

- 2) Address of project.
- 3) Sewer lateral location and length(s).
- 4) Sewer lateral size and material (if know).
- 5) Location(s) of any existing cleanouts.
- 6) Location(s) of new cleanouts.
- 7) Location of new back flow preventer.
- 8) Location of the back flow relief device.

**Permits required for any work on the sanitary sewer lateral.**

Engineering Division encroachment permits for work in the city right of way.

Building permits for work on private property.

All applicants for a permit to repair or replacement, adding plumbing fixtures or work involving 25% or more of the structure shall first start with the Engineering Division who shall make a determination as to which requirements apply to this application.

Once a determination has been made by the Engineering Division then the applicant comes to the Building Division for the remaining permits.

See Engineering Division detail sheets for more information.

Any questions or issues contact the Engineering Division at 650-259-2339 or the Building Division at 650-259-2330 any weekday.



# Sanitary Sewer Lateral Upgrades and Video Inspection Requirements

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City of Millbrae  
Community Development  
Department  
Building Division  
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Website - [www.ci.millbrae.ca.us](http://www.ci.millbrae.ca.us)

This handout has been made to provide guidance with the sewer line upgrade and video inspection requirements.

#### **MMC 8.20.430**

##### **Inspection of sewer lateral by closed circuit television.**

Before acceptance of any sewer lateral it shall be inspected and the results recorded on VHS Tape, CD, or DVD and submitted to the city for approval and acceptance.

If the video inspection shows defects it is the property owners responsibility to repair the line to the City main. Reinspect the line once the repairs have been made and the video submitted for acceptance.

If it is found that the line is in good working shape the city will assume maintenance from this time forward once the video inspection is submitted to the city for acceptance.

#### **MMC 8.20.460**

##### **Sidewalk Cleanouts**

City sidewalk cleanouts are required for the city to maintain the sewer lateral.

Cleanouts if not existing, shall be installed at the owners expense under any of the following conditions listed below:

1. All New Construction
2. On remodels were plumbing fixtures are being added to the property.
3. Were 25% or more of the building is being remodeled even if there is no

plumbing work.

4. Replacement or repair of the sewer lateral.
5. Whenever a back flow device is installed.
6. When the property has been damaged by blockage of the City sewer main.
7. Whenever a pump is installed on the sewer line.

#### **MMC 8.20.470**

##### **Back Flow Protection and Back Flow Relief Device**

1. All New Construction
2. On remodels were plumbing fixtures are being added to the property.
3. Were 25% or more of the building is being remodeled even if there is no plumbing work.
4. Replacement or repair of the sewer lateral.
5. When the property has been damaged by blockage of the City sewer main.
6. Whenever a pump is installed on the sewer line.
7. When the lowest level of the building is at or below the invert of the immediate city sewer manhole downstream.

The **back flow device** shall be of a type that allows cleaning without the need to dig up the device or special tools to access. Back flow devices which have the 4 bolts in the corners shall not be installed lower than 2 feet from the surface. All others will need a device with an extension tube that can be pulled out to clean the back flow device.

A back flow relief device is required whenever a back flow device is installed. Such device may be spring loaded or pressure activated. It shall be installed at the lowest portion of the sewer lateral.

#### **MMC 8.20.240.E**

##### **Separate Sewer Laterals for each Property.**

Each parcel shall have its own sewer line lateral. If a property is found to have a shared sewer lateral it will be the property owner's responsibility to separate the sewer into separate sewer laterals for each parcel.

##### **Materials acceptable for sewer line work.**

House to back side of sidewalk clean out. May be of any approved plumbing pipe material allowed by the plumbing code.

Sidewalk clean out, riser and lateral to main (new installations) shall be HDPE - High Density Poly Ethylene pipe or commonly know as fussed plastic pipe or welded plastic pipe.

##### **Plans required for sewer lateral work.**

A simple site plan showing the following information.

- 1) Site shape- showing building and any easements.