



City of Santa Barbara
Public Works Department
**GUIDELINES FOR A SEWER TAP
PERMIT**

I. WATER/SEWER SERVICE APPLICATION BY PROPERTY OWNER/AGENT

- A. Property Owner/Agent completes all requested information on the Water/Sewer Service Application Form for new sewer connections.
- B. The completed Water/Sewer Service Application Form with any additional pertinent information and payment of all appropriate fees shall be submitted to the:

City of Santa Barbara – Public Works Department
Public Works Counter
630 Garden Street
Santa Barbara, CA 93101
(805) 564-5388

II. SEWER TAP PERMIT

- A. The appropriately licensed and insured Contractor shall obtain all necessary permits at the Public Works Permit Counter and perform the work in compliance with all applicable City Codes and per City Standard Details. The sewer tap permit applies to both new sewer connections and replacement sewer connections.
- B. To schedule your Sewer Tap:

Sewer taps will only be scheduled with the issuance of a Public Works Permit to the Contractor. Sewer taps will then be performed by the City's Contractor on the following days and times:

Tuesdays and Thursdays
at either
8:00 a.m., 10:00 a.m., 1:00 p.m., or 3:00 p.m.

III. NOTES TO THE CONTRACTORS

- A. The Contractor (Licensed A or C-34 for work in the Public Right-of-Way, C-36 for work in a residential parkway or on private property, and C-12 for certain earthwork and paving work) is responsible for following all City Standard Details and "The Greenbook". If damage to the City's main is caused by the Contractor, the Contractor is financially responsible for the repair. If the City's Contractor is required to do the repair, the Contractor will be billed at the current time and materials rate.

- B. The Contractor's attention is directed to the fact that a portion of these existing sewer pipes are Vitrified Clay Pipe (VCP), which may be subject to failure under certain stress levels. It will be necessary for the Contractor to exercise extreme caution in these areas during excavation of pipe to prevent damage. Additionally, installed wye material will match sewer main pipe material so the Contractor will need to connect to both VCP and Polyvinyl Chloride (PVC) wyes.
- C. The Contractor shall be responsible for the following:
 - 1. Trench and shoring safety requirements, and
 - 2. All applicable Temporary Traffic Control requirements as required by MUTCD and/or the City of Santa Barbara, County of Santa Barbara and Caltrans.
 - 3. Final paving per City Standard Details and restoring work area to preexisting condition.
- D. The assigned Public Works Inspector shall determine, if the job site is fully prepared and meets all identified City Standards and MUTCD requirements. If the Contractor has not fulfilled their responsibility of being fully prepared, there is a rescheduling fee that will be imposed per the current City of Santa Barbara Fee Resolution. Furthermore, the Inspector has the authority to require the Contractor to make necessary changes to meet compliance prior to City Contractor's arrival.
- E. The City reserves the right to alter the requested tap location within a reasonable distance. This shall be done as a cautionary measure if a pre-existing tap already exists and to also allow the Contractor to abandon any pre-existing lateral at the mainline.

The above addresses the Public Works Department's concerns and requirements. Other City Divisions/Departments may have additional requirements.

For information call (805) 564-5388

City of Santa Barbara Public Works Department

630 Garden Street, Santa Barbara, CA 93102