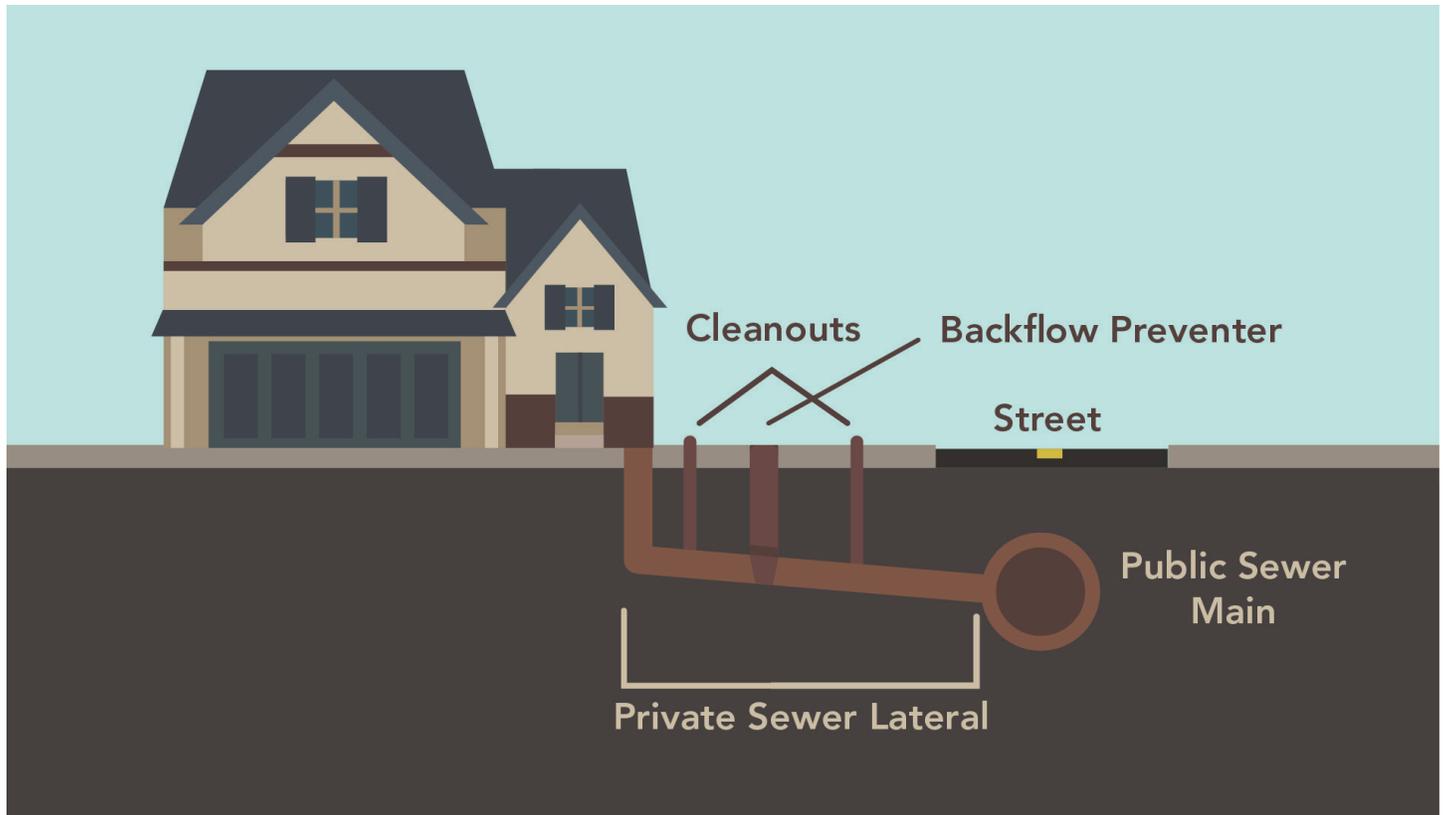


PROPERTY OWNERS & REALTORS: SELLING A PROPERTY IN CVSan? ENSURE IT HAS A SEWER LATERAL COMPLIANCE CERTIFICATE

PRIVATE SEWER LATERAL PROGRAM GUIDELINES 2019/20



WHAT IS THE PRIVATE SEWER LATERAL PROGRAM?

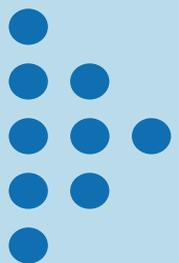
The Private Sewer Lateral Program requires all properties within CVSan's service area, including commercial, industrial, residential, and bank-owned properties, to

have a sewer lateral compliance certificate when the property is sold. This certificate shows that the sewer lateral is in good working order.

WHAT IS A PRIVATE SEWER LATERAL?

A private sewer lateral (sewer lateral) is a pipe that connects a building's plumbing system to the public sewer main (sewer main), which is usually located in the middle of the street. The sewer lateral begins at the junction with the building's plumbing system, which is typically located

within two feet of the building's foundation wall, extends to the sewer main, and includes the connection to the sewer main. The property owner is responsible for maintenance and repairs on the entire sewer lateral and the connection to the sewer main.



STEP ONE: CHECK THE PROPERTY'S COMPLIANCE STATUS

Visit www.cvsan.org/PermitPortal to check the property's sewer lateral compliance status. This online portal will allow you to access property records by typing in the address.

If the property has a valid compliance certificate on file, **you do not need to take any further action**. The compliance certificate can be printed from the permitting portal and given to the buyer with all other certifications necessary for selling a home.

DONE

If the property does not have a valid compliance certificate, the next step depends on if the property owner already knows what condition the sewer lateral is in.

TIP: If the property owner already knows that the sewer lateral requires a complete replacement, skip to **Step 5**.

If the property owner is unsure of the sewer lateral's condition, continue to **Step 2** on the next page.

STEP FIVE: COMPLETE NECESSARY REPAIRS BEFORE PROPERTY IS SOLD

If the property owner knows that the sewer lateral needs to be completely replaced, or if CVSan's inspectors determine that the sewer lateral needs to be repaired, the work must be completed before the close of escrow. The property owner or contractor must receive a CVSan sewer repair permit before beginning any work. The CVSan sewer repair permit is \$160 and can be obtained online at www.cvsan.org/PermitPortal or in person at CVSan's main office located at **21040 Marshall Street, Castro Valley**.

If the sewer lateral is completely replaced, CVSan will issue a compliance certificate that is **valid for 30 years** after the work is completed and the repair permit has been signed by a CVSan inspector. CVSan will mail or email the compliance certificate within three business days.

DONE

If only a portion of the sewer lateral is repaired, CVSan will issue a compliance certificate that is **valid for ten years** after the work is completed and the repair permit has been signed by a CVSan inspector. CVSan will mail or email the compliance certificate within three business days.

DONE

STEP TWO: HIRE A CONTRACTOR TO PERFORM A CCTV INSPECTION

If the property does not have a valid compliance certificate and the property owner is unsure of the sewer lateral's condition, the sewer lateral must be inspected by a contractor through closed circuit television (CCTV). After a contractor has been hired, continue to **Step 3**.

STEP THREE: PAY FOR AND SCHEDULE A CVSan CCTV PERMIT

The contractor's CCTV inspection must be witnessed and reviewed by a CVSan inspector. To schedule an inspection time and pay for a CVSan CCTV permit, visit www.cvsan.org/PermitPortal or CVSan's main office located at **21040 Marshall Street, Castro Valley**. The CVSan CCTV permit is \$230 and covers the cost of CVSan's staff time to review the CCTV video. After scheduling and paying for the permit and inspection, continue to **Step 4**.

STEP FOUR: RECEIVE THE INSPECTION RESULTS

After the CCTV inspection is completed, CVSan inspectors will review the video and determine if the sewer lateral passed or failed the inspection based on CVSan's standard criteria.

If the property does not pass the inspection, continue to **Step 5**.

If the sewer lateral passes the inspection, CVSan will issue a compliance certificate that is **valid for ten years** after the work is completed and the repair permit has been signed by a CVSan inspector. CVSan will mail or email the compliance certificate within three business days.

DONE

FREQUENTLY ASKED QUESTIONS

Who is required to pay for any permits and/or repairs, the buyer or the seller?

The buyer, seller, and/or their representatives such as a real estate agent will negotiate the payment of any permits or repairs in escrow. CVSan recommends that property owners/buyers receive at least three repair quotes to ensure best price.

If a property is sold without a compliance certificate, the buyer is ultimately responsible for paying for any permits and repairs necessary for the property to receive its compliance certificate. CVSan will charge escalating fines and other penalties if a compliance certificate was not obtained prior to the sale of the property, which the buyer would also be responsible to pay.

What if I/my client cannot obtain a compliance certificate before the sale of the property?

If a compliance certificate cannot be obtained before the sale of the property, buyers or sellers can apply for a time-extension permit before the close of escrow. This permit adds six months from the date the time-extension permit was issued to obtain the compliance certificate. The time-extension permit requires a refundable \$4,500 deposit to ensure the work will be completed.

Will properties listed for sale before July 1, 2019 be required to have a compliance certificate?

CVSan will not require properties with a purchase contract date before July 1, 2019 to obtain a compliance certificate.

What if a property is sold after the compliance certificate's expiration date but the purchase contract was signed before the compliance certificate's expiration date?

After July 1, 2019 a new compliance certificate would need to be obtained if the property is sold after the compliance certificate's expiration date.

Can I receive a compliance certificate even if I am not selling my property?

Yes, property owners can receive a compliance certificate at any time. To receive a certificate, property owners must follow the same steps listed in this brochure.

What is CVSan's standard criteria when reviewing CCTV videos?

When CVSan reviews CCTV videos, staff look for sewer lateral structural issues such as offset joints, cracks, breaks, root intrusions, etc. CVSan will also look for any improper connections to the sewer lateral and if it is equipped with a correctly installed backflow prevention system.

What is the purpose of this program?

The private sewer laterals connected to most Castro Valley properties are the original pipes that were installed when the building was built. Over time, sewer laterals can crack, become disjointed or displaced, or intruded by tree roots, causing leaks and blockages.

By inspecting, testing, and repairing sewer laterals, CVSan will be able to ensure that rain and ground water does not enter the public sewer system, which causes the wastewater treatment plant to unnecessarily treat clean water.

Where can I find more information on this program?

Visit www.cvsan.org/PSL or call (510) 537-0757 ext. 131.



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