1. PURPOSE

1.1 To establish a uniform method for making connections to, and maintaining encroachment sewer laterals.

2. AUTHORITY

2.1 City Council Policy 400-10

2.2 Administrative Regulation 20.70

2.3 Director, Metropolitan Wastewater Department

2.4 Deputy Director, Wastewater Collection Division

3. DEFINITIONS

3.1 Encroachment is “an advancement beyond the usual or proper limits of the property line onto the City right-of-way.” Such a move requires an update of the Encroachment Removal Agreement.

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 the property’s sewer line to the City sewer main”.

4. PROCEDURE

4.1 To make a lateral connection:

   a. The property owner/agent shall be responsible for:
• paying all fees and charges, and filing an Encroachment Removal Agreement, before City crews or a licensed contractor make the connection.

• excavating and exposing City sewer main, allowing sufficient room for City crews or the licensed contractor to make the connection.

  ▶ if a licensed contractor makes the connection, a permit to excavate in the City's right-of-way, and an inspection of the work, 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 4.1 a above.

4.2 To maintain the encroachment lateral:

a. The property owner/agent shall be responsible for:

• routine as well as for emergency cleaning, and inspections, of the lateral, from the property to the City sewer 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 maintenance work to be done.

  if a licensed contractor does the excavation, a permit to excavate in the City's right-of-way, and an inspection of the excavation, 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

- 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.

- repairing or replacing the pipe, as needed, if the problem is located elsewhere in the lateral.

  if a licensed contractor makes the repairs, the City will have to inspect the completed work.

- backfilling and recompacting the excavation and restoring the street, alley, sidewalk, etc. to its original condition once work is 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.