



Tamalpais Community Services District

Sewer Connection/Repair Permit

Granting of this permit by TCSD, or inspections made thereafter, does not in any way justify or substantiate privileges for sewer arrangements in easements, or not in easements, on or across private property.

ASSESSOR'S PARCEL NO: _____

TCSD PERMIT NO: _____

ADDRESS OF SEWER TO SERVE: _____

OWNER: _____ PHONE: _____

ADDRESS: _____

CONTRACTOR NAME & LICENSE NO: _____

ADDRESS: _____ PHONE: _____

Description/Purpose of Work: _____

☐ CHECK IF EXCAVATION WITHIN COUNTY OF MARIN RIGHT OF WAY IS ANTICIPATED; YOU AGREE TO NOTIFY & SCHEDULE INPSECTION WITH COUNTY OF MARIN PUBLIC WORKS IN ADDITION TO TCSD.

Signature of Applicant

Date

TYPE OF CONNECTION:

- ☐ New connection to collection system
- ☐ Repair existing lateral
- ☐ Replace existing lateral
- ☐ Site Map Attached
- ☐ Other _____

FEES:

Capacity charge: \$ _

Additional Units(s): \$ _

Payback Agreement \$ _

Permit/Inspection(s): \$ _

TOTAL FEE(S): \$ _

Total in linear feet of repair/replacement _____

Fee(s) paid: _____ Date: _____

Approved by Tamalpais Community Services District

X _____

Date: _____

Excavation, backfill and paving per the Uniform Construction Standards for the Cities and County of Marin. The Contractor is responsible for all street repairs connected with this as per County of Marin requirements & must notify County of Marin prior to start of work and inspection.

NOTE: 24-hour notice required for all sewer inspections/TCSD 415.388.6393



Why do I need this permit?

A Lateral Permit ensures that repairs and construction projects in the public right-of-way will be performed to meet standards set by TCSD and the County of Marin, and ensures the safety of the public during the process.

A Lateral Permit is required any time someone encroaches in the public right-of-way, replaces or makes repairs to the sewer lateral, either for construction work on private property, sidewalks, driveway approaches, or underground utilities.

How to obtain a permit?

Lateral permit applications may be obtained at our office located at 305 Bell Lane, Mill Valley CA, 94941, or by phone at (415) 388-6393. submittal of permits may be emailed to info@tamcsd.org for review.

What are the fees associated with this permit?

Please refer to the adopted Fee Schedule below for permits issued by Tamalpais Community Services District. If a Lateral Permit needed does not fit in a category below, permit fee is based on Capacity Charge(new construction) & Connection Fee/Inspections. A security bond may also be required for construction, sewer/lateral and sidewalk projects.

Description of Fees as of July 1, 2025

Capacity Charge

Single Family Residential	\$18,282	Per DU
Duplexes	\$12,189	Per DU
Multi-Family	\$10,447	Per DU
Commercial	\$18,282	Per EDU

DU = dwelling unit EDU = equivalent dwelling unit

Connection Fee/Inspections

Single Family Residential	\$601
Multi-Family Residential	Actual time & material costs (minimum charge \$585)

What do I do once I obtain this permit?

Once a permit has been issued, work or placement of dumpsters or other approved items may begin. Any conditions and inspections noted on the permit must be complied with and followed. Interim and final inspections are required for all construction projects. In most cases, Lateral Permits are valid for a period of 30 days from date approved, but may be extended upon review and approval with payment of additional fees(if applicable).



INSTALLATION REQUIREMENTS FOR 4" LATERALS

The following are the requirements provided for by Ordinance 96 in the Tamalpais Community Services District and must be adhered to in the construction of sewer laterals in this district.

PERMIT

1. A permit must be obtained at the office of the Tamalpais Community Services District
2. All permits, inspection and connection fees must be paid before repairs are performed or new installation is connected to the district sewer system.

INSPECTIONS

All work shall be subject to at least two inspections by district staff. One inspection to be performed before the sewer lateral is covered and one after covering the sewer lateral, placement of clean-outs and installation of back flow prevention devices. (Additional return visits/re-inspections are subject to additional charges)

SIZE OF PIPE

1. For single residences, multiple units and commercial buildings up to 150 drainage fixture units, where the lateral has a fall of at least one fourth (1/4) inch per foot (2 percent slope), a 4-inch sewer lateral is acceptable.
2. Duplexes and Multiple dwellings buildings shall consist of 6" pipe

PIPE MATERIAL

Cast iron, HDPE, C900, SDR 26 which is FHA approved, with solvent weld or rubber ring joints is required. Couplings shall consist of heavy duty shear banded type & properly torqued to district specifications (60 - 80in LBS depending on manufacture). ABS & Clay pipes are **not** an accepted material outside the building.

SLOPE

1/4" per foot or 2 percent (1/8" per foot upon district prior approval). The contractor shall provide a builder's level to allow the inspector to check the grade.

DEPTH

Cover above the pipe shall be 36 inches in public driveways and streets or unpaved driveways, 24 inches in private driveways and 18 inches in all other areas, except in extenuating circumstances. Deviations will be allowed providing the pipe is fully encased in concrete and has been approved by district inspector.

BACKFILL

1. Backfill shall consist of URB or quarry fines only, compacted and jetted for settlement (3/4 crushed rock). The pipe shall be firmly bedded in the trench bottom along its entire length and the backfill will be free from stones or rock greater than 1 inch and shall be hand tamped to the top of the pipe. In county-maintained roads, bedding and backfill shall conform to county or state requirements.
2. No line shall be backfilled or covered prior to testing and inspection by district staff.

STREET PAVING

1. All public streets and driveways shall be restored to County or State requirements.
2. All necessary encroachment permits shall be obtained by the contractor from the governing authority.



CONNECTION

1. Connection to the district's public sewer shall be made at a downstream angle of 45 degrees. The flow line of the lateral shall be above the spring line of the main and shall drop down to enter the main in accordance with the district's standard detail, as instructed.
2. Connection shall be made using an approved wye fitting & couplings where lateral stub is not provided.
3. When connecting into a manhole is approved, the connection shall be made just above the flow line of the main. No high inlets are allowed. concrete repair around inlet shall conform to district standards and be watertight.

CLEAN-OUTS

1. A clean-out (TEE, or 2-way) shall be provided within 24 inches from exterior of building, or as close as reasonably possible.
2. Clean-outs shall be installed at abrupt turns of 90 degrees or higher except where a long radius sweep is used, and in excessively long installations (every 100 feet).
3. An approved backflow protection device shall be installed at clean-out nearest to the building. The device shall contain an airtight seal at its upper end and shall be a sewer relief device (i.e., sewer popper, Contra Costa Valve) or approved equal.
4. All clean-outs shall be brought to the surface. Christy Box with a metal lid shall be installed if necessary to protect from damage or trip hazard.

LINE TESTING

All sewers prior to being backfilled shall be subject to a water test or air test in the presence of the district inspector. Air test is to be no less than 4 pounds for 5 minutes. Water test will be a minimum of 15 minutes and have a 10-foot riser filled at its highest point.

SEPARATION FROM OTHER UTILITIES

All sewer lines shall be a minimum of 18" from all other utilities. Sewer lines shall always be laid below any water intersecting supply lines. Water supply is not allowed directly above sewer lateral. If no other options are available, then sewer lateral can be installed parallel within same trench on a shelf at a minimum 36" above and 36" to the side of lateral upon prior district approval.

COMMENCEMENT OF USE

No sewer shall be put into service until all fees have been paid, and the line has been approved by the district. A charge will be levied for disconnecting any illegally connected lateral, pursuant to the provisions of Ordinance 100 and reconnecting will be at the owner's expense.

Please direct questions to Mike Quecke at 415.388.6393.

Effective 8.25.2025