(EXHIBIT 2 to Wastewater Rules & Regulations
Or
Stand-alone ORDINANCE?)

CRESTLINE SANITATION DISTRICT
PRIVATE BUILDING LATERAL AND SEWER LATERAL COMPLIANCE POLICY
Effective _____

STANDARDS & PROCEDURES

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Section 1 – Purpose and Applicability

The purpose of the policy is to reduce Inflow & Infiltration (I&I), exfiltration, and Sanitary Sewer Overflows (SSO) to and from privately owned sewer laterals.

Poorly operating or failing private building laterals and/or sewer laterals allow I&I which can lead to hydrological overloading (surcharging) of the sanitary sewer collection system during rain events contributing to sanitary sewer overflows (SSO's). The lack of their integrity promotes ex-filtration contaminating private and public property, resulting in a public health concern. Additionally, exfiltration and SSO's are a threat to the receiving waters they flow to.

This policy establishes fair and consistent policies and procedures for the testing, repair, and replacement of all defective private building laterals and/or sewer laterals. To affect the purposes of this policy, Crestline Sanitation District (CSD) may enter upon private property for inspecting, testing, and repair of the sewer laterals.

A private building lateral and sewer lateral is owned by the property owner whose property is served by the lateral and therefore is also responsible for its maintenance and repair as per CSD Wastewater Rules and Regulations section 5.28.2. This policy does not reduce, negate, change, modify, or eliminate this basic understanding.

Section 2 – Definitions

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The following terms apply to this chapter and augment definitions found in the Uniform Plumbing Code.

(a) *"Backwater Device"* means a valve that is opened by the flow of sewage exiting a structure but closes when the flow reverses, preventing sewage from backing into the structure. All backwater devices shall conform to the specifications set forth in the Uniform Plumbing Code and all guidelines.

(b) *"Certificate of Lateral Compliance"* means the certificate issued by the General Manager, or their designee, certifying that the private building lateral and sewer lateral comply with the standards set forth in this policy.

(c) *"CSD"* or *"District"* means the Crestline Sanitation District.

(d) *"Cleanout"* means a segment of pipe connected to a sewer lateral and rising to the surface, providing access to the lateral for purposes of inspection and removal of obstructions.

(e) *"Common interest development"* means a development characterized by individual ownership of a unit or parcel coupled with the shared ownership or right to use common areas and facilities, including, but not limited to, condominium projects, community apartment projects, stock cooperatives and planned developments.

(f) *"Private Lateral"* means the sewer pipeline conveying wastewater from the premises of a user to the District's sewer system. The building and sewer lateral are the portions of the sewer serving a property starting at the structure or building and running to and including the connection to CSD's main line.

(g) *"Main"* or *"Sewer Main"* means any sewer pipe within a public or private street or right-of-way receiving or intended to receive the discharges of one or more sewer lateral(s).

(h) *"Maintenance"* means routine flushing or rodding of a sewer to maintain a free-flowing condition.

(i) *"Overflow Device"* means a device designed to relieve the pressure created when a gravity sewer is flowing full. All overflow devices require the approval of the District Engineer for proper application before their installation.

(j) *"Person"* means any individual, partnership, firm, company, corporation, association, Joint Stock Company, trust, estate, governmental entity or any other legal entity, or their legal representative, agents or assigns.

(k) *"Plumbing fixtures"* means sinks, baths, showers, toilets, bidets, and all fixtures

Section 3 – Compliance Inspection

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3.1. *Maintenance and Inspection Requirements*

(a) The owner of a private lateral must, at the owner's expense, inspect, maintain in good working order, repair, rehabilitate and replace, as necessary, the private lateral so that it does not cause or contribute or threaten to cause or contribute to any sewage leakage or overflow from either the private lateral or the public sewer. The private lateral must be maintained in accordance with the standards in the latest edition of the Uniform Plumbing Code, be free of displaced joints, open joints, root intrusion, substantial deterioration of the line, cracks, leaks, inflow, infiltration of extraneous water, fats, oils and grease, sediment deposits or any other similar conditions, defects or obstructions likely to cause or contribute to blockage of the private building and sewer lateral or the public sewer.

(b) The owner of a private lateral must inspect or cause the lateral to be inspected in accordance with the requirements of this policy and submit a report of the inspection to the District in any of the following cases:

(i) Transfer of Ownership; When a property sells or transfer and the certificate of lateral compliance is more than ten (10) years old.
(ii) Repair/Replacement of the private lateral; Whenever any portion of the private lateral is repaired or replaced.
(iii) Upgrades and Remodeling; Whenever a property is remodeled to include additional plumbing fixtures that discharge to the sanitary sewer system.
(iv) Private Sanitary System Overflow; Whenever an SSO occurs from a private lateral.
(v) Change of use; When a change of use from residential to nonresidential occurs.
(vi) Notice; Whenever the District determines from its operation, maintenance or inspection of the sewer facilities, or through any other means, that a private lateral is defective or otherwise in a condition that might cause leakage from or blockage in the private lateral or the sewer facilities. Conditions that render the private lateral defective or in a condition that might cause a blockage include, but are not limited to, displaced joints, open joints, root intrusion, substantial deterioration of the line, cracks, leaks, inflow, infiltration of extraneous water, fats, oils and grease, sediment deposits or any other similar conditions, defects or obstructions likely to cause or contribute to blockage of the sewer lateral or the sewer facilities. The District's written notice will set forth a reasonable time in which the inspection must occur and will require the property owner to submit an inspection report meeting the requirements of this Policy to the District within a reasonable time, to be specified in written notice, after completion of the inspection.

3.2. *Inspection Procedures*

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Each test or inspection required by this policy must be accomplished in accordance with the following requirements:

(a) The inspection must be completed by a qualified contractor.

(b) The inspection must be by colored Closed Circuit Television Video (CCTV) recording observation.

(i) The video must meet the following requirements:

1) be submitted in electronic format acceptable to the District

2) contain clear color imagery

3) show the address of the lateral

4) show the date the video was taken

5) clearly show the cleanout or access point used to insert the camera into the lateral

6) have a running footage indicator clearly visible on the screen

7) identify displaced joints, open joints, root intrusion, substantial deterioration of the line, cracks, leaks, inflow or infiltration of extraneous water, sediment deposits or other conditions likely to cause or contribute to blockage of the private lateral or the public sewer

8) where joints or other defects listed in this section are present, briefly stop the camera for at least three (3) seconds at each to clearly indicate their condition

(c) At the District discretion, the video may be returned for resubmission in accordance with the above requirements if any of the above requirements are not strictly adhered to.

(d) A copy of the inspection report shall be provided to the District within thirty days of the property owner's receipt of the report. The inspection report must identify the following:

(i) displaced joints, open joints, root intrusion, substantial deterioration of the line, cracks, leaks, inflow or infiltration of extraneous water, sediment deposits or other conditions likely to cause or contribute to blockage of the private lateral or the public sewer.

(ii) any connection by pipe or otherwise, that allows rainwater or groundwater to enter the private lateral or public sewer.

(iii) any backwater device installed in the private lateral and the condition of the backwater device.

(iv) all corrective actions that must be taken to maintain, repair, rehabilitate or replace the private lateral and the estimated time and cost associated with such maintenance, repair, rehabilitation or replacement.

(v) If a video inspection was completed, a recording of the video inspection of the private lateral.

3.3. *Waiver of Inspections*

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At the General Manager's, or their designee's, sole discretion, the General Manager may waive the requirement to inspect a private lateral in the following cases.

(a) The private lateral was constructed within the last 10 years, and a Certificate of Lateral Compliance was issued, and no defects or SSOs have been associated with the private lateral within the previous 10 years.
(b) The private lateral was completely replaced within the last 10 years, as demonstrated by receipts or invoices from the contractor that show the repair/replacement was done, have a Certificate of Lateral Compliance on file with the District, and no defects or SSOs have been associated with the private lateral within the previous 10 years.

Section 4 – Maintenance, Repair, Replacement of Sewer Lateral

4.1. *Maintenance, Repair, Replacement Required*

(a) District designated staff will review and evaluate the inspection report to determine whether the private lateral is eligible for the issuance of a Certificate of Compliance or whether maintenance, repair or replacement are required.
(b) Broken pipe, offset and/or distorted joints, root intrusion, lack of cleanouts, additional lateral branches other than clean outs, all constitute deficiencies that do not comply with Standard Specifications and will require either repair or replacement.
(c) The District may provide the property owner with a written notice to maintain, repair, or replace the private lateral by taking specified corrective actions by a date to be specified in the written notice. In establishing the date by which the work must be completed, the District may take into account the cost of the work and the risk that the private lateral will leak or overflow. The property owner must cause the corrective actions specified in the written notice to be taken by a qualified contractor within the time specified in the notice and in accordance with this Policy. The property owner must provide the District with written notice of completion of the corrective actions in accordance with the requirements set forth in the District's written notice.

4.2. *Maintenance, Repair, Replacement of Shared Sewer Lateral Connections*

(a) When any repairs or replacements are done to private lateral jointly shared by more than one building or structure from different properties, each shall require a separate connection to the District's sanitary sewer main as part of the repair.
(b) If a property with two buildings or structures with plumbing fixtures requiring drainage is subdivided, each building or structure shall require a separate connection to the District's sanitary sewer main as a condition of the subdivision.
(c) If the private lateral is shared with other properties or structures, the necessary repairs, separation of the system, or relocation of the system will be as approved by the District.

4.3. Backwater Valve or Overflow Device Required

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When any repairs are done to a private lateral that does not have an existing backwater valve or overflow device, the property owner shall install the appropriate valve or device. It is the responsibility of the property owner to maintain the backwater valve or overflow device in proper operating condition.

Section 5 – Certificate of Lateral Compliance

A Certificate of Lateral Compliance will be issued by the District Engineer when a lateral complies with Specifications as determined upon completion of a successful test.

The District will maintain a record of all certificates issued, including the date of issuance. A Certificate of Private Lateral Compliance will be valid until subsequent testing is required as outlined in section 3 of this Sewer Lateral Compliance Policy or until an SSO or defect, such as a displaced joint, open joint, root intrusion, substantial deterioration of the line, cracks, leaks, inflow, infiltration of extraneous water, fats, oils and grease, sediment deposits or any other similar conditions, defects or obstructions occur.

Section 6 – Long Term Compliance

It is the intent of the District that the testing, repair, and replacement of the private laterals are a continual and ongoing program. The District may, at any time, evaluate the level of infiltration and inflow from properties and, if it is determined that excessive infiltration and inflow exist, all sewer laterals within the property will require compliance with this policy.

Section 7 – Failure to Comply

7.1. Violation for Failure to Comply

Failure to comply with this Policy may subject a property to termination of sewer system service. Termination may include a physical separation of the property's sewer lateral from the District's wastewater conveyance system.

7.2. Notification to Property Owner

Prior to termination of wastewater service for violations of this Policy, the District will notify the owner of the intent to terminate. Such notice shall be by mail, and by posting a copy of such notice on the property. Notice shall be given at least fifteen (15) days prior to the termination. No further notice will be given. The notification provisions in this section are not intended to limit the District's ability to terminate service in the event of an emergency.

Crestline Sanitation District

24516 Lake Drive
P.O. Box 3395
Crestline, CA 92325-3395
Telephone: (909) 338-1751
Fax: (909) 338-5306

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Date

Dear Realtors,

On *(date)*, Crestline Sanitation District (District) adopted Ordinance *(number)* to become a part of the District's Wastewater Rules and Regulations. This Ordinance went into effect on *(date)*. The biggest change in the Rules and Regulations is that private building lateral and sewer laterals (lateral) are required to be inspected at the sale of property or transfer of ownership.

A video of the lateral is required to be submitted to the District prior to completing escrow. Once a video inspection has been reviewed and approved by the District, a certificate of compliance will be issued. Should the lateral inspection not meet the standards set in the Rules and Regulations, repairs must be made within 6 months to bring the lateral into compliance.

The District has set the date of *(date)* as the start of enforcement of this Ordinance. If escrow is completed for a property on or after *(date)*, the District will require the lateral to be inspected and reviewed by the District per the Ordinance. For properties closing escrow before *(date)* the Ordinance will not be enforced, but the District will be available to review and issue certificates of compliance since it is in the buyer's interest to have a properly functioning lateral.

If you have any questions, please call the General Manager, Dawn Grantham, at (909)338-1751 or email dgrantham@crestlinesanitation.com .

Dawn Grantham, General Manager

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Private Building and Sewer Lateral Inspection

Date of Inspection _____

Property Address _____

Parcel Number (APN) _____

Contractor & License No. _____

Technician's name _____

Existing building lateral material _____

Is there a cleanout?	**Y** ☐	**N** ☐
Maintenance free condition?	**Y** ☐	**N** ☐
Repair or replacement necessary?	**Y** ☐	**N** ☐
Length of private building lateral? _____		
Is the connection to the Main a factory wye or tee?	**Y** ☐	**N** ☐
Does this property share a lateral with any other dwelling?	**Y** ☐	**N** ☐

Recommendations: _____

_____

_____

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Based on all the information provided, either a Certificate of Compliance or Notice to Repair maybe issued within five (5) business days after receipt of this form. The Notice to Repair shall specifically identify the deficiencies to be corrected and shall establish a deadline of 90 days within which the property owner shall complete the required corrective actions. The corrective action may include a requirement that the private building lateral be replaced altogether and may include the installation of cleanouts.

Please return this form along with a copy of the video inspection to 24516 Lake Drive, Crestline, CA 92325.

The property owner shall maintain the private building lateral which includes the connection to the District's main sewer line and perform any repair or replacement necessary to meet these standards and requirements.

Plumber's Signature

_____	_____	_____
Signature	Print Name	Phone Number

Please provide a return email to send results.

_____

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Compliance Certificate for Private Building and Sewer Lateral

Parcel Address: _____ Certificate Number: _____

Parcel Number: _____ Issue Date: _____

Expiration Date: _____ Type: *(ownership/repair/replace)*____

CCTV Footage Reviewed by: _____ Date: _____

Retain this certificate for your records.

This certificate must be renewed upon expiration date.

This certificate was issued solely on the basis of the performance of the tested sewer lateral in a verification test performed by a qualified contractor hired by the homeowner and reviewed by the District. By issuing this certificate, CSD warrants only that the tested portion of the sewer lateral passed a verification test on the date of the inspection. CSD makes no warranty, representation, or guarantee as to the sewer laterals existing or future condition or its compliance with the legal standards of any other jurisdiction, including building or construction standards without limitation. CSD expressly disclaims any and all warranties, both express and implied, as to the sewer laterals condition or compliance with legal standards and shall bear no liability in connection therewith.

_____

CSD General Manager