

## APPLICATION FOR SEWER LATERAL / CURB, GUTTER, SIDEWALK / EXCAVATION PERMIT

Please complete all information below. Current telephone and email are required to process application.

<b>Permit Type:</b> <input type="checkbox"/> Sewer Lateral <input type="checkbox"/> Curb, Gutter, Sidewalk <input type="checkbox"/> Excavation		
Provide related permit numbers: PX / SL / B / GR / X / others _____		
<b>Site Address:</b>		
<b>Applicant's Name</b>	<b>First:</b>	<b>Last:</b>
<b>Telephone / Email</b>	<b>Phone:</b>	<b>Email:</b>
<b>Are you the contractor or the agent?</b> <input type="checkbox"/> Contractor <input type="checkbox"/> Agent		
<b>Business Name:</b>		
<b>Contractor Information</b>	<b>License #:</b>	<b>Class:</b>
<b>USA #</b>	<b>Date:</b>	

<b>Check Type of Sewer Lateral Permit</b> <input type="checkbox"/> Repair/Replace Sewer on property <input type="checkbox"/> Sewer Excavation <input type="checkbox"/> New Construction Sewer (profile with existing utilities required) <input type="checkbox"/> Abandon Sewer
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<b>Check Type of Curb, Gutter, Sidewalk Permit</b>	Gutter Length _____, Curb Length _____
<input type="checkbox"/> New or Wider Driveway (Planning approval required)	Area (square feet) _____
<input type="checkbox"/> Repair/Replace Curb, Gutter, Sidewalk, Driveway	Area (square feet) _____
<input type="checkbox"/> Repair Driveway	Area (square feet) _____
<input type="checkbox"/> Sidewalk Underdrain	Number of Underdrain _____
<input type="checkbox"/> Driveway Appeals	Area (square feet) _____

<b>Check Type of Excavation Permit</b> <input type="checkbox"/> Soil Boring / Monitoring Well Excavation <input type="checkbox"/> Potholing <input type="checkbox"/> UGS Tank Excavation <input type="checkbox"/> Others
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**APPLICANT HAS READ AND ACKNOWLEDGES THE FOLLOWING:**

- 1) Permit fee(s) owed per City of Oakland Current Master Fee Schedule.
- 2) Refund request must be received prior to end date. Credit will only be approved for remaining future dates.
- 3) By signing below, applicant certifies that all information provided herein is true and correct to the best of their knowledge.

<b>Applicant's Signature</b> _____  <b>Date</b> _____  Print name and title under signature(s)	<p><b>THIS BOX FOR OFFICE USE ONLY</b></p> <hr/> Staff Preparing Permits _____ Date _____ <hr/> <b>SL200</b> _____ <b>SLX200</b> _____ <hr/> <b>CGS20</b> _____ <hr/> <b>X120</b> _____
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**Frequently Asked Questions FAQ's**  
**for Sewer Lateral (SL), Curb Gutter Sidewalk (CGS) and Excavation (X) Permits**

**1. What is a SL Permit?**

*Answer:* SL Permit allows a contractor with the appropriate contractor's license (see question 3 below) to install a sewer lateral in private property or in the City Right-Of-Way. Applicant must request for inspections at least 48 hours in advance of scheduled work. City Inspector will inspect the pipe material, connections, and requests compaction test results.

**2. How much does a SL permit cost?**

*Answer:* Rates are shown in "How Fees Are Calculated For SL, CGS, and X Permits" in Page 5.

**3. Who can apply for a SL permit?**

*Answer:* For Sewer lateral in private property, contractor must have Class B, C-36, C-42 or Class A license. For sewer lateral in private property and City Right-of-Way, contractor must have either Class C-42, C-57, or an A license. In addition, contractor must have a current valid Oakland Business License. If a homeowner wants to be a permit runner for the contractor, a signed company letter authorization from the contractor is required to allow the homeowner to obtain the permit under the contractor's license.

**4. What is a CGS Permit?**

*Answer:* CGS Permit allows a contractor with the appropriate contractor's license (see question 6 below) to install new or wider driveway, repair curb, gutter and sidewalk, repair a driveway, and install sidewalk underdrain in the City Right-Of-Way. Applicant must request for inspections at least 48 hours in advance of scheduled work. City Inspector will inspect the material, construction method, and paving, and requests compaction test results.

**5. How much does a CGS permit cost?**

*Answer:* Rates are shown in "How Fees Are Calculated For SL, CGS, and X Permits" in Page 5.

**6. Who can apply for a CGS permit?**

*Answer:* Contractors must have either Class B, C-8 or Class A license. In addition, contractor must have current valid Oakland Business License. If a homeowner wants to be a permit runner for the contractor, a signed company letter authorization from the contractor is required to allow the homeowner to obtain the permit under the contractor's license.

**7. What is a X Permit?**

*Answer:* X Permit allows a contractor with the appropriate contractor's license (see question 9 below) to excavate in the right of way for installing private underground utilities. Applicant must request for inspections at least 48 hours in advance of scheduled work. City Inspector will inspect the material, construction method, connections, paving, and requests compaction test results.

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**8. How much does a X permit cost?**

*Answer:* Rates are shown in “How Fees Are Calculated For SL, CGS, and X Permits” in Page 5.

**9. Who can apply for a X permit?**

*Answer:* Contractors must have either Class C-42, C-57 or Class A license. In addition, contractor must have current valid Oakland Business License. If a homeowner wants to be a permit runner for the contractor, a signed company letter authorization from the contractor is required to allow the homeowner to obtain the permit under the contractor’s license.

**10. If I don’t need the SL/CGS/X Permits, can I request a refund?**

*Answer:* A refund request form must be reviewed by the City inspector’s and approval by the supervisor. Refund requests are available on the City Cashier, second floor of 250 Frank Ogawa Plaza.

**11. How to request inspections for SL/CGS/X Permits?**

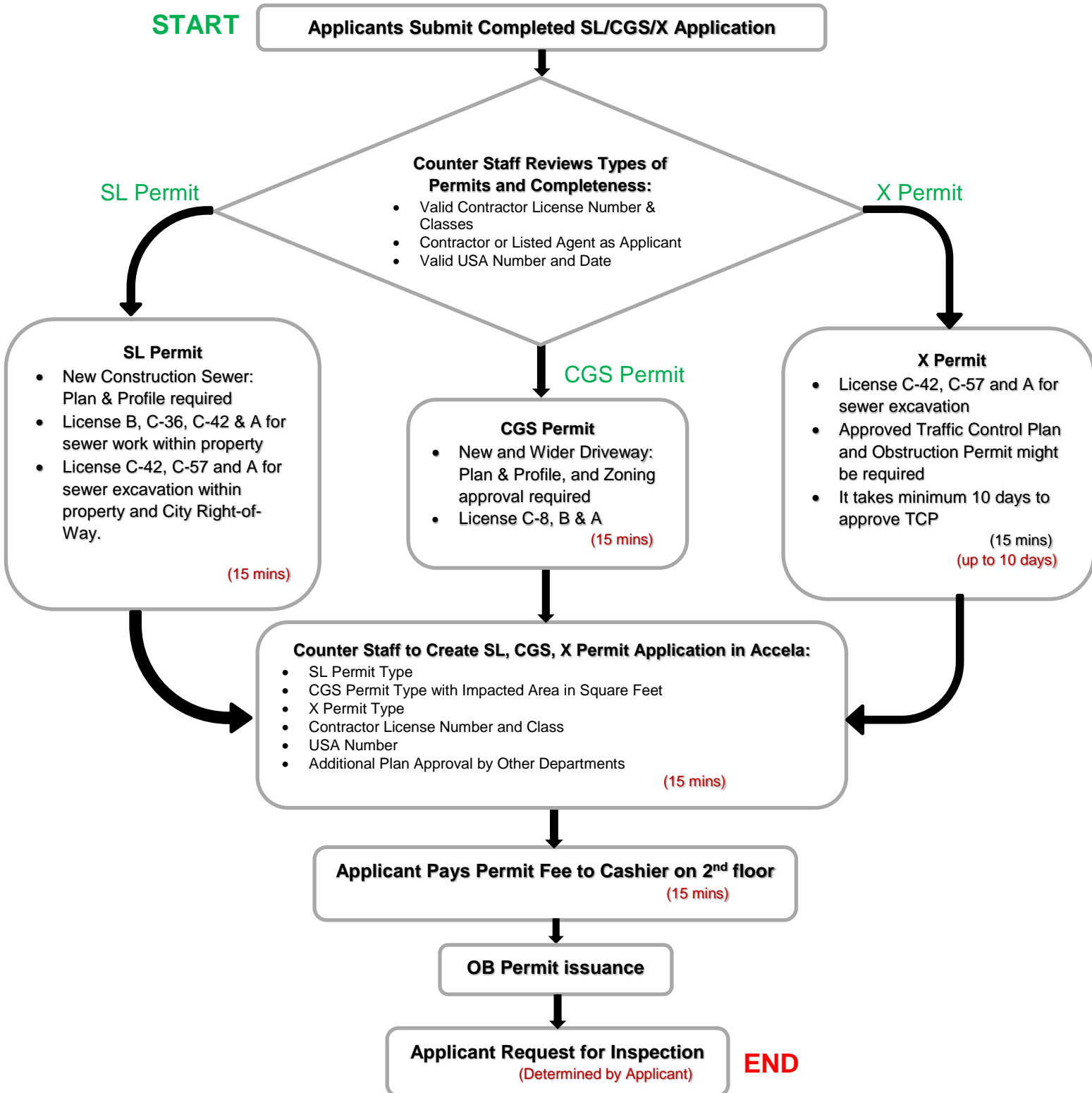
*Answer:* For SL Permits, call 510-238-3961 or email [pwa\\_inspects@oaklandnet.com](mailto:pwa_inspects@oaklandnet.com) for inspections two business days prior to construction. For CGS and X permits, call 510-238-3860 or email [pwa\\_inspects@oaklandnet.com](mailto:pwa_inspects@oaklandnet.com) for inspections two business days prior to construction.

**12. How can I contact USA (Underground Service Alert)?**

*Answer:* USA is Underground Service Alert (USA) and 811 is the phone number to call before digging to protect yourself and others from unintentionally hitting underground utility lines. USA numbers are required in SL/CGS/X permit applications.

**WHAT ARE THE STEPS TO OBTAIN SEWER LATERAL (SL), CURB GUTTER SIDEWALK (CGS) AND EXCAVATION (X) PERMITS ?**

These are over the counter permits and issued the same day but if sidewalk is closed or traffic control plan is required, the permit may take up to 10 days for review.



**HOW FEES ARE CALCULATED FOR  
SL, CGS, and X PERMITS**

Sewer Lateral (SL), Curb Gutter Sidewalk (CGS), and Excavation (X) Permits are based on the City of Oakland Master Fee Schedule for the current fiscal year:

**Sewer Lateral Permits\*\***

No.	Description **	Amount **	
1	Sewer Repair, Extension or Replacement including tap inspection		
	a. Within Private Property	315.00	Inspection
	b. Within Private Property and Sidewalk/Roadway	473.00	Inspection
2	Sewer, New Building Connection including tap inspection	911.00	Inspection
3	Sewer or Septic Tank Abandonment	267.00	Inspection

See Current City of Oakland Master Fee Schedule K-11

**Curb, Gutter, Sidewalk Permits\*\***

No.	Description **	Amount **	
1	Permit (includes maximum 2 hours of inspection)	315.00	Inspection
	a. Sidewalk and/or Driveway over 200 square feet	0.93	Square Feet
	b. Curb and Gutter over 35 linear feet	3.27	Linear Feet
2	Additional inspection hours		
	a. Normal Operating Hours	158.00	Hour
	b. Not During Normal Operating Hours	236.00	Hour
3	Driveway Appeals		
	a. Grade I – Minimum Code Deviations Requiring Limited Staff Time	568.00	Appeal
	b. Grade II – Code Violations Found During Plan Checking or Field Inspection Requiring Field Review by Management	568.00	Appeal
	c. Appeals for Projects in Design Stage	762.00	Appeal
	d. Appeals to City Council	762.00	Appeal

See Current City of Oakland Master Fee Schedule K-13 & K-14

**Excavation Permits\*\***

No.	Description **	Amount **	
1	Permit (includes 2 hours of inspection)	315.00	Inspection
2	Additional Inspection Hours		
	a. Normal Operating Hours	158.00	Linear Feet
	b. Not During Normal Operating Hours	236.00	Hour

See Current City of Oakland Master Fee Schedule K-11

**ADMINISTRATIVE \*\* Non-Refundable per Master Fee Schedule added to all permits**

1	Filing Fee	13.00	Each Permit
2	Application Fee	57.00	Each Permit
3	Record Management and Technology Fee	14.75%	Permit Total