



# SEWER LATERAL REPLACEMENT GRANT PROGRAM APPLICATION

Public Works & Utilities  
City of Petaluma, CA

*Providing Responsible and Creative Stewardship of Our Water Resources*

SLRGP # \_\_\_\_\_

## SECTION I: Owner / Title Holder

1. Grant Address: \_\_\_\_\_
2. Applicant Name: \_\_\_\_\_
3. Applicant Address: \_\_\_\_\_  
(if different from above)
4. Applicant Phone: Home \_\_\_\_\_ Work \_\_\_\_\_  
Cell \_\_\_\_\_ Email \_\_\_\_\_

*I certify by signing this application that I am the legal owner of the property described herein. I am aware the submission of this document does not constitute that a grant has been approved by the City of Petaluma. I have read the brochure discussing the requirements for the Sewer Lateral Replacement Grant Program and am aware that a letter will be issued advising if funds have been granted. Work performed prior to receiving a grant authorization letter is performed at my own risk.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## SECTION II: Site Information

1. a) State the nature of the lateral problem (s): \_\_\_\_\_  
\_\_\_\_\_  
(Tree Roots) (Collapsed Pipe) (Grease/Fat Build-up) (Define—other)
- b) How many times has this lateral problem occurred in the last 12 months? \_\_\_\_\_
2. Provide a layout sketch of the work location including,; building cleanout, lateral and approximate length, connection at the public sewer main, street and proposed work.
3. Is there an insurance claim for this work? Yes (Please provide a copy of any claim information)  
No

## (OPTIONAL) SECTION III: Lateral CCTV Inspection

Contractor name and date the inspection on your sewer line will be /was conducted using Closed Circuit Television (CCTV).

Company Name: \_\_\_\_\_

Inspection Date: \_\_\_\_\_

## SECTION IV: Price Quotation Information

Please supply at least one (1) price quotation (include contractor's quote sheet) from a properly-licensed contractor and submit to the Utilities Division of Public Works for review. While only one (1) quote is required, the City recommends obtaining three (3).

Company Name: \_\_\_\_\_ Quotation: \_\_\_\_\_

Method:        ~ Lining            ~ Pipe Burst            ~ Open Trench

Company Name: \_\_\_\_\_ Quotation: \_\_\_\_\_

Method:        ~ Lining            ~ Pipe Burst            ~ Open Trench

Company Name: \_\_\_\_\_ Quotation: \_\_\_\_\_

Method:        ~ Lining            ~ Pipe Burst            ~ Open Trench

### **Please be advised:**

The Utilities Division will review all price quotations for reasonableness of scope and cost. We will use historical data to determine the reasonableness of a price quotation.

If you have any questions please call **707-778-4546**.

## METHODS OF SEWER LATERAL REPLACEMENT

Pipe Bursting: In the pipe bursting process, two pits (an insertion pit and a receiving pit) are excavated to expose each end of the pipe to be replaced. In the insertion pit, a cone shaped bursting or expander head is inserted into the pipe. The bursting head is then forced through the pipe, usually being pulled by an attached cable. During the bursting operation the existing pipe breaks, while at the same the bursting head pulls the new pipe through to its end at the receiving pit. Once the new pipe has been fully inserted, each end is connected by means of pipe couplers to complete the replacement process.

Cured-In-Place (CIPP): The CIPP lining process is a pliable tube, usually made from felt material which is pulled into place or inserted into place by inversion. Access points for material insertion are excavated pits at predetermined points of the host pipe to be lined. Either method requires saturating the tube with special epoxy resins. The epoxy resins combine with the pliable tubing and are cured at very high temperatures, which enable the materials to mold to the host pipe. After the new cured-in-place pipe cools, its ends are trimmed and final connections are made by means of pipe couplers.

Open Trench: The open trench method is the excavation of the entire length or area of pipe to be repaired or replaced. Typical excavations include; landscaping, sidewalks, curb and gutter, and streets. Once existing pipe is excavated and removed, granular material is placed at the trench bottom to evenly support the new pipe. The new pipe is then placed in the trench and connected at its ends using compatible pipe couplers. Once the pipe is installed, backfill of granular material is placed over the pipe to the surface and final surfacing, of concrete, asphalt or landscaping is then completed.

**The following information will be completed by Utilities Division staff**

**SECTION V:**

**OPTIONAL CCTV Inspection**

1. CCTV Inspection Schedule:    Y        N                      Date Completed: \_\_\_\_\_
2. Testing Required?                    Y        N                      Test Date: \_\_\_\_\_
- Air Test Acceptance:                    Pass     Fail

**Grant Funding**

1. Amount of Funds Obligated: \$ \_\_\_\_\_                      Date: \_\_\_\_\_                       Emergency
2. Work Inspection Date: \_\_\_\_\_                      Encroachment Permit Number: \_\_\_\_\_
3. Paid Receipt (indicating contractor paid in full):    Y        N                      Invoice #: \_\_\_\_\_
4. Final Cost: \_\_\_\_\_
5. Grant Amount: \_\_\_\_\_

**Summary Information**

- Section I Completed?    Y        N                      Date: \_\_\_\_\_                      Initials: \_\_\_\_\_
- Section II Completed?    Y        N                      Date: \_\_\_\_\_                      Initials: \_\_\_\_\_
- Section III Completed?    Y        N                      Date: \_\_\_\_\_                      Initials: \_\_\_\_\_
- Section IV Completed?    Y        N                      Date: \_\_\_\_\_                      Initials: \_\_\_\_\_
- Fund Obligation Approved by: \_\_\_\_\_                      Date: \_\_\_\_\_
- Section V Completed?        Y        N                      Date: \_\_\_\_\_                      Initials: \_\_\_\_\_
- Grant Funding Dispersal Approved By: \_\_\_\_\_                      Date: \_\_\_\_\_

# Information

## FAQs

**Q. What do I do after I receive my application?**

A. After you receive your application, you will need to fill out Sections I and II of the application and provide a plan view sketch of your property including the building, sewer lateral location, and street address. Include one (1) contractor quote and submit your application to the Public Works & Utilities department located at 202 North McDowell Blvd., Petaluma, CA 94954.

**Q. From whom can I get price quotations?**

A. You can get price quotations from licensed contractors who perform underground sewer construction. A list of contractors who are aware of the Sewer Lateral Replacement Grant Program (SLRGP) can be requested from the Utilities Division (707) 778-4546.

**Q. How many quotes do I need?**

A. We require a minimum of one (1) quote, but for cost comparison we highly recommend obtaining up to three (3) quotes. Quotes are essential in determining appropriate construction costs for the method of work you choose to have done. Be sure the quotes are consistent as to the replacement method to be used.

**Q. How do I get my sewer lateral Closed Circuit Television (CCTV) inspection done?**

A. CCTV inspections are completed by licensed contractors performing the work required for sewer lateral replacement. Often contractors complete these CCTV inspections as part of their efforts in diagnosing issues and determining repair requirements. We strongly encourage a CCTV inspection to be complete so that you know exactly what the issues are with your lateral and why replacement is needed. We do not require additional CCTV inspections to be completed as part of this application.

**Q. How do I know if I have qualified for the SLRGP?**

A. After your application has been reviewed, you will be sent a funding obligation letter stating that your sewer lateral application has met the conditions of the program and funds have been obligated for your project. This process can take up to 10 business days.

**Q. After I have received my funding obligation letter, what happens next?**

A. You do not need to wait for receipt of the funding obligation letter to begin work on your sewer lateral. However, once you receive this letter, you will have confirmation that the City is holding funds for your replacement.

**Q. Do I need any permits for this work?**

A. Yes, you will need an encroachment permit to work in the public right-of-way or when connecting to a public utility. Contact Public Works at (707) 778-4303.

**Q. When do I need an inspection?**

A. Inspection is required during construction and prior to any trench backfilling by Inspection Division personnel. Our personnel will also witness testing, if necessary, of the entire line from the building cleanout to the connection at the main. Testing will be performed by your contractor.

**Q. What happens after inspections?**

A. Once all work is inspected and complete, your encroachment permit will be finalized. You will then submit your paid-in-full invoice to the Utilities Division at [publicworks@cityofpetaluma.org](mailto:publicworks@cityofpetaluma.org). The City will then complete your application and process it for funding. Payment will be made within 4 to 6 weeks after final inspection and receipt of the paid invoice.

**Q. What do I need to do if I had emergency work done?**

A. Once emergency work has been performed, an encroachment permit must be obtained within twenty-four (24) hours, exclusive of Saturday, Sunday or holidays. If you wish to apply for the SLRGP, submit the required program information for review.

Public Works & Utilities  
Water Field Office  
202 North McDowell Boulevard  
Petaluma, CA 94954  
Phone: (707) 778-4546  
Email: [publicworks@cityofpetaluma.org](mailto:publicworks@cityofpetaluma.org)  
Website: <https://cityofpetaluma.org/sewer-lateral-replacement-grant/>