



**County of San Mateo,
Department of Public Works
Utilities-Flood Control-Watershed Protection**

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Sanitary Sewer Inspection Checklist

This checklist provides a summary of the sanitary sewer cleanout and lateral requirements that will be checked during sewer inspections on properties located within the 10 sewer/sanitation districts (Sewer Districts) operated and maintained by the County of San Mateo Department of Public Works. The Sewer Districts may modify these requirements and/or add other requirements as necessary.

1. Property/Easement Line Cleanout

- Location of cleanout. Cleanout must be near property/easement line and placed in a location that provides easy access for maintenance equipment and is outside of any enclosures. A minimum of 6 feet is required between the property line cleanout and obstruction. Obstructions may include but are not limited to fences, walls, bushes, landscaping, retaining walls, decorative rocks, and posts.
- Size (minimum 4-inch diameter for residential / minimum 6-inch diameter for non-residential)
- Size of cleanout shall match size of sewer lateral
- Standard Christy B-9 Box

2. Sewer Lateral (section between property/easement line cleanout and Sewer District main)

- Location of lateral
- Only one lateral allowed for each parcel or property
- Slope (minimum 2%)
- Size (minimum 4-inch diameter for residential / minimum 6-inch diameter for non-residential)
- Material - acceptable materials includes Polyvinyl Chloride Pipe (PVC, SDR-26 preferred), Vitrified Clay Pipe (VCP), Ductile Iron Pipe (DIP), and High-Density Polyethylene (HDPE). HDPE will only be allowed to be used for trenchless method and if pre-approved by Sewer District after review of CCTV.
- The cleanout wye material shall match the sewer lateral material.
- Minimum of 3 feet cover from ground surface to top of pipe is required if the new lateral will be subjected to traffic load. If 3 feet of cover cannot be maintained over the sewer lateral between property line cleanout to Sewer District main, then ductile iron pipe shall be used.
- All HDPE fittings shall be fused including wye, riser, and threaded housing.
- No horizontal and vertical bends are allowed between the property/easement line cleanout and Sewer District main unless approved by the Sewer District Inspector.
- The material of the wye connection on the Sewer District main must match the material of the main.
- Sewer District Inspector must be present when working on Sewer District mains and manholes.
- If the existing lateral from the property line cleanout to the Sewer District main is to be abandoned and a new lateral is to be installed at a new location, the existing lateral connection shall be removed and the Sewer District main must be repaired by the contractor. A minimum of 12 inches in length of the abandoned lateral upstream from the previous connection point shall be plugged with cement slurry.
- If a new lateral is to be connected to an existing manhole, the connection shall be made by core drilling a hole in the manhole wall appropriately sized for the sewer lateral pipe. The annular space between the wall and pipe shall be plugged with mortar cement. After the annular space has been plugged, the interior of the entire manhole shall be coated with an approved waterproofing material applied per the manufacturer's recommendations.
- If a new lateral is to be connected to an existing brick manhole, contractor shall remove appropriate amount of bricks to allow lateral to fit into manhole. The annular space between the wall and pipe shall be plugged with mortar cement.

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- If a new lateral is to be connected to a flushing inlet, the connection shall be made at a location downstream of the flushing inlet. A minimum of 12 inches separation between the new lateral wye on the Sewer District main and the flushing inlet structure is required.
- If the applicant wishes to change the construction method from open trench to trenchless, the applicant shall submit a video inspection of the existing sewer lateral for Sewer District review prior to construction.
- If a new lateral is connected to HDPE sewer main, the wye connection on the sewer main shall be fused.

3. Cap Lateral

- Location of the cap shall be downstream of the property line cleanout.
- Cap shall be placed at the furthest and deepest possible location and as near to the Sewer District main as possible.
- Cap must fit around the outside diameter of the lateral pipe and secured with circular band clamp. Plugs will not be accepted.

4. Backflow/Overflow Prevention Device

- The backflow/overflow prevention device if needed, shall be installed immediately upstream of the cleanout near the property line to prevent backflow of sewage into building/property.
- Permits for the backflow/overflow prevention device can be obtained at the Planning and Building Department.

5. Other Requirements

- Sanitary sewer connection and testing must be made in the presence of a Sewer District representative.
- Care must be taken to protect the existing Sewer District facilities when a new sewer lateral and connection is installed. Any damage to the Sewer District facilities during the installation of this new lateral shall be repaired by the applicant per the Sewer District standard details and at the applicant's expense. The Sewer District must be notified of any damages to the sanitary sewer facilities and any repairs must be inspected by a Sewer District representative.
- A video inspection of the sewer main (manhole to manhole) where the new lateral connects to the Sewer District main or the existing connection is to be removed shall be performed by the applicant or contractor and submitted to the Sewer District for review after lateral connection has been made or the main repaired. The video inspection shall be performed in accordance with the requirements described in the Special Provisions for Closed Circuit Television Inspection of Sanitary Sewer Mains (a copy can be obtained from our website at www.smcgov.org/sewers). The Sewer District will review the video inspection to determine whether the work performed is acceptable. All unacceptable work shall be corrected to the Sewer District's satisfaction at the applicant's expense.
- The contractor must remove and dispose of all construction debris in the manhole after the lateral connection has been made. Care must be taken to prevent construction debris from entering the sewer system during the installation of the new sewer lateral connection. If the Sewer District discovered that construction debris has entered the sewer system, the applicant will be responsible to clean and televise the downstream portions of the sewer mains as determined by the Sewer District to the Sewer District's satisfaction. Sanitary sewer service shall be maintained at all times. The contractor shall use whatever means necessary (e.g. pumps, etc.) to maintain this service during construction.