

<p><b>City of San Diego, California</b>  <b>METROPOLITAN WASTEWATER DEPARTMENT</b></p> <p><b>WASTEWATER COLLECTION DIVISION</b>  <b>OPERATIONS AND POLICY MANUAL</b></p>	<p><b>Document No. C.13</b></p> <p><b>Effective Date:</b>  <b>January 30, 2003</b></p>
<p><b>SUBJECT: SEWER MAIN / LATERAL</b>  <b>CONNECTIONS IN EASEMENTS AND</b>  <b>EASEMENT MAINTENANCE</b></p>	<p><b>Supersedes: System Division</b>  <b>O&amp;P Item D.13 of 6/01/91</b></p>

## 1. PURPOSE

1.1\_ To establish a uniform method for making sewer main connections and performing maintenance of sewer laterals in easements.

## 2. AUTHORITY

- 2.1 City Council Policy 400-10
- 2.2 Director, Metropolitan Wastewater Department
- 2.3 Deputy Director, Wastewater Collection Division

## 3. DEFINITIONS

- 3.1 **Easement** is “an area of land of given dimensions wherein the property owners have allowed the City the right to install and maintain water and sewer facilities”. An easement is usually no more than 20 feet wide, but it may run from several hundred feet to several miles in length.
- 3.2 **Lateral connection** is “the installation of a fitting of the appropriate diameter which is tapped into the sewer main and connected to the property owner's sewer lateral”.
- 3.3 **Maintenance** is “the upkeep of the sewer lateral to prevent stoppages and the removal of obstructions when they occur”.
- 3.4 **Sewer lateral** is “the pipe and fitting that connects a property’s sewer lines to the City sewer main”.

## 4. PROCEDURE

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**4.1 To make a lateral connection:**

- a. The property owner/agent shall be responsible for:
- paying all fees and charges before City crews or a licensed contractor make the connection.
  - excavating and exposing the City sewer main, allowing sufficient room for City crews or licensed contractor to make the connection.
    - if a licensed contractor makes the connection, an inspection (by the City) will be required.
  - ensuring that if the excavation is 5 feet or more in depth, or if poor soil conditions exist, the excavation is shored to Cal-OSHA specifications.
  - protecting the excavation from vandalism and improper access (children, animals, etc.).
  - backfilling excavation by tamping fill material with 12-inch lifts when the connection has been made and work has been completed.
- b. The City shall be responsible for making the connection:
- after receiving documents indicating that all fees and charges have been paid, and that the installation has been approved by the City Inspector; and
  - if the excavation has been completed according to section 4.1a above.

**4.2 To maintain the easement lateral**

- a. The property owner/agent shall be responsible for:
- routine as well as for emergency cleaning, and inspections, of the lateral,

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from the property to the easement main.

- determining the location of the problem, if the lateral is broken or if the blockage cannot be removed, through the services of a licensed plumber or a licensed drain cleaner.
- excavating and exposing the sewer pipelines, allowing sufficient room for the repair work to be done.
- ensuring that if the excavation is 5 feet or more in depth, or if poor soil conditions exist, the excavation is shored to Cal-OSHA specifications.
- having the licensed plumber or licensed drain cleaner contact the City of San Diego Water and Sewer 24-Hour Emergency number if the problem is with the connection to the main sewer line.
- repairing or replacing the pipe, as needed, if the problem is elsewhere in the lateral.

if a licensed contractor makes the connection, an inspection (by the City) will be required

- backfilling excavation by tamping fill material with 12-inch lifts when the repairs have been completed.

b. The City shall be responsible for:

- making the repairs at the connection if the excavation has been completed according to section 4.2 a above.

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Date