



## Ross Valley Sanitary District

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### Lateral Replacement Loan Program

Updated July 28, 2021

Thank you for helping us protect and preserve our local environment by replacing your privately- owned sewer lateral. By allowing the District to assist you with this project, together we will reduce contamination in our community and waterways, as well as reduce treatment costs for the entire Ross Valley.

Hopefully, through the District's public outreach efforts, you have learned that over half of all sewer spills are caused by leaking private laterals, and that in wet weather infiltration of groundwater into laterals can lead to downstream spills from sewers and the treatment plant. Private laterals are the responsibility of the property owner, from the building to the District main line, including the connection with the main. The Lateral Replacement Loan Program was designed to encourage property owners like you to replace your sewer lateral and help to protect the beautiful Ross Valley.

The District offers low interest **loans up to \$25,000** to replace your private sewer lateral. Repayment of loans will be over a period not to exceed ten (10) years at an **annual interest rate of 3.6%**. Payments will be collected through the semi-annual property tax bills as a special assessment.

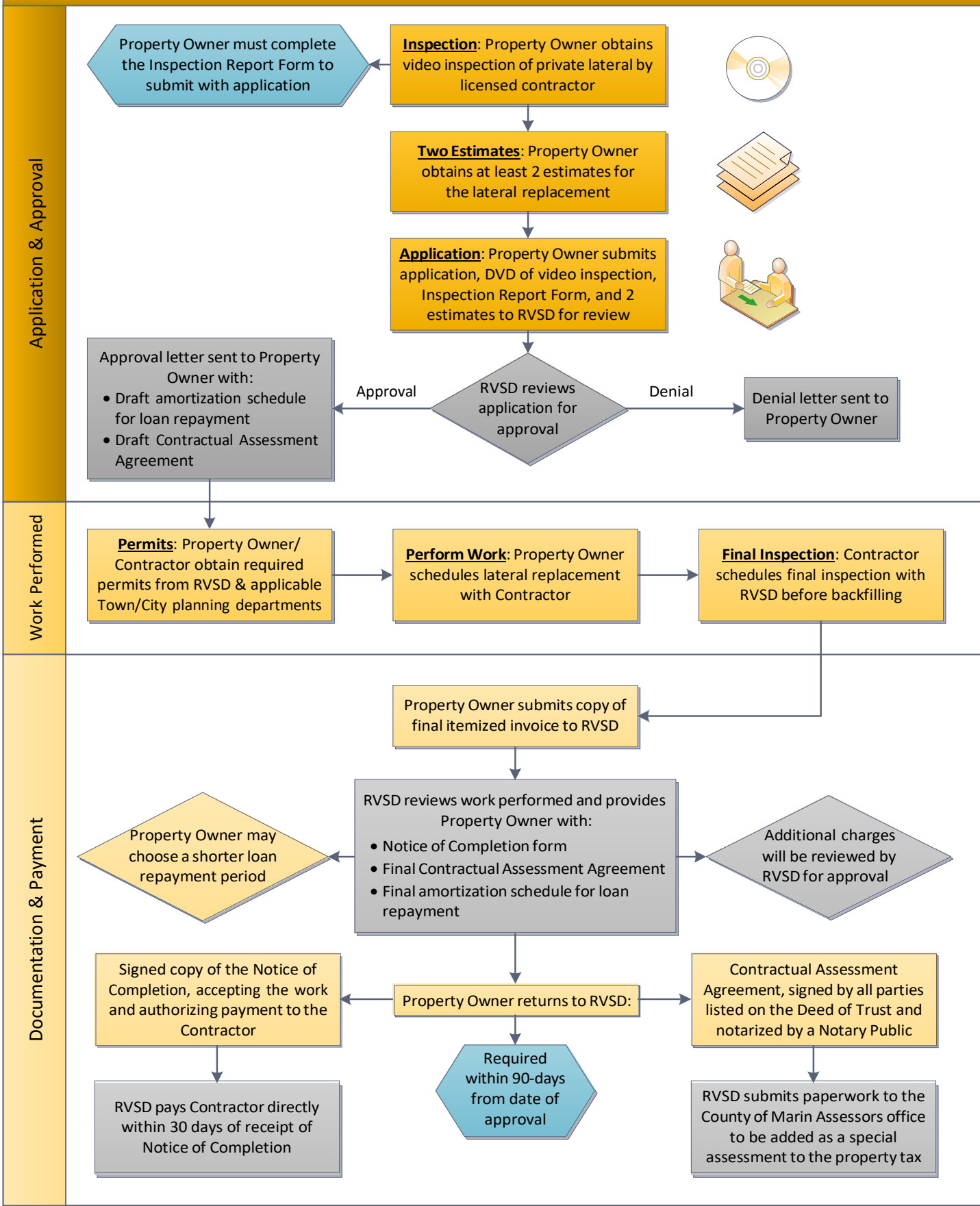
**NOTE: Common (shared) laterals are not eligible for loans because they do not conform with the District's specifications or the Uniform Plumbing Code Section 721.1, which require laterals from each property to connect directly to the public sewer main.**

The following requirements are necessary to apply the District's loan program:

1. Signed Lateral Replacement Loan Application
2. A DVD of the video inspection performed by a licensed contractor  
**DVD must be within a year from date of application.**
3. Completed Private Sewer Lateral Inspection Report Form,
4. At least two (2) lateral replacement bids from a licensed contractor  
**Bids must be within 90 days from date of application.**

The District will review your application and notify you about the status of your loan request, usually within 10 working days. The District will provide loan funding based on the lowest qualified bid. However, the property owner can choose whichever contractor they'd like to work with. If the application is approved, the Property Owner will be required to sign a Contractual Assessment Agreement, which will be recorded against the property. A flow chart of these steps along with the loan application is included on the following pages. Many contractors already understand the program and can assist you in applying for it. We are more than happy to assist you over the phone, in our office, or in the field as well. Please contact us with any questions you may have.

# Lateral Replacement Loan Program Flowchart



## Private Sewer Lateral Inspection Report Form

This form must be completed and submitted with the application. The following requirements must be met:

1. Contractor shall hold either an A, B, C-36 or C-42 license with the California Contractors State License Board, or National Association of Sewer Service Companies Pipeline Assessment and Certification Program (NASSCO PACP) certification,
2. A video submittal shall visually verify the property address of the lateral being inspected,
3. An audio recording describing all issues with the lateral being inspected along with a footage counter to show the length of pipe MUST be included as part of the video inspection,
4. The lateral(s) must be cleared of significant debris and/or obstructions to provide a clear view,
5. All reasonable efforts must be made to fully inspect the entire lateral(s), including cleaning and removal of obstructions,
6. Any lateral tie in connections need to be inspected and their source identified.

**\*NOTE: Applications that do not include this form or meet the above requirements will be rejected. A DVD or Flash Drive must be submitted with the application. Links to videos will not be accepted. Incomplete video inspections where reasonable efforts to clear the lateral were not made, will be rejected.**

\_\_\_\_\_

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

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

Technician Name: \_\_\_\_\_

License Type/Number: \_\_\_\_\_

PACP Certification Number: \_\_\_\_\_

Project Address: \_\_\_\_\_

Project City: \_\_\_\_\_

Access Type: \_\_\_\_\_

(e.g., cleanout, roof vent, toilet, etc.)

Access Location & Terrain: \_\_\_\_\_

(e.g., side of house in dirt, near front door in concrete, garage exits house under planter box)

Location of connection with RVSD main: street / easement \_\_\_\_\_

(describe)

Inspection Notes: \_\_\_\_\_

Number of Cleanouts: \_\_\_\_\_

Number of Outlets from Building(s): \_\_\_\_\_

Total Length: \_\_\_\_\_

Pipe Material(s): \_\_\_\_\_

Pipe Diameter(s): \_\_\_\_\_

Does the upper or lower lateral appear to have been replaced in the last 20 years?  Yes  No

Depth at Building: \_\_\_\_\_

Depth at Curb: \_\_\_\_\_

Depth at Main: \_\_\_\_\_

Main Material: \_\_\_\_\_

Main CIPP- Lined?  Yes  No

Connection Type: Wye/Hammer/Tee/ \_\_\_\_\_

Sags:  Yes  No

Distance: \_\_\_\_\_

Bends  $\geq 45^\circ$ :  Yes  No

Distance: \_\_\_\_\_

## Lateral Replacement LOAN Program Application

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 loan has been approved by the District. I have read the loan program guide discussing the requirements for the Lateral Replacement Loan Program and am aware that a letter will be issued advising if funds have been approved.

**I understand that any repair work performed prior to receiving a letter of approval from the District will not be eligible for a loan.**

If approved, loans will be obligated for a period not to exceed ninety (90) days. **I understand that all repair work, inspection(s), and Contractual Assessment Agreement must be completed and submitted to the District within this ninety (90) day period.**

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

Property Owner(s) Name: \_\_\_\_\_

Property Address: \_\_\_\_\_

City/Town: \_\_\_\_\_ ZIP: \_\_\_\_\_

Assessor's Parcel Number: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City/Town: \_\_\_\_\_ ZIP: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Contractor: \_\_\_\_\_ License Type: **A / B / C-36 / C-42** #:

circle one

How did you find out about the lateral grant program? \_\_\_\_\_

Reason for sewer lateral replacement (check all that apply):

- |  |  |
|--|--|
| <input type="checkbox"/> Lateral failure/backup/condition  | <input type="checkbox"/> Property sale                               |
| <input type="checkbox"/> Remodel ≥ \$75K/adding a bathroom | <input type="checkbox"/> Paving project area or RVSD Capital Project |
| <input type="checkbox"/> Common Interest Development       | <input type="checkbox"/> Other: _____                                |

### Staff Use Only

Fiscal Year: \_\_\_\_\_

LRLP# \_\_\_\_\_

CCTV Video Provided? Y / N

Inspection Report Form Y / N  
Provided?

No. of Bids Received (2 minimum) \_\_\_\_\_

Licensed Contractors? Y / N

Lowest Licensed Contractor \_\_\_\_\_

Lowest Licensed Contractor Bid \_\_\_\_\_

**Loan Amount (lowest bid, up to \$25,000)**

Application Approved: Y / N Reason: \_\_\_\_\_ Date: \_\_\_\_\_

(Note: Expires ninety (90) calendar days from date issued, or cancelled by recipient or District)