

EAST BAY REGIONAL **PRIVATE SEWER LATERAL** PROGRAM

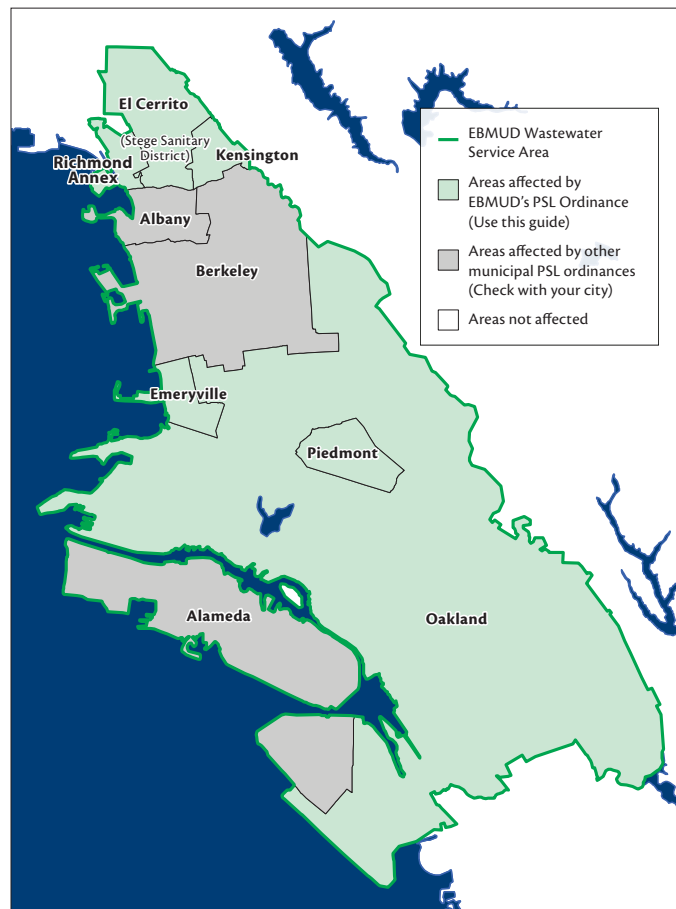
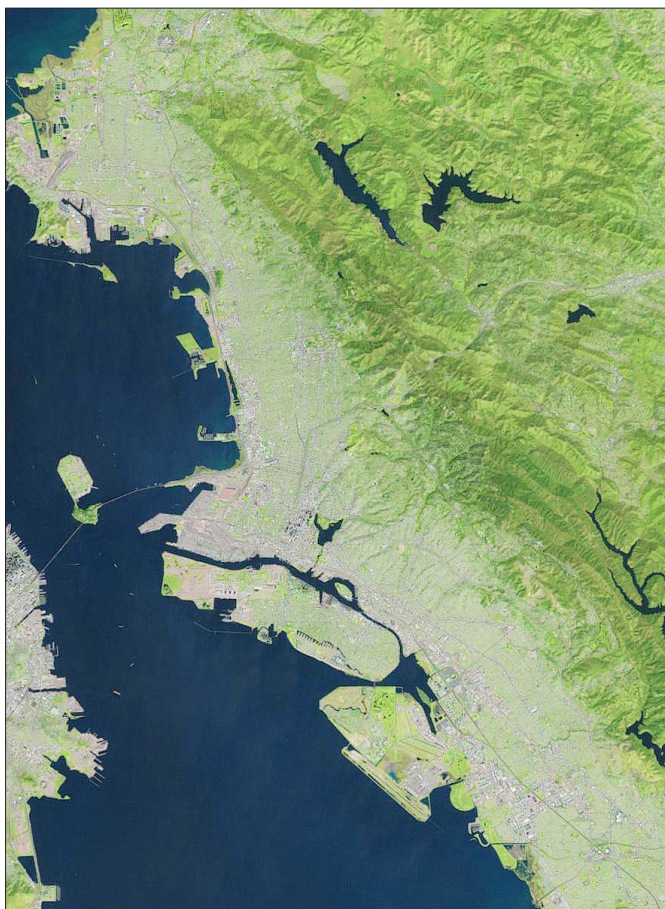


The East Bay Regional Private Sewer Lateral Program is a joint effort to protect San Francisco Bay.

This guidebook explains the program and provides guidelines for complying with the ordinance requirements of the East Bay Municipal Utility District and the cities of Emeryville, Piedmont, Oakland and Stege Sanitary District which serves El Cerrito, Kensington and Richmond Annex.

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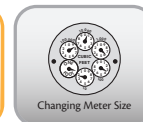
Protecting Our San Francisco Bay

The United States Environmental Protection Agency (EPA) in collaboration with the California Regional Water Quality Control Board (RWQCB) is spearheading an effort to keep the Bay clean. The EPA and RWQCB are requiring the East Bay Municipal Utility District (EBMUD), six East Bay cities, and one sewer district to fix old, cracked sanitary sewer pipes to ensure they don't allow the infiltration of rainwater which can overwhelm wastewater treatment facilities, resulting in untreated or partially treated sewage being released into the Bay. As a result, EBMUD and its partners are phasing in a Regional Private Sewer Lateral (PSL) Ordinance in some east bay communities. Affected property owners will be required to obtain a certificate from EBMUD indicating that their PSLs are without defects and have proper connections.

Who is Affected?

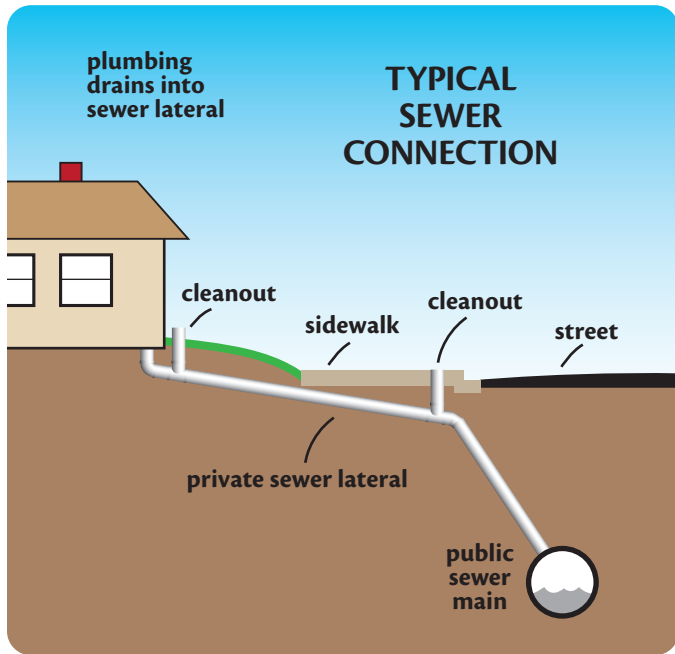
- 1 Determine if your property is covered by the Regional PSL Ordinance. Use the map above as a guide. Only EBMUD wastewater customers in the green shaded areas are affected. Please see www.eastbaypsl.com for details.

- 2 Be aware of the 3 trigger conditions. The Regional PSL Ordinance applies ONLY if you sell your property, build or remodel in excess of \$100,000, or change the size of your water meter.



- 3 Find out if your PSL is exempt. Your PSL is exempt if it was fully replaced within the last 10 years and you can provide valid evidence of the PSL replacement date. Follow the Guidelines for Exemption (p.5) to obtain an exemption for your property.
- 4 If your property IS affected AND you meet one of the trigger conditions AND your PSL is NOT exempt, proceed directly to the guidelines for the trigger condition which applies to you (see Table of Contents, p.1).

What is a PSL?



A private sewer lateral (PSL) is the pipe that connects the plumbing in a home or business to the sanitary sewer main, usually located in the street. The PSL carries sewage from a building to a public sanitary sewer. It is the responsibility of the property owner to maintain the sewer lateral.

Old, cracked sewer laterals allow rainwater and groundwater to infiltrate the sewer system. Excess water in the system can overwhelm wastewater treatment facilities, causing untreated or partially treated sewage to be released into the Bay. Fixing damaged PSLs helps protect the Bay.

Guidelines for Exemption

If you are selling your property, building or remodeling (\$100,000+) or requesting a change in your water meter size, AND your **PSL was fully replaced within the last 10 years**, you can qualify for an exemption by supplying proof.

(E) Exemption Certificate

E1. Determine if you are exempt

If the PSL is less than 10 years old and was fully replaced before August 2011, and you provide valid evidence of the date and replacement work performed, it is exempt from the Regional PSL Ordinance requirements.

E2. Apply online

Log on to www.eastbaypsl.com and request an Exemption Certificate. Provide information online and send proof (a dated copy of the city's approved building/sewer permit or valid compliance certificate) to Regional PSL Program Administrator (MS #702), PO Box 24055, Oakland, CA 94623, or email proof to psl@ebmud.com or fax it to (510) 287-0621.

E3. When approved, print the certificate

EBMUD will review the submitted proof materials and will promptly notify you if you are in compliance via exemption. If approved, the Exemption Certificate will be available online for printing. Log on to www.eastbaypsl.com and print your certificate. Exemption certificates expire 10 years from the date of the PSL replacement. If your application is NOT approved, you must obtain a Compliance Certificate.

E4. Present certificate

If you are selling a property, provide a copy of the Exemption Certificate to your real estate agent for your escrow package before closing. If you are building or remodeling in excess of \$100,000, provide a copy of the Exemption Certificate to city permitting staff prior to final permit sign-off. If you are applying for a change in your water meter size, submit a copy of your Exemption Certificate to the EBMUD New Business Office to finalize your Water Service Application. Process is complete.



Guidelines for Selling a Property

When **selling** your property you must either obtain a Compliance Certificate or apply for a Time Extension Certificate. (see p.7)

S Compliance Certificate

Obtain a Compliance Certificate before closing escrow by fixing the PSL, if necessary, and then having the PSL inspected by EBMUD.

S1. Determine if the existing PSL is in compliance

Determine if the existing PSL meets the requirements of the Regional PSL Ordinance. Hire a plumbing contractor to check for leaks and other defects. Your contractor will advise you if work is needed (steps S2 & S3) for your PSL to pass the EBMUD inspection. If no work is required, proceed to step S4 below.

S2. Obtain required municipal permits

Cities and counties require that appropriate building and/or sewer permits be obtained before starting any PSL work. See back cover for contact information for your city.

S3. Repair or replace the PSL

Your contractor will repair or replace the PSL in accordance with the Regional PSL Ordinance and your municipality's requirements.

S4. Schedule an inspection with EBMUD

Log on to www.eastbaypsl.com to select your preferred date and time for an inspection of the PSL and pay the required \$150 Compliance Certificate fee online.

S5. Download and print your certificate

Once the inspection verifies that the PSL complies with the Regional PSL Ordinance, the Compliance Certificate will be available online for printing. Log on to www.eastbaypsl.com and print your certificate.

S6. Close Escrow

Provide a copy of the Compliance Certificate to your real estate agent for inclusion in your escrow package before closing. Process is complete.



Guidelines for Time Extension

A 180-day **time extension** for obtaining a Compliance Certificate is available when you are selling a property.

T Time Extension Certificate

If you cannot obtain a Compliance Certificate for your PSL before the close of escrow, apply for a Time Extension Certificate by placing \$4,500 into escrow. The time extension allows 180 days from the certificate issue date for PSL work to be completed.

T1. Apply for Time Extension Certificate

Log on to www.eastbaypsl.com, request a Time Extension Certificate and pay the \$150 fee online (this \$150 fee will cover your Compliance Certificate fee provided the PSL work is completed within the 180-day period). The Time Extension Certificate will contain detailed escrow instructions.

T2. Post \$4,500

Take the Time Extension Certificate to your escrow agent, and post the \$4,500 as required.

T3. Close Escrow

Proceed with the close of escrow.

FOLLOW-UP IS REQUIRED!

Property must obtain a full Compliance Certificate within 180 days: During the 180-day time extension period, the responsible party, as negotiated during the escrow process, shall complete the required steps to obtain a Compliance Certificate (S1-S4) by repairing or replacing the PSL as necessary, and scheduling an inspection with EBMUD.

If the program obligations are not met before the extension period expires, the \$4,500 escrow amount may be subject to forfeit and the property owner is subject to enforcement action by EBMUD.

Guidelines for Building or Remodeling (\$100,000+)



When **building or remodeling** in excess of \$100,000, you must obtain a Compliance Certificate for your PSL.

B Compliance Certificate
Obtain a Compliance Certificate before final inspection and permit sign-off of your project by fixing the PSL, if necessary, and then having the PSL inspected by EBMUD. The Compliance Certificate must be submitted to the agency issuing your building permit prior to final sign-off, but PSL work can be done before, after, or during the building/remodeling work at your discretion.

B1. Determine if the existing PSL is in compliance

Determine if the existing PSL meets the requirements of the Regional PSL Ordinance. Hire a plumbing contractor to check for leaks and other defects. Your contractor will advise you if work is needed (steps B2 & B3) for your PSL to pass the EBMUD inspection. If no work is required, proceed to step B4 below.

B2. Obtain required municipal permits

Cities and counties require that appropriate building and/or sewer permits be obtained before starting any PSL work. See back cover for contact information for your city.

B3. Repair or replace the PSL

Your contractor will repair or replace the PSL in accordance with the Regional PSL Ordinance and your municipality's requirements.

B4. Schedule an inspection with EBMUD

Log on to www.eastbaypsl.com to select your preferred date and time for an inspection of the PSL and pay the required \$150 Compliance Certificate fee online.

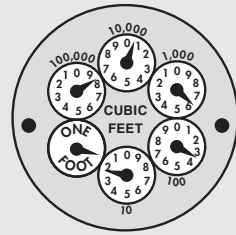
B5. Download and print your certificate

Once the inspection verifies that the PSL complies with the Regional PSL Ordinance, the Compliance Certificate will be available online for printing. Log on to www.eastbaypsl.com and print your certificate.

B6. Present certificate to the city issuing your permit

Provide a copy of the Compliance Certificate to city or county staff before final inspection and permit sign-off of your building/remodeling project. Process is complete.

Guidelines for Changing Meter Size



When requesting a larger or smaller water **meter**, you must obtain a Compliance Certificate for your PSL.

M Compliance Certificate
Obtain a Compliance Certificate to finalize your Water Service Application by fixing the PSL, if necessary, and then having the PSL inspected by EBMUD.

M1. Determine if the existing PSL is in compliance

Determine if the existing PSL meets the requirements of the Regional PSL Ordinance. Hire a plumbing contractor to check for leaks and other defects. Your contractor will advise you if work is needed (steps M2 & M3) for your PSL to pass the EBMUD inspection. If no work is required, proceed to step M4 below.

M2. Obtain required municipal permits

Cities and counties require that appropriate building and/or sewer permits be obtained before starting any PSL work. See back cover for contact information for your city.

M3. Repair or replace the PSL

Your contractor will repair or replace the PSL in accordance with the Regional PSL Ordinance and your municipality's requirements.

M4. Schedule an inspection with EBMUD

Log on to www.eastbaypsl.com to select your preferred date and time for an inspection of the PSL and pay the required \$150 Compliance Certificate fee online.

M5. Download and print your certificate

Once the inspection verifies that the PSL complies with the Regional PSL Ordinance, the Compliance Certificate will be available online for printing. Log on to www.eastbaypsl.com and print your certificate.

M6. Submit certificate with your application

Submit a copy of your Compliance Certificate to the EBMUD New Business Office to finalize your Water Service Application. Process is complete.

Frequently Asked Questions

How does the Regional Private Sewer Lateral Program protect San Francisco Bay?

By inspecting, testing, and repairing old cracked sewer pipes, we ensure that during storms, rainwater does not enter sanitary sewer lines. Too much rainwater can overwhelm the sanitary sewer system and the treatment plant, allowing sewage to overflow into the Bay.

What are the problems associated with private sewer laterals (PSLs)?

Most East Bay homes were built before 1950, and many have never had their original PSLs replaced. Over time, these pipelines (generally made of clay) can crack, become disjointed or displaced, and can be subjected to intrusion by tree roots, causing leaks and blockages. Rainwater and groundwater can enter the sanitary sewer system through these sewer lateral defects, potentially overloading the treatment system.

Where does this private sewer lateral program apply?

These requirements will affect properties in the EBMUD wastewater service area in Emeryville, Oakland, Piedmont, El Cerrito, Kensington, and the Richmond Annex. The cities of Alameda, Albany and Berkeley have local private sewer lateral ordinances already in effect and manage their own programs. Check with these cities for their specific PSL requirements.

When are property owners required to obtain a Compliance Certificate?

The Ordinance requires property owners to test and, if needed, repair or replace their PSLs if they meet any of the following trigger conditions:

- Prior to selling the property; or
- When obtaining any permit for the building or remodeling of the property estimated to be greater than \$100,000; or
- When increasing or decreasing the size of a water meter.

What if I want a certificate, but I haven't hit any of these triggers—can I still get one?

Yes. If your property falls within the green shaded area on the map on p.3, simply follow the steps outlined for obtaining a Compliance Certificate (p.6, steps S1-S5).

I'd like to make my PSL payment in person, what do I do?

Visit EBMUD's New Business Office at 375 11th St, First Floor, Oakland. M-F (8:00 a.m.-4:30 p.m.)

What information about my property will be publicly available?

EBMUD's PSL website will display property address, parcel number, scheduled inspection appointment, and certificate status to help realtors and other professionals to process transactions on behalf of their clients.

The PSL on my property has passed its test and a Compliance Certificate has been issued. How long is the Compliance Certificate good for?

If the work done was a complete replacement, the Compliance Certificate is valid for 20 years. For certificates obtained without complete replacement (repair or passed test without repair), the certificate is valid for 7 years.

Why does EBMUD require a PSL inspection (verification test)?

EBMUD determined that an air pressure test or water exfiltration test is the best way to ensure that the PSL does not allow water from the surrounding soil to infiltrate the sanitary sewer system.

Do these requirements apply to commercial, industrial and residential properties?

Yes. If you have a business or home in Emeryville, Oakland, Piedmont, El Cerrito, Kensington or the Richmond Annex, the Regional PSL Ordinance applies to your property.

What if I own or manage a property with a large private sewer system like a campus facility or business park?

You will have until July 2016 to develop a Condition Assessment Plan describing how you will inspect all of your PSLs. By July 2021, you must have completed your Assessment and submit a Work Plan to the Regional PSL Program which details the conditions found and your plan for completing needed repairs or replacements. Call 1-866-40-EBMUD for additional details.

I own a condominium. How does this apply to me?

Homeowners associations for multi-unit buildings have until July 2021 to comply. Contact your homeowners' association for additional details.

Where can I go for more information?

For more information regarding the Regional Private Sewer Lateral Program visit www.eastbaypsl.com or call 1-866-40-EBMUD or email psl@ebmud.com.

Tools for Professionals

Online tools and special instructions are available for real estate agents, contractors, escrow agents, and municipal permitting staff at www.eastbaypsl.com to help you assist property owners in complying with the Regional PSL Ordinance.

Real Estate Agents and Property Sellers

Use the PSL website to search parcels and check certificate status for your clients.

Contractors

Learn about inspection and verification testing procedures. Schedule an inspection for a verification test.

Escrow Agents

Search the PSL website to verify the validity of Compliance, Time Extension, or Exemption Certificates. Find out how to handle 180-day time extensions and how to direct property owners to deposit required funds into escrow.

Municipal Permitting Staff

Find out when to notify customers that the Regional PSL Ordinance applies. Search the PSL website to verify the validity of Compliance or Exemption certificates.

Contact Us

The PSL website at www.eastbaypsl.com is the best resource for making sure you have the most up-to-date information about the Regional PSL Program. Visit us!

www.eastbaypsl.com

Questions? Email us at psl@ebmud.com or call 1-866-40-EBMUD (Mon-Fri 8:00 am - 4:30 pm)
375 11th Street, First Floor, Oakland, CA 94607

East Bay Municipal Utility District
375 11th Street • Oakland, CA 94607
1-866-40-EBMUD • www.ebmud.com

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East Bay Regional
Private Sewer Lateral Program Website
www.eastbaypsl.com

City of Emeryville

Building Department 510-596-4310

City of Oakland

Permitting Department 510-238-3891

City of Piedmont

Public Works Department 510-420-3050

Stege Sanitary District

El Cerrito, Kensington, Richmond Annex 510-524-4668

United States EPA Region 9

www.epa.gov/region9/contact-region9.html

California Regional Water Control Board, Region 2

www.waterboards.ca.gov/sanfranciscobay