



Sewer Connection & Repair Permit in the Right-of-Way

Section

- 1 When is a Side Sewer Permit Required?
- 2 Who to contact before conduction of Sewer Connection or Repair work?
- 3 Side Sewer Contractor Roster Requirements
- 4 Permit application and submittals
- 5 Prepare a Site Plan – includes checklist
- 6 Fees & Connection Charges
- 7 Permit Issuance and Inspection
- 8 Terms of Permit
- 9 Guidelines for Preparing a Side Sewer As-Built
- 10 Approved Materials for Side Sewer
- 11 Side Sewer Design Requirements

1 When is a Sewer Permit Required?

The City of Redmond requires that a side sewer permit be issued before work begins on all side sewers, including new installations, alternations, repairs, pipe lining, capping, relocating and removals. Emergency repair work is allowed without getting a permit in advance, but a permit must be obtained from Development Engineering Division the next business day.

Anytime sewer work extends beyond the private property line (includes sidewalk, curb, and street), a **Side Sewer Complex (ROW)** permit is required. The following is a summary of work that requires this type of permit:

- Repairs to existing private sewer laterals under sidewalks
- Repairs to existing private sewer lines under streets (not city-owned)
- All connections to public sewer mains and sewer service laterals
- Relocations of existing sewer service laterals (from curb line to the main)
- Connections to existing sewer service laterals extended to private property
- Construction and/or extension of sewer service laterals to private property for future use
- Repair of existing private sewer lines in the ROW

2 Who to contact before conduction of Sewer Connection or Repair Work?

It is mandatory to dial 811 or call **1-800-332-2344** for utility locates at least 48 hours (two business days) before work begins.

To apply for a sewer connection or repair permit, contact the City of Redmond, Development Engineering Division at 425-556-2840, or Redmond City Hall at 15670 NE 85th St., (206)-556-2876. The Development Services Center is open Monday through Friday from 8:00 a.m. to 5:00 p.m.

All permittees are required to determine depth and location of existing sewer services in the area before conducting sewer work. You must also thoroughly perform an inspection of the existing private sewer line and verify that it is clear of obstructions before repair or connection.

There are many unknowns when performing sewer work and pipe locations and site conditions may not always be obvious. The city recommends that you verify existing sewer services in the area by calling Development Engineering at 425-556-2840 before construction.

An engineering technician will access all available sewer information for the site and can offer you technical assistance before the work is conducted. Depending on the scope of work, additional city building permit requirements and fees may apply. Development Services Center staff can clarify this when you apply for the permit.

If your site is currently serviced by a septic system, and you need additional information on location, etc., contact the King County Health Department at 206-296-4920. If you have questions regarding installation of sanitary sewer for replacement of your septic system, please contact City of Redmond, Development Engineering at 425-556-2840

**All Septic and well permits are reviewed at [King Co. Health](#) even if within Redmond City limits. Link to the Tank Abandonment form: [REPORT of WASTEWATER TANK ABANDONMENT](#). The wastewater abandonment form must be submitted to the City inspector at time of the inspection.*

[RMC Chapter 13.04 Sewage & Drainage]

3 Side Sewer Contractor Roster

You need to be or have an Approved Side Sewer Contractor to perform work on side sewers within the public right-of-way and on private property to protect the sewer system from defective workmanship and materials, and to ensure that the construction standards and regulations of the City are followed.

13.05.030 Violation: It is a violation of the RMC for any person to make any connection to any public sewer, or to construct, alter, or repair any private sewer unless the person is an active contractor on the side sewers contractor roster, provided that a homeowner, who is not a contractor by trade, may make repairs to his./her side sewer if the repair is totally within the property of the homeowner

See [Side Sewer Contractor Roster Application](#) and requirements, City of Redmond Approved Side sewer contractor roster list [Side Sewer Contractor Active Contractor List](#).

[RMC Chapter 13.05 Side Sewer Contractor Roster]

4 Permit Application and Submittals

Application for the permit required by Section [13.04.110](#) of this chapter shall be filed with the City Development Engineering Division. The applicant begins by completing the application for a Side Sewer Permit indicating the type of use. Applications and forms are available at www.redmond.gov. They are also available from the Development Services Center (DSC), located on the 2nd floor of Redmond City Hall at 15670 NE 85th St., (206)-556-2876. If the sewer work is associated with a building permit, provide the approved building permit number and site plan.

The application includes the following information;

SIDE SEWER CONNECTION existing side sewer stub

- Side Sewer Application
- King County Residential Use Certification (to be completed for all new sewer connections, reconnections or change of use of existing connections)

SIDE SEWER COMPLEX (ROW) , new side sewer lateral, repairs, alterations or termination in the City's Right-of-Way

- Side Sewer Application
- King County Residential Use Certification (to be completed for all new sewer connections, reconnections or change of use of existing connections)
- Site Plan for Complex (ROW) Permit (see section five (5) for the Site Plan checklist)
- Traffic Control Plan (TCP)
- Completed construction cost estimate for work in the ROW
- Original final easement documentations with signatures and payments ready for King County Recording (if required)

**Permit will only be issued after the traffic control plan has been approved.*

5 Prepare a Site Plan

Side Sewer Complex (ROW) Site Plan showing the proposed work. At a minimum the plan must include the following:

- Include arrow identifying North
- Locations and size of water facilities including water meter and side sewers
- Locations and size of sanitary sewer facilities
- Locations and size of storm water facilities
- Location of power, power poles, gas, telephone and cable

- Existing and proposed roadway improvements including sidewalks, curbs/gutter, tapers and street lights
- Location of vaults
- Location of Junction boxes
- Location of underground duct runs
- Locations of existing property lines and easements that affect the work.
- Footprints of existing or planned structures affecting the work
- Locations and pipe inverts of existing City sewer mains adjacent to the work.
- Location of proposed repair or alignment of new installation
- Pipe material, diameter, Slope and invert elevations for all proposed sewer mains and side sewers.
- Locations and details for proposed clean-outs and manholes
- References to City Standards and Details, where appropriate
- Appropriate hydraulics calculation, if request by the City of Redmond
- Easement(s) for work involving a new main extension on private property: (as required-access across another private property and or joint use between two or more properties using common pipes). This easement is granted to Owner by Owner(s) of adjacent property as recorded at King County Auditor's office
- Easement(s) for Temporary Construction (if required)

The City [Standard Specifications and Details](#) provide guidelines for design criteria to be used in preparing the sewer plan outlined above.

6 Fees

A permit fee(s) will be charged based on the scope of work stated in the application. The fee must be paid prior to the permit being issued. Reimbursement (latecomers) fee is due before the permit is issued.

7 Permit Issuance and Inspection

You will be contacted when your side sewer permit and plans are approved. Once the fees are paid, you can pick up your permit & approved plans at the Development Services Center with a blank USB drive or you can log into the [E-Track Portal](#) and you can print your permit and approved plans. A field Precon may be required by the City inspector.

Side Sewer Permits require an inspection prior to trench backfill to review the completed installation or repair of the pipe and witness a pressure test of the system.

If you are working within the ROW and you have a Complex (ROW) permit you will have two separate inspections on your side sewer permit, both inspections must be signed off prior to closing out your permit and releasing the bond.

1. Side Sewer Inspection - permit requires an inspection and testing of the side sewer and the abandonment of the old septic tank and drainfield prior to trench backfill

to review the completed installation or repair of the pipe and witness a pressure test of the system. Civil Side Sewer Inspection

2. Side Sewer inspection in the Right of Way

Request an inspection. See the [E-Track Portal](#) page to schedule an inspection online or call 425-556-2435 and use the IVR Pin # on the permit to request an inspection.

8 Term of Permit

No permit issued shall be valid for a longer period than ninety days (90) unless extended or renewed by the City Engineer upon application therefor prior to the expiration. Failure to renew the permit prior to expiration thereof shall require the payment of a new permit fee.

9 Guidelines for Preparing a Side Sewer As-Built

Side Sewer As-Built Template: The Development Engineering Division will provide a Side Sewer As-Built card at the time the permit is issued, and on which the as-built construction is typically drafted by the permit holder.

As-built template shall include:

- Area of Repair
- Existing side sewer and mainline infrastructure
- Property Lines
- Site address
- Building outlines
- Edge of Pavement (within the ROW only)
- North Arrow
- Require triangulation measurements & coordinates

Note: It is the responsibility of the permit holder to verify actual locations of all utilities, whether noted on the template.

10 Approved Materials for Side Sewer

All Materials, equipment and construction techniques shall meet with the approval and pass all requirements of the City Engineer. The materials listed below conform to these standards.

- Gasketed Sewer Grade PVC pipe, SDR35-ASTM 3034
- Carson Clean Out Box (stamped "Sewer" on lid)
- 1 ½" Gravel Backfill for Pipe Zone Bedding per WSDOT SD. 9-03.12(3)
- Strong back couplings shall be used for connections to existing stubs in right-of-way, per City of Redmond Standard Specification & Details 7-08.3 (2) I

A Side Sewer Permit requires an inspection prior to trench backfill to review the completed installation or repair of the pipe and witness a pressure test of the system.

11 Side Sewer Design Requirements

Size and Slope

Side sewer stubs shall be 6" in diameter and extend to the property or easement line. The minimum side sewer slope is 2%. When the slope is greater than 2% show the invert elevation at the property line.

Finished Floor Elevations

Show the minimum finished floor elevations on all lots where gravity service is in question. The minimum finished floor must be 5.0 feet above the side sewer invert at the property line and may be greater depending on the distance to the structure.

Tee Locations

Side Sewer tees extend from the public mainlines. Connection at a manhole is not preferred and will not be accepted without prior approval.

Branch Configurations

6" side sewers connect to 8" or larger manliness with a tee. Wye connections may only be used on 6" to 6" connections or 4" to 6" connections.

Double Services

Double services for single family residence are to be wyed within the lots being served. The maximum allowable differential between the floor elevations of the residences is two feet. A joint use side sewer easement is required.

Service to Properties

Side sewer stubs shall be provided for all platted lots. Stubs to unplatted land will be provided as required by the Water/Wastewater Division Engineer. Multiple side sewers shall not be used in lieu of extending a sewer main, Side sewers shall generally be perpendicular to the street centerline.

Side Sewer Location

Locate side sewers on platted lot to be serves and run directly from the building to the sewer main, Side sewers on adjacent lots shall not be installed in a common trench.

Side Sewer Length

Side sewer shall be a maximum of 150ft in length unless otherwise approved.

Cleanouts

Provide a cleanout at every bend and at every 100-foot increment.

Backwater valves

Install backwater valve on all side sewers where the finish floor elevation of the building is lower than the invert elevation of the upstream manhole.