

CITY OF EMERYVILLE - SEWER LATERAL PERMIT
(Retain this card on the jobsite until FINAL INSPECTION)

CALL PW INSPECTOR BEFORE STARTING WORK

SEE REVERSE FOR INSTRUCTIONS FOR INSPECTIONS

DO NOT CONCEAL OR COVER ANY WORK UNTIL INSPECTED AND APPROVED BY THE PUBLIC WORKS (PW) INSPECTOR. INSPECTION REQUEST **(650) 452-0930**. CALL 24 HOURS PRIOR FOR INSPECTION.

PERMIT #

Permit Date

Phone

Address

Property Owner

Contractor

	Inspector	Date	Notes:
Lateral #			
Work: Repair ___ Replace ___ Abandon ___ New ___ Test ___			
Ready for Verification Test			
Verification Test			
Upper Lateral			
Lower Lateral			
Abandonment			
Restoration			
Compaction Test			
Street/Paving			
Sidewalk/Concrete			
Landscaping			
Lateral #			
Work: Repair ___ Replace ___ Abandon ___ New ___ Test ___			
Ready for Verification Test			
Verification Test			
Upper Lateral			
Lower Lateral			
Abandonment			
Restoration			
Compaction Test			
Street/Paving			
Sidewalk/Concrete			
Landscaping			
Lateral #			
Work: Repair ___ Replace ___ Abandon ___ New ___ Test ___			
Ready for Verification Test			
Verification Test			
Upper Lateral			
Lower Lateral			
Abandonment			
Restoration			
Compaction Test			
Street/Paving			
Sidewalk/Concrete			
Landscaping			
Soil Disposal Manifest Received			
Other (specify):			
FINAL INSPECTION*			

*Failure to obtain a FINAL INSPECTION of the work covered by this permit within one (1) year of the estimated completion date shall result in the loss of the security deposit which shall be retained by the City of Emeryville.

**CITY OF EMERYVILLE - SEWER LATERAL PERMIT
INSTRUCTIONS FOR INSPECTIONS**

*****CAUTION***CAUTION***CAUTION***CAUTION***CAUTION***CAUTION*****

Before any work is performed on the sewer, please call Pacific Gas and Electric Company (PG&E) at their Customer Service Line: 1-800-743-5000 to determine if a small diameter gas pipeline crosses through the sewer lateral. If this is the case, PG&E will provide instructions on how to proceed with the sewer rehabilitation project.

PUBLIC WORKS (PW) INSPECTOR: (650) 452-0930

- ☐ **FIRST CALL:** Prior to any excavating in the public right-of-way, the PW Inspector confirms the layout of all required saw cutting and the need for any pot-holing of utilities.

- ☐ **SECOND CALL:** The PW Inspector confirms the use of approved pipe materials and observes the initial stages of the pipe installation procedure.

- ☐ **THIRD CALL:** Once the pipe is installed, the PW Inspector checks the slope of pipe (if it is a new installation), confirms the use and proper installation of pipe bedding material, and confirms the correct installation of the two-way cleanout.
NOTE: This must be done prior to the witnessing of the Verification Test by the PW Inspector and EBMUD. After a satisfactory Verification Test, the PW Inspector confirms the sewer lateral connection to the City sewer main and to the building, and authorizes the backfill of the trenches and pits.

- ☐ **FOURTH CALL:** Prior to street and sidewalk restoration, the PW Inspector witnesses that the backfill of trenches or pits are to City Standards including "T-cut" of asphalt concrete.

- ☐ **FIFTH CALL:** PW Inspector inspects the finish paving and sidewalk restoration and then provides Final sign-off on the Sewer Lateral Permit assuming the work is completed satisfactorily.

NOTE: To schedule EBMUD Verification Test, visit www.eastbaypsl.com. If you have trouble using the online scheduling system or need to re-schedule an appointment, call (510) 287-1599 during normal business hours to speak with a customer service representative.

To obtain a refund of your Sewer Lateral Performance Bond Deposit, please supply a copy of this form with signed FINAL INSPECTION to City of Emeryville, Public Works Department - Engineering. You may provide a hard copy or submit a scanned copy via email: knelson@emeryville.org