

SANITARY/STORM TAP PROCEDURES



Requirements: Inserta Tee

Follow these steps for a more successful Inserta Tee installation, consistent with permitting requirements:

- Keep the area around the installation clean and free of all rough edges.
- Ensure that main lines are at least two pipe sizes larger than the tap. If this isn't possible, a manufactured tee with approved repair couplings may be used.
- Install the Inserta Tee according to the manufacturer's recommendation.

Clean Water Services inspects all sanitary and storm sewer taps in our jurisdiction. It is part of our commitment to protecting public health and the Tualatin River. As an owner or contractor connecting a service lateral to a Clean Water Services sanitary or storm sewer line, your notification and permit responsibilities include:

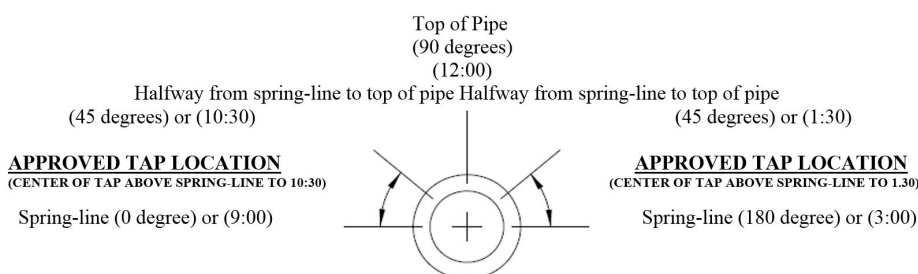
- Obtain all applicable right-of-way permits from Washington County.
- Address any backfill, compaction and asphalt requirements with Washington County.
- Obtain a Line Tap Inspection permit from Clean Water Services prior to construction.
- Contact CWS inspection staff a minimum of 24 hours prior to coring a sanitary or storm tap.
- Leave the tap exposed until Clean Water Services inspection staff have completed and accepted the physical inspection.



Requirements: Inside Drops

Does your sanitary/storm lateral tap into a manhole? The service connection tap must adhere to guidelines based on the type and size of the free-fall distance from existing outfall flowline to the new flowline. Details on these guidelines are available in drawings 080 and 090 in the CWS Design and Construction Standards, Appendix B.

Approved tap locations



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Requirements: Lateral Installation

When installing a new service lateral, use these guidelines and directions to ensure compliance with laws and permit requirements:

- Core-drill sanitary/storm taps using either a cylinder-style hole saw for plastic pipe or a diamond core bit for concrete or ductile iron.
- Ensure compliance with the Uniform Plumbing Code. Note that bends are not allowed within a public right-of-way. Place $\frac{3}{4}$ " minus gravel around the entire pipe zone, including 4" of gravel below the pipe to undisturbed ground and 6" of gravel above the top of the pipe.
- Place a direct burial magnetic tape – marked appropriately for either sanitary sewer or storm sewer – approximately 18 inches above the pipe.
- Equip all taps to manholes or catch basins with watertight couplings and non-shrink grout compatible with concrete or an approved equal grout, as noted in Chapter 8, section 8.02.1 (i) of the Design and Construction Standards.
- Ensure that no rock, dirt or other debris enters the mainline from the core-drilled hole.
- Connections made to a public line must be installed with a manufactured tee fitting or an Inserta Tee, unless otherwise approved by Clean Water Services.

Resources

- Explore the CWS permitting process: cleanwaterservices.org/development.
- Review administrative and technical requirements and Standard Details in the CWS Design & Construction Standards: cleanwaterservices.org/dnc.
- Reach the Clean Water Services Inspection request line at 503.681.4444.
- Contact Washington County about right-of-way permits and other requirements: 503.846.7623.



Required Permits

- Washington County right-of-way permit
- Clean Water Services Line Tap Inspection permit

Everything we do at Clean Water Services aims to protect public health while enhancing the natural environment of the Tualatin River Watershed.


Clean Water Services

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