



Tamalpais Community Services District

305 Bell Lane, Mill Valley, CA 94941 • 415 388-6393 • Fax: 415 388-4168
info@tcsd.us • www.tcsd.us

ORDINANCE NO. 96

AN ORDINANCE REGULATING THE CONSTRUCTION, USE, AND MAINTENANCE OF PRIVATE SEWER LATERALS

THE TCSD BOARD OF DIRECTORS HEREBY ESTABLISHES AN ORDINANCE TO REGULATE THE CONSTRUCTION, USE, AND MAINTENANCE OF PRIVATE SEWER LATERALS.

IN ORDER TO ENSURE THE PROPER CONSTRUCTION AND MAINTENANCE OF PRIVATE SEWER LATERALS WITHIN TCSD (HEREINAFTER REFERRED TO AS "THE DISTRICT"), THE BOARD OF DIRECTORS DO HEREBY ORDAIN:

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SECTION 100 - FINDINGS

Agency finds and determines that Infiltration and Inflow (hereinafter referred to as I&I) is a serious problem for the District in that during heavy rains, a significant amount of water is introduced into the District's system as a result of the I&I from breaches in the entire pipeline system that leads to the treatment facility. To a great extent, much of this I&I is introduced into the District's pipelines and sewer mains from the sewer laterals or unpermitted drainage structures leading from a property

to the District's sewer mains. As a result of I&I, the District's sewer treatment facilities have the potential to become overburdened during periods of heavy rains leading to sewage overflows and possible spills into the waters of the San Francisco Bay. Such overflows and spills can lead not only to significant fines and penalties against the District by State and Federal water regulatory agencies, but may pose a significant risk to the environment, and the health and safety of the public at large.

The District has determined that it is in the public interest that the private sewer laterals I&I problem be addressed and that it has become the policy of the District that the upgrade and repair of private sewer laterals become a priority of TCSD.

SECTION 150 - DEFINITIONS

LATERAL SEWER, LATERAL, or PRIVATE SEWER LATERAL is hereby defined as a privately owned sewer which conveys sewage from a building to the District's collection system, including all pipes, fittings, and appurtenances from the outer face of the building served to the connection into the Agency's sewer main including the connection itself.

INFLOW means any water other than sewage that is directed toward or connected to the District's collection system through drainage ditches, open or enclosed culverts, roof drains, yard or area drains, or any other source of storm or ground water.

INFILTRATION means water other than sewage which enters into the District's collection system through cracks, breaks, open joints, or other deficiencies which may exist in laterals or in the District's system.

INFLOW AND INFILTRATION are sometimes referred to collectively as "I&I".

COMMERCIAL BUILDING means any building, or portion thereof, designed, intended, or used to accommodate a business, commercial, or industrial enterprise, or a public or private school.

COMMON INTEREST DEVELOPMENT means a development characterized by individual ownership of a condominium housing unit or a residential parcel coupled with the shared ownership of (or right to use) common areas and facilities, including, but not limited to, condominium projects, community apartment projects, stock cooperatives and planned unit developments, which contain three (3) or more dwelling units and which have a sewer service lateral shared by three (3) or more dwelling units.

NOTICE TO REPAIR means the notice issued by the District to the owner advising that the owner appears to be in violation of the respective code or ordinance with respect to the owners sewer service lateral, or in violation of the Code or Ordinance in a manner of the sewer service lateral's connection to the District's sewer system, which order directs the abatement of the identified violation in a timely manner.

OWNER means any person, partnership, association, corporation or fiduciary having legal title (or any partial interest) in any real property situated within the District.

SEWER MAIN means a District-owned pipeline designed and operated to accept sewage from a sewer service lateral for disposal/treatment.

SEWER SERVICE LATERAL INSPECTION means an inspection of a sewer service lateral that consists of the retention of a licensed plumber by the Owner, or TCSD staff, in order to visually examine and inspect a sewer service lateral in the manner deemed appropriate by the District. Such an inspection shall, at a minimum, include the use of a closed-circuit television inspection device for the purposes of determining whether the sewer service lateral complies with the requirements of this Chapter.

DISTRICT STAFF are representatives from the District who can provide free video inspections for sewer lateral lines.

SECTION 200 - NEW CONSTRUCTION SEWER LATERALS

All new residential, apartment, industrial, and commercial buildings shall have installed a new sewer service lateral. A minimum four-inch lateral shall serve single or duplex residential dwelling units. A minimum six-inch lateral shall be installed to serve buildings with three or more residential units, and industrial and commercial buildings. Construction shall conform to District standards.

SECTION 250 - CONNECTION PERMITS

Prior to constructing a lateral or connecting a new building to an existing lateral, or undertaking a repair of a lateral, the owner shall apply for and obtain a permit from the District. The application shall include a plan showing the location of the lateral and the proposed repair or replacement, and all buildings, other utilities, significant features, and topography of the property and showing the public right-of-way or easement in which the lateral and the District's sewer are located, and the proposed connection of the lateral to the District's sewer main.

SECTION 280 - IMPROPER AND ILLEGAL CONNECTIONS TO PRIVATE SEWER LATERAL

It shall be improper and illegal for a Contractor or Homeowner to connect the following to a private sewer lateral: storm drains, roof drains, pool drains, and/or non-sewage pipes or drains. Violation of this Section is punishable under Section 570.

SECTION 300 - OWNERSHIP, MAINTENANCE, AND REPAIR OF PRIVATE SEWER LATERALS

A. Private sewer laterals shall be owned, maintained, and repaired by the owner of the property which the lateral serves. The entire service lateral, from the building connection to and including the "wye" connection or other tie into the sewer main, shall fall within the Owner's responsibility for installation, maintenance, and repair.

B. Property owners must clean, maintain, and repair laterals servicing their property sufficient to keep the lateral in operable condition at all times. The property owner shall perform such duties as may be required in response to observed overflows or seepage attributable to the lateral or as discovered by smoke testing, televising, or video inspecting the private laterals. Where such maintenance requires excavation and/or replacement of existing facilities, the property owner shall apply for and receive a connection permit (see Section 250 above) from the District.

SECTION 400 - MANDATORY INSPECTIONS

A. **HEALTH AND SAFETY BASIS FOR REQUIRING A SEWER SERVICE LATERAL INSPECTION.** An Owner shall have the sewer service lateral of his or her real property inspected in accordance with the requirements of this Chapter (as directed and within the time period indicated by the District) upon the occurrence of any of the following events:

1. **Overflow or Malfunction.** Whenever the District determines that the sewer service lateral has recently overflowed or has recently malfunctioned;
2. **Lateral Failure or Lack of Maintenance.** Whenever, based on sewer system testing conducted by the District (of either the sewer service lateral or the District's public sewer system), the District finds that there is sufficient evidence to conclude that the sewer service lateral has failed, is likely to fail, or has not been properly maintained.
3. **Public Health Threat.** Upon any other reasonable cause to believe that there is a threat to the public health, safety, or welfare due to the condition of a sewer service lateral.
4. **Age of pipes and/or extent of foliage causing higher flow within the service area.**
 - a. Whenever the District determines that the age of pipes (clay, plastic, or other material) in combination with observed foliage (tree roots near the sewer lateral suggesting root intrusion causing infiltration), or the age of the pipes independently are causing a higher than average flow in a neighborhood or area, the District may direct an inspection of the sewer service lateral to determine the condition and potential need for repairs.

B. **EVENTS REQUIRING A SEWER SERVICE LATERAL INSPECTION -RESIDENTIAL PROPERTIES.** An Owner shall have the sewer service lateral of his or her residential property inspected in accordance with the requirements of this Chapter upon the occurrence of any of the following events:

1. **Home Additions and Improvements.** Prior to the Issuance of a County building permit for a residential building addition or new improvements on the real property where said addition or improvements (or cumulative additions or improvements through multiple projects over the prior three years) have a value of \$40,000 or greater.

- a. District shall notify the Building and Planning Department of Marin County of this requirement so that Issuance of a building permit is conditioned upon meeting the requirement of a lateral inspection.

2. Transfer of Property Title. Where the sale of any real property with a lateral sewer is proposed, the Seller shall have the sewer lateral inspected and certified prior to the transfer of property title.

- a. It shall be the responsibility of the Seller to coordinate an inspection of the sewer lateral upon listing the home for sale.
- b. Should the Seller fail to have an inspection conducted on the property prior to the sale of the property, the District shall require the new Owner to conduct an inspection and make any necessary repairs to the lateral.
 - i. The District shall make all reasonable efforts to find out about any real property sold within the District's boundaries to ensure compliance with this section.

3. Whenever the District is replacing a sewer line, conducting repairs of a sewer main, or the County is doing road resurfacing. Owners will be notified by the District of any current work and need for an inspection report on their lateral prior to the road work or construction so that any remedial work to the lateral is completed prior to the construction or road work.

- a. Where an Owner refused to provide an inspection, the District may conduct a televised inspection and the Owner shall be responsible for the costs of such an inspection. Should an inspection reveal the need for repairs, the District may issue a Notice of Repair to the Owner and have the remedies provided for in Section 430 D of this Ordinance to ensure repairs and made and costs are paid.

C. LATERAL INSPECTIONS - COMMERCIAL (NON-RESIDENTIAL) AND COMMON INTEREST DEVELOPMENT REAL PROPERTIES

1. Commercial or Non-Residential Properties. An Owner of a commercial property within the District shall have that property's sewer service lateral(s) inspected in accordance with Sections A and B of Section 400.

2. Common Interest Developments. The Owner or Owners of a Common Interest Development shall have the property's sewer service lateral(s) inspected in accordance with Sections A and B of Section 400.

D. EXCEPTION TO INSPECTION FOR RECENT PRIOR INSPECTIONS AND REPAIRS. The following exceptions do not apply to any inspection required under Subparagraph A above. The following are exceptions to the inspection requirements of subparagraphs B and C above as indicated.

1. Prior Replacement of Service Lateral. An Owner otherwise required to perform a sewer service lateral inspection under B above hereof shall not be required to perform such an inspection if

the Owner (or the Owner's predecessor-in-interest) has originally installed or has replaced his or her property's sewer service lateral within the ten (10) years prior to the date of the application for a building permit, listing the property for sale or the road work or sewer repair.

2. Prior Inspection or Repair of a Service Lateral. An Owner otherwise required to perform an inspection Under B or C above shall not be required to perform such an inspection if the Owner has either completed a remedial inspection (conducted in accordance with the inspection requirements of this Chapter) or completed a permitted repair or replacement of the sewer lateral and received a District certification within the three (3) years prior to the date the inspection would otherwise be required.

SECTION 410 - ACCESS TO PROPERTIES FOR SEWER LATERAL INSPECTIONS

The District (or any designated representative thereof) is hereby authorized to inspect any sewer system for the following purposes:

- A. To determine the size, depth, and location of any sewer connection.
- B. To determine the end outlet of any sewer connection by depositing harmless testing materials in any plumbing fixture attached hereto and flushing the same, if necessary.
- C. To determine, by measurements and samples, the quantity and nature of the sewage or wastewater being discharged into any sewer.
- D. To determine the location of the roof, swimming pool, floor and surface drains, and whether or not they physically connect to a sewer.
- E. To assess the condition of the lateral where the District suspects that the lateral may be allowing inflow or infiltration.

Nothing herein shall be deemed to provide the District with any right or authority to enter a building or other apparently private or interior area of a real property, except to the extent such entry is expressly authorized by State law.

SECTION 420 - SEWER LATERAL INSPECTION REPORT - REQUIREMENTS

A. **INSPECTION REPORT STANDARDS.** The sewer service lateral inspection report required by this Chapter shall be prepared in accordance with the following requirements and specifications.

- 1. The inspection report shall be prepared by a licensed plumber or District staff.
- 2. The inspection report shall identify all of the following:

- a. Any and all defects that could allow infiltration into the lateral or otherwise create a maintenance issue in the District's sewer system. Such defects may include but not be limited to the following: displaced joints, open joints, root intrusion, substantial deterioration of the line, cracks, leaks, inflow or infiltration or extraneous water, root intrusion, grease and sediment deposits or other conditions likely to increase the chance for blockage of the sewer service.
- b. Whether any connection, by pipes or otherwise, allows rainwater or groundwater to enter the sewer service lateral or public sewer.
- c. Whether the sewer service lateral has an approved backwater device where any outlet or trap of the sewer service lateral is below the level of the nearest manhole. If a device is already installed, the report shall indicate whether the device is functioning properly.

3. The inspection report shall contain an express certification from the inspector that the property has been inspected for any outdoor drain connection to the District's sewer system and that no such unpermitted lateral exists. The report shall be prepared in a format acceptable to the District.

4. Based upon the District's evaluation of the deficiencies outlined in the report, the District will determine the level of repair or replacement that is required.

B. **COMPLIANCE WITH REGULATIONS.** The inspection report shall, in all other aspects, comply with the requirements and specifications described in the District's specification for a sewer service lateral inspection report as established in Subsection 1 below:

1. Requirements for an inspection report. The following items are required to be addressed in an inspection report:

- a. Date of inspection.
- b. Name of inspector and name of plumbing firm along with license number (or name of District staff).
- c. Certification that a televised video was taken of the lateral.
- d. A certification that no roof, swimming pool, floor and/or surface drains, or any other non-sewage drains are physically connected to the lateral or sewer main.
- e. Identification with respect to the sewer lateral of any displaced joints, open joints, root intrusion, substantial deterioration of the line, cracks, leaks, inflow or infiltration or extraneous water, root intrusion, grease and sediment deposits, or other conditions likely to increase the chance for blockage of the sewer service.
- f. Certification that an installed backwater device is in place where any outlet or trap of the sewer service lateral is below the level of the nearest manhole. If a backwater device is already installed, the report shall indicate whether the backwater device is functioning properly.
- g. A Declaration under penalty of perjury that the report is true and correct.

SECTION 430 - SEWER LATERALS - REQUIRED REPAIRS

A. **NOTICE TO REPAIR.** Upon receipt of the sewer service lateral inspection report pursuant to this Chapter, the District will determine whether it indicates any deficiencies in the operation of the sewer service lateral and, thereafter, shall provide the Owner(s) with a Notice to Repair as may be deemed appropriate. The Notice to Repair/Replace shall specifically identify the deficiencies to be corrected and shall establish a deadline within which the Owner(s) shall complete the required corrective actions within ninety (90) days of the date of Notice of Repair/Replace, unless the time for correction is extended by the Board of Directors. The corrective actions may include a requirement that the lateral be replaced altogether and also may include the installation of cleanouts and backwater valves if those devices are otherwise required by this Ordinance or any uniform code adopted by the Agency.

B. **OBLIGATIONS OF THE OWNER.** The Owner shall repair his or her sewer service lateral to the satisfaction of the District, and, if a permit is required for the repairs, the Owner shall obtain a final permit inspection and approval of the relevant District official.

C. **REPAIRS TO IMPROPER CONNECTIONS CONSISTING OF MULTIPLE PRIVATE CONNECTIONS TO A COMMON LATERAL.** A sewer service lateral serving more than one residential dwelling, except as provided for in Section 450 is an improper connection and shall be repaired or replaced as deemed appropriate by the District. The Owner of each affected residential dwelling shall be responsible for disconnecting their sewer service lateral from the common lateral and connecting to the nearest sewer main, if required.

D. **FAILURE TO REPAIR UPON AGENCY NOTIFICATION.** Should an Owner fail to conduct the required repairs upon issuance of a Notice of Repair by the District, the District shall have several options in order to ensure that the repair or replacement is completed.

1. **Public Nuisance.** Continued habitation of any home, building, or continued operation of any industrial facility in violation of a Notice to Repair or Replace a private sewer lateral is hereby declared to be a Public Nuisance. The District may cause proceedings to be brought for the abatement of the occupancy of the home, building, or industrial facility (i.e., a court order directing the occupant[s] to vacate the home, building, or industrial facility until the directed repairs are made) during the period of such violation. The District shall have the right to recover its attorney fees and costs for the pursuit of the abatement.

2. **Disconnection of Private Sewer Lateral to Sewer Main.** The District shall have the right to commence proceedings in Marin Superior Court to seek a court order disconnecting the private sewer lateral from the sewer main, thus leaving the home, building, or industrial facility without sewer service. The District shall have the right to recover its attorney fees and costs for the pursuit of the disconnection.

3. **Corrections of Violations.** Section 6523 of the California Health and Safety Code provides that in order to enforce the provisions of any Ordinance of the District, the District may correct any

violation of an Ordinance of the District. The cost of such corrections may be added to any sewer service charge payable by the person violating the Ordinance or the Owner or tenant of the property upon which the violation occurred, and/or the District may place a lien on the property wherein the violation occurred or the District may pursue a Civil Action for recovery of the costs. Whatever option the District pursues under this Subsection 3, the District shall be entitled to its costs and attorney fees.

SECTION 440 - COMMON INTEREST DEVELOPMENTS

The Homeowners Association of a Common Interest Development shall, along with the Owner, be jointly and severally liable for the duties and obligations imposed by this Chapter in relation to any sewer service lateral located within a common area of the development. If no Homeowners Association exists, then the individual unit owners, both jointly and individually, shall be liable for the duties and obligations with respect to sewer service laterals established by this Chapter.

SECTION 450 - PRIVATE SEWER LATERALS - MULTIPLE CONNECTIONS

It shall be the policy of the District to require one private sewer lateral serving one single family home. However, the District is cognizant that the sewer service system within the District is old and contains many hillside single family homes that are serviced by one private sewer lateral (e.g., one private sewer lateral for two or more homes). Where there is no problem with a sewer service lateral that serves multiple residences, then the District shall allow the multiple service lateral. Where repairs are necessary, the Owners of the residences served by the lateral shall jointly be responsible for the repairs. Where repairs and/or replacement of such a lateral is necessary, the District may required the construction of a new private service lateral for each residential single family home or the construction of a new larger private service lateral to accommodate the multiple residences.

A. No person shall discharge or deposit, or cause or allow to be discharged or deposited into the District sewer system any wastewater which contains any of the following:

1. Cooking grease whether emulsified or not
2. Waste automotive radiator coolant
3. Explosive mixtures
4. Radioactive wastes
5. Solid or viscous wastes which may cause obstruction to the flow in a sewer pipeline, including cleansing wipes or "flushable" wipes
6. Any toxic substances in excess of the United States Environmental Protection Agency standards pursuant to Section 307(a) of the Clean Water Act, or any other substances which may interfere with the biological processes of the wastewater system.
7. Petroleum products of any kind

SECTION 550 - PUNISHMENT FOR VIOLATION OF PROHIBITED DISCHARGES

A. **MISDEMEANOR.** Section 6523 of the California Health and Safety Code provides that the violation of any ordinance, rule, or regulation of a sanitary district by any person is a misdemeanor punishable by imprisonment in the County jail not to exceed 30 days or by a fine not to exceed one-thousand dollars (\$1,000) or both. Each and every connection, occupancy, prohibited discharge in violation of this Ordinance shall be deemed a separate violation and each and every day or part of a day a violation of the Ordinance, rule or regulation continues shall be deemed a separate offense hereunder and shall be punishable as such.

SECTION 560 - DAMAGE TO DISTRICT SEWER SYSTEM

It is unlawful for any person to maliciously, willfully, or negligently break, damage, destroy, uncover, deface, or tamper with any structure, appurtenance or equipment that is part of the District Sewer System. Any violation of this Section shall be punishable under Section 550 (above) and any violation may constitute other crimes under the California Penal Code or the United State Codes.

SECTION 570 - PUNISHMENT - CONTRACTORS - VIOLATION OF SECTION 280

Should a Contractor make any connections in violation of Section 280 of this Ordinance, the Contractor shall be guilty of a misdemeanor within the meaning of Section 6523 of the California Health and Safety Code.

SECTION 700 - SEVERABILITY

If any Section, Subsection, sentence, clause, or phrase of this Ordinance is for any reason held to be unconstitutional and invalid, such a decision shall not affect the validity of the remaining portion of this Ordinance. The Board of Directors hereby declares that it would have passed this Ordinance and every Section, Subsection, sentence, clause, or phrase thereof, irrespective of the fact that any one or more Sections, Subsections, sentences, clauses, or phrases be declared unconstitutional or invalid.

SECTION 750 - EFFECTIVE DATE OF ORDINANCE

This Ordinance shall be and the same is hereby declared to be in full force and effect from and after thirty (30) days after the date of its passage and shall be published once before the expiration of fifteen (15) days after said passage, with the names of the Directors voting for or against the same, in the Marin Independent Journal, a newspaper of general circulation published in the County of Marin, State of California.


PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Tamalpais Community Services District, held on 8th day of February, 2017 by the following vote:

AYES: 5 Stephen Bartschat, Steve Levine, Matt McMahon, Jeff Brown, Jim Jacobs
NAYS: 0
ABSENT: 0



President, Board of Directors

ATTEST:



Secretary