



City of South San Francisco
 Engineering Division
 315 Maple Ave.
 South San Francisco, CA 94080
 Phone: (650) 829-6652
 Fax: (650) 829-6689
 Email: web-pw@ssf.net

Application for SEWER LATERAL COMPLIANCE CERTIFICATE

Instructions: Fill out all information on this form and have a licensed plumber perform a video inspection of the sewer lateral. If this is for a property within the Westborough Water District see section at bottom of this page. The video must be in DVD format and the licensed plumber must fill out the Sewer Lateral Video Inspection Report (page 2 of this application). Return application, video inspection report, a DVD copy of the sewer lateral inspection, and \$147 (\$72 for DVD review plus \$75 for Compliance Certificate) to City of South San Francisco, Department of Public Works, Engineering Division, 315 Maple Ave. SSF. Please allow three business days to review the video. Upon completion of video review, the applicant will receive an email with a Compliance Certificate or a Deficiency Notice. If no email is available, a copy will be mailed.

Property Address:	Date:
	Parcel Number:

Property Owner or Buyer Information:

Name:		Email:	
Address:	City:	State & Zip:	Phone:

This application is required due to:
 Transfer of Ownership:
 Change of Building Use:
 Repair/Replacement:

 Property Remodel:
 Certificate of Occupancy:

Certificate Mailing Information:

Name:		Title:	
Company:		Email:	
Address:	City:	State & Zip:	Phone:

Signature of Applicant:	Date:

PROPERTIES LOCATED IN THE WESTBOROUGH WATER DISTRICT

Properties located in the Westborough Water District are not required to pay a fee or submit a sewer lateral inspection DVD to the City of South San Francisco. To obtain a sewer lateral compliance certificate, complete page 1 of this application, obtain a signature from Westborough Water District, 2263 Westborough Blvd, and return completed application to the City of South San Francisco Public Works, Engineering Division, 315 Maple Ave. SSF.

Signature of Westborough Water District Representative:	Title:	Date:

For Office Use Only:	
Date Received:	Service Request Number:



SEWER LATERAL VIDEO INSPECTION REPORT

Instructions: This form is to be filled out by the licensed plumber/contractor conducting the video inspection. This report will assist the city representative in determining whether the sewer lateral is in compliance with the South San Francisco Municipal Code section 14.14, Sewer Lateral Maintenance Construction and Inspection. The City may reject the DVD and ask for resubmission if the video does not meet requirements below.

DVD REQUIREMENTS:		
<ul style="list-style-type: none"> • Video in color and image clear • Show address of property on continuous video • Show date and time stamp on video 	<ul style="list-style-type: none"> • Clearly show cleanout or access point • Running foot or time marker visible • Briefly stop at joints to show integrity • Identify where building drain ends and sewer lateral begins 	<ul style="list-style-type: none"> • Show lateral from structure to City main connection • Write date and address of property on DVD

Property Address:	Inspection Date:
Plumber/Contractor:	Plumber/Contractor Phone:

Sidewalk Clean-out: YES NO
Building Clean-out: YES NO
Backwater valve: YES NO

Pipe Material:
Video Starting Location:
Video Ending Location:

General Video Notes:

Footage	Description

Aerial Sketch (Rough sketch, not to scale)

Additional Comments:

For Office Use Only:
 Lateral in compliance: YES NO

If no, required improvements:

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Date DVD Reviewed:
Reviewed By:
Signature: