Date:
<input type="checkbox"/>	Plumbing Permit Final Sign-off of the Sewer Replacement (\$150 fee) Plumbing Permit #	
<input type="checkbox"/>	Verification that full replacement has been done within the last 20 years and detailed scope of work is attached for verification. As the applicant, I understand that approval of this information for the issuance of the Sewer Lateral Certificate (SLC) is at the discretion of the City Engineer and will be subject to review in accordance with Standard 06-02 (see page 2) of the Private Sanitary Sewer Lateral Program (\$ 150 fee). Plumbing Permit #	

Printed Name of Applicant	Title	Date

To the best of my knowledge, the information submitted herewith complies with all requirements set forth by the Berkeley Municipal Code Chapter 17.24, inclusive. I declare under penalty of perjury that all information submitted herein applies to the subject address and to no other properties.

Signature of Applicant	Date

Please take your completed application and supporting documentation to the Finance Customer Service Center at 1947 Center Street, 1st Floor. Hours are posted at: [www.ci.berkeley.ca.us/finance/customerservice.htm](http://www.ci.berkeley.ca.us/finance/customerservice.htm)

**STANDARDS FOR OBTAINING  
A SEWER LATERAL CERTIFICATE BASED ON REPAIR  
PSL Standard 06-02**

This document sets forth the minimum requirements for an acceptable customer repaired private sewer lateral within the last twenty (20) years. It also describes what the applicant for a sewer lateral certificate must provide to the City to substantiate a “qualified” repair within the last twenty (20) years.

**General Information**

BMC 17.24 requires that, at the time of property sale and/or at the time of a major remodel, the sanitary sewer lateral must either be repaired/replaced or shown to be in satisfactory condition by taking the following steps:

1. Performing a Closed Circuit Television Inspection (CCTV) inspection, or
2. Show evidence of replacement of the private sewer lateral within the last 20 years (such evidence must include an approved plumbing or public works permit with a final signature from a City inspector). Any evidence of repair of the private sewer lateral, (such evidence must include an approved plumbing or public works permit with a final signature from a City inspector), in which less than 100% of the upper lateral was replaced will require a CCTV inspection.

**Requirements**

A qualified repair within the last twenty (20) years must be a repair that significantly improves the condition of the existing lateral. The repair should involve 100% of the upper lateral.

The City will accept any of the following documents as verification of compliance and issue a Sewer Lateral Certificate, if you provide one of the following:

- Evidence that your sewer lateral is less than 20 years old, or
- A copy of a plumbing permit for replacement of your lateral within the last 20 years.

The owner and/or contractor must provide a detailed description of the work involved in the repair.

The date of such repair must be evident.

**City Review**

This information is subject to review by the City Engineering staff, and either a Sewer Lateral Certificate or a Deficiency Report will be issued. The City Engineer’s decision shall be final.