CITY OF MILLBRAE's Revised
SANITARY SEWER LATERAL INSPECTION PROCESS UPON SALE
APRIL 11, 2011

1. Why did we do this? As a result of a Baykeeper Consent Decree which required us to implement an on-sale inspection and if needed, repairs to be completed before final sale.

2. Our new ordinance is effective on April 22, 2011.

3. A property's sanitary sewer lateral shall be inspected for inflow and infiltration prior to transfer of title. Properties will be exempt from testing under the following circumstances:

   3.1 If the lateral has been tested in the past five years and has passed; or

   3.2 The lateral has been replaced in the last twenty years or if the house is newer than 20 years old.

The lateral shall be inspected through an in-line video by a California State licensed contractor and submitted to the Public Works Engineering Division for review. This can be accomplished by most if not all plumbers. We were told the cost of such an inspection would range between $150 and $250 depending upon the length.

4. Upon inspection, if structural issues are found, the lateral shall be improved to City of Millbrae standards and specifications (lateral repaired, and backflow preventer and City cleanout installed). If structural defects are not found, the lateral is exempt from improvements.

5. If improvements are required, the property owner or contractor shall obtain an Encroachment Permit from the Public Works Engineering Division to make the necessary improvements. At that time the City will provide its lateral standards and specifications.

Our experience has been that the costs of repairing a lateral and installing a backflow preventer and clean out can typically be accomplished for under $5,000 as long as the repairs needed are not in the street, i.e., this work can be accomplished by a B licensed plumbing contractor. If the lateral requires repairs which are under the street, then an A Plumber's License is required and the repairs will likely cost more. It is very unusual for such costs to be more than $15,000.

Real Estate Meeting of April 18, 2011

Questions/Concerns and City of Millbrae Public Works initial responses:

1. We need to move quickly on Short Sales and REOs. We are concerned about the length of time for reviews and decisions.

   Response: The City has one person who must perform a number of functions. Officially we require one week to complete a review, however, we have been averaging only 1 to 2 days. We then respond by email with the requirements. That makes this process fairly quick. When the plumber brings in the DVD they can let us know if the sale is urgent and we will do our best to review the CCTV quickly.

2. What are the City's guidelines on private sewer laterals?

   Response: Through the inspection process we are looking mainly for structural issues such as: swale, major offsets, breaks, severe root intrusion, etc.

3. We are concerned that if the property being sold has a joint lateral, that the process will take too long.

   Response: In the event a joint lateral is found a few scenarios could occur. (1). Both properties are responsible, in which case the work will need to be jointly done. (2). the neighboring property (not being sold) is responsible, in which case the property being sold needs to do nothing, or (3). the property being sold is responsible and must relocate the lateral. If number 3 occurs, obtaining the permit would be sufficient to move forward with the sale. Our Encroachment Permit allows 3 months to finish the work. It is also possible that the City could be maintaining one of the two joint lateral's lower lateral. In this case, we could be directly involved in the repair as well.

4. How fast can you turn a review of the CCTV and what modes of CCTV do we offer (both DVD and VHS)?

   Response: We ask for a one week turn around time; however, as stated above we can typically have the review done in a few days. VHS is no longer supported. If a VHS is performed, it would need to be converted a DVD or CD. These reviews are performed on a PC and not on a TV.

5. We are concerned that if a lateral needs replacing that we must get both a building permit and an encroachment permit. How do you coordinate these?

   Response: Depending on the extents of the repairs required both a Building and PW permits must be obtained. However, our processes have become very simple for licensed, experienced, contractors. They do this type of work and pull such permits very frequently.

6. We are concerned that outside agents and banks that are not familiar with Millbrae requirements or processes may bypass them. This is not fair to us.

   Response: This will take us some time but we will investigate working this through the local title companies to make the private sewer lateral testing a requirement of the preliminary title search.

7. They want specific written guidelines similar to what SF requires with their energy inspections. They suggested visiting SF's website to see what they offer.

   Response: We have not completed as of today completed an evaluation of this.

8. One plumber asked if we allow sewer lateral pipe lining.

   Response: This is not allowed.

9. Had one question on any permits at 520 Lomita.

   Response: We investigated this and found no building or encroachment permits for work at this property. If work was completed, it was done without a permit. The properties lateral would need to be inspected. IF the lateral is in good condition, no other action would be required.