



CITY OF PINOLE

PUBLIC WORKS DEPARTMENT

2131 Pear Street
Pinole, CA 94564

Phone: (510) 724-9010
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www.ci.pinole.ca.us

How to Submit a Sewer lateral Video Review

The sale of a home or a building permit application to add plumbing fixtures will trigger a required sewer lateral inspection. The inspection must be completed prior to the home being sold or the issuance of a building permit for improvements.

To submit a sewer lateral video inspection for review by the City of Pinole Public Works Department the following items are required:

- 1) Recorded Video Inspection by a California Licensed Contractor. The contractor must have a "A," or "C42" license. The video must be downloadable by Public Works staff.
- 2) Video review application (available on the Public Works website: <https://www.pinole.gov/public-works-permits/>).
- 3) The required fee can be paid along with your online submittal on eTRAKiT (<https://pino-trk.aspgov.com/eTRAKiT/>). Please note the contractor who took the video must have a City of Pinole Business License. The application is available on the Finance Department website: <https://www.pinole.gov/doing-business/business-licenses-permits-inspections/>. Business licenses run January through December each year. The fee for a business license is as follows:
 - a. \$82.00 for a quarterly license
 - b. \$137.00 for a semi-annual license
 - c. \$249.00 for an annual license.

Please include in the submittal email which business license is needed.

All questions can be sent to pwpermits@pinole.gov. Once the video is reviewed, you will receive an email titled, "Corrections Required" if deficiencies are found in the lateral requiring repair. You deficiency notice can be found on ETRAKIT. If there are no deficiencies noted, a certificate of compliance will be issued in which the lateral will not require reinspection for a period of ten years. The certificate will also be available on eTRAKiT.

Applications are processed in order of receipt and the review turnaround time can be as little as 24 hours up to a week's time as the number of incoming applications in addition to field inspections necessary affects the turnaround time.

If you would like to learn more about the sewer lateral ordinance, please visit the City of Pinole Public Works website at https://www.ci.pinole.ca.us/city-government/public-works/wastewater_collection/sanitary_sewer_lateral.



APPLICATION FOR SEWER LATERAL VIDEO REVIEW

Property Address:	Date:
	Parcel Number:

PROPERTY OWNER or BUYER INFORMATION

Name:		Email:	
Address:	City:	State & Zip:	Phone:

THIS APPLICATION IS FOR: Transfer of Ownership: Property Remodel: City Request:
 Sewer Lateral Repair/Replacement: Rental Unit: Change of Use:

Please submit DVD or USB Drive.	Inspection Date:
Contractor Name:	
Contractor State License No.:	City Business License #:
Notes or Comments:	

MAILING INFORMATION (Please Print)

Name of Applicant:		Title:	
Company:		Email:	
Address:	City:	State & Zip:	Phone:

To the best of my knowledge, the information submitted herewith complies with all requirements set for by the City of Pinole Municipal Code §13.20, inclusive. I declare under penalty of perjury that all information submitted herein applies to the subject address and to no other properties.

Signature of Applicant	Date

Please submit the completed application, credit card authorization for payment and the inspection video to pwpermits@ci.pinole.ca.us. Upon completion of video inspection review, the applicant will receive an email with a Compliance Certificate or Deficiency Notice. ***Please note: the contractor providing the inspection must have a business license with the City of Pinole to perform work in the City of Pinole. The Public Works Department can assist the contractor in obtaining one.***

2131 Pear St, Pinole, CA 94564
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City Website: <http://www.ci.pinole.ca.us>