



## New Water / Sewer Project

### General Information

Project Address	Date:
Project Name:	
Project Description:	
<input type="checkbox"/> Conditions of Approval letter is attached.	

### Applicant

Name:	Role: <input type="checkbox"/> Owner <input type="checkbox"/> Design Professional <input type="checkbox"/> Agent For <input type="checkbox"/> Contractor <input type="checkbox"/> Lessee/Tenant <input type="checkbox"/> Other
Address	
Email:	
Office Phone:	Mobile Phone:

### Plans Submittals

Over the course of the project, we will be submitting the following types of plans:

<input type="checkbox"/> Demolition Plans. Projects with on-site or off-site grading or building demolition.	<input type="checkbox"/> Excavation Plans Projects with tie-backs or other excavations that may interfere with existing or proposed water or sewer lines.
<input type="checkbox"/> Offsite Civil Depict new water and sewer service Connections. Requires concurrent submittal of Plumbing Plans.	<input type="checkbox"/> Onsite Civil Depict routing of on-site water and sewer, specification of grease interceptor.
<input type="checkbox"/> New Water or Sewer Main Design	<input type="checkbox"/> Developer's Agreement
<input type="checkbox"/> Plumbing <input type="checkbox"/> Backflow plan check; <input type="checkbox"/> Water service size plan check; <input type="checkbox"/> Grease Interceptor plan check	<input type="checkbox"/> Fireline
<input type="checkbox"/> Industrial Waste Permit	<input type="checkbox"/> Recycled Water Service

LBUD water crews will typically install domestic services (all sizes), irrigation services (all sizes), and firelines 2" and smaller. The contractor hired by the developer will typically install all sewer connections, firelines 4" and larger, and water and sewer mains.

## Long Beach Utilities Department

Project Address & Name:	Submittal Date:
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### Water/Sewer Construction Phase form

The contractor who performs the water and sewer installations shall possess a valid Class A, C-34, or C-42 California contractor's license as applicable. Prior to scheduling the pre-construction meeting, all items listed shall be completed:

On-Site Contact:	Mobile:
Applicant Business Name / DBA:	Office Phone Number:
Address:	
Contractor's License Number:	Class: <input type="checkbox"/> A <input type="checkbox"/> C34 <input type="checkbox"/> C42
Estimated Cost of Construction: \$	Contractor's Signature:

Required prior to Construction: (attach)

<input type="checkbox"/> City Capacity Charge Payment Verification (New sewer connections)	<input type="checkbox"/> LACSD Capacity Charge Payment Verification (New sewer connections)
<input type="checkbox"/> Material Submittals Approved by: _____ Date: _____	<input type="checkbox"/> Off-site / Plumbing Plans: Dwg #: _____
<input type="checkbox"/> Excavation permit	Approved by: _____ Date: _____
<input type="checkbox"/> Insurance (Where excavation permit is not required by Public Works. Please request sample insurance from the LBUD engineer and coordinate approval of the insurance.)	

**Long Beach Utilities Department**

Project Address & Name:	Submittal Date:
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**LBUD Water/Sewer Fees form**

**Typical Fees:** (Alternate fees may be assessed for more complex projects)

Item	Quantity	Cost per each	Subtotal
<b>Engineering Plan Check</b>			
<input type="checkbox"/> Backflow Plan Check (\$/hrs.)		\$86	
<input type="checkbox"/> Grease Interceptor Plan Check (\$/hrs.)		\$86	
<input type="checkbox"/> Engineering Plan Check (\$/hrs.)		\$86	
<b>Water Construction</b>			
Fire Hydrant Installation by LBUD:			
<input type="checkbox"/> At Cost (deposit)	_____ EA.	\$ _____	
<input type="checkbox"/> Kill tap for removal or relocation	_____ EA.	\$5,372	
<input type="checkbox"/> Kill Tap by LBUD		\$4,212	
<input type="checkbox"/> (Service not in Billing System)			
<b>Sewer Construction</b>			
<input type="checkbox"/> Permit to Construct 6" House Connection (Wye)		\$129	
<input type="checkbox"/> Permit to Connect to Existing 6" House Connection or Repair House Connection		\$129	
<input type="checkbox"/> Permit to abandon Existing House Connection		\$129	
<input type="checkbox"/> Permit to Construct 6", 8" or 10" House Connection to a Manhole		\$146	
<input type="checkbox"/> Inspection/Visit (\$/hrs.)		\$67	
<b>Other</b>			
<input type="checkbox"/>		\$	\$
<input type="checkbox"/>		\$	\$
<input type="checkbox"/>		\$	\$
<input type="checkbox"/>		\$	\$
Total		\$	\$

Prepared by:	<input type="checkbox"/> Fees Paid.
(LBUD)	Receipt No. WA-
(Date)	

OK to issue Excavation Permit:	Excavation Permit Number:
(LBUD)	(Date)

**Notes:**

1. Construction may not proceed until all requirements, as described on the design plan approved by LBUD, are complete and fees paid.
2. Notify LBUD inspection at least 48 hours prior to start of construction at 562-244-9334.

## Long Beach Utilities Department

### Construction Phase form Instructions:

1. Refer to LBUD Rules and Regulations, Appendices A & B for applicable fees.
2. Submittal shall be made via the applicable Laserfiche portal as found on our website at <https://lbutilities.org/>. Plan check order will be determined based on the date payment is received.
3. Payment Requirement may be made in person or mailed.

Checks made payable to "Long Beach Utilities Department" may be mailed to:

Long Beach Utilities Department  
c/o Water/Sewer Development Services,  
1800 E Wardlow Road, Long Beach, CA 90807

*NOTE: FedEx/UPS deliveries must be sent to 1841 E 33rd St, Long Beach, CA 90807.*

Cash or check payment may be made in person at the front counter at:  
1800 E Wardlow Road  
Long Beach, CA 90807.

LBUD Water/Sewer Development Services Office Hours:  
Monday – Friday 8:00 am – 12:00 pm and 1:00 pm to 4:30 pm.

4. Contractor shall attach all prerequisites. LBUD engineer shall verify all prerequisites and note any missing items.
5. LBUD engineer shall fill in fee table and sign "Prepared by" section.
6. Authorized LBUD engineer shall sign "Construction may Proceed" section after all prerequisites have been verified and fees paid.

### Sanitary Sewer Notes:

1. Additional improvements may be required based on the results of CCTV and manhole inspections performed by owner's contractor or LBUD Operations crews.
2. Field verification is required for sewer inverts.
3. Sawcut existing pavement and trench per alignment shown on plan. Excavate to minimum 1 foot below existing sewer main. Trench shall be adequately shored to support utility bridging and traffic loads.
4. Prior to placing the concrete manhole base, wrap existing sewer main in plastic to prevent bonding. Concrete base and stub walls shall be constructed in one operation to a point 2 inches (50 mm) minimum above the top of the inlet and/or outlet pipes. Concrete shall set for 24 hours before placing precast units and re-shaping flow channel.
5. Form flow channels in preparation of proposed sewer lateral construction per detail hereon. The channels shall be shaped and formed for a clean transition with proper hydraulics to allow the smooth placement of the proposed sewer lateral.
6. Cover trench with steel plates after concrete has set for the specified time. Install steel plate per LBUD WDS-128.
7. The contractor shall evaluate the sewer main to determine flow rate at different times of day. Installation of sewer manholes and cut-in wye may require a night work, or the contractor may be required to submit a bypass plan to LBUD for approval.