



CITY OF DIXON
600 EAST A ST.
DIXON, CA 95620-3697
PHONE (707) 678-7000

Building Info Building@cityofdixonca.gov

Instant Permit Residential Sewer Repair/Replace Requirements

Instant permits are available for a specific group of routine residential permits. It is critical to enter all of the necessary information and to provide all of the documents as required. Missing or incomplete information may result in additional fees and/or the need to submit for a new permit as directed by the field inspector.

Please visit the city Civic Access Portal City of Dixon, CA and log-in or create an account. You can review detailed instructions at Welcome to the Official Website of the City of Dixon Welcome to the Official Website of the City of Dixon, CA - Permits

Create account or log-in

Select [Apply for a Permit](#)

Select Plumbing (Residential) Sewer Line Instant Permit * then select [Apply](#)

1. Location - enter location and verify APN then select [Next](#)

2. Type – Enter description, square footage and valuation then select [Next](#)

3. Contacts – Enter Applicant, Contractor, Owner/Builder and Owner then select [Next](#)

4. More Info – Enter all required information and signatures as then select [Next](#)

5. Attachments – Construction Debris (signed), Declaration/Authorization (signed), Smoke/CO2 (signed), CSLB (upload current license), City of Dixon Business License (upload current license) and the Project Plans below

Required - Add Attachment Select Type Use Other – (Misc. Supporting Documentation) for the following Project Plans

- Site Plan showing the house and property lines**
- Materials and developed length of system or repair on the plans**
- Identify locations of pipe repairs or replacements and cleanouts**
- Open trench or trenchless replacement**
- Any large trees on the property and distance from the scope of work**

- **Apply for encroachment permit at [Welcome to the Official Website of the City of Dixon, CA - Applications, Permits & Fees](#) if a city connection or any sidewalk/street work is required.**

then select

Next

6. **Signature(s) – as required then select**

Next

7. **Review and Submit then select**

Next

8. **Fees – Follow payment instructions to complete the process**

Important – Please read the following

This permit type is for new and/or repaired/replaced residential sewer work.

A specific scope of work is required as well as a city encroachment permit depending on the location of the point of connection. Please consult with the City of Dixon Engineering Department for specific information for your address.

These permits will also include liner type of applications as well as "trenchless" installations.

Typical testing will require a 10 foot head of water to verify watertightness and will require a rough trench inspection with the pipe placed and shading of the bedding materials.

Camera testing is required for trenchless and liner work and may be required for piped installations. Please refer to our Residential Plumbing Sewer Line Instant Permit handout. This handout can be found on the City of Dixon permits page located here [Welcome to the Official Website of the City of Dixon, CA - Permits](#)

Inspections required

- 1. Underground plumbing/Rough** Plumbing system or section is complete and installed with proper fall, bedding and shading. 10 foot head of water is installed for test.
 - a) Test (10 foot head – 15 mins) CPC 712.2 or (Running water test for spot repairs, etc.)
 - b) Test (air ok for non plastic 5 psi for 15 mins) CPC 723.1 or
 - c) Test (Building sewer may be tested by plugging the end of the building sewer at its point of connection with the public sewer and completely filling the building sewer with water from its lowest to highest point) CPC 723.0
- 2. Final inspection** Backfill complete and any damage to property has been remedied. Encroachment permit to have been already been complete prior to this inspection.
- 3. Smoke and Co verification** Inspection/test of required smoke and CO alarms (inside) or signed declaration of installation from contractor or homeowner

Inspection requirements

1. To be successful with your inspections and avoid a cancellation, we require a few things on site:

- ✓ Please have your permit card and inspection card onsite. **NOTE: A digital copy is acceptable if/when the approved plans can be verified (city stamp) and shown to the inspector.** Paper plans and permits need to be with the responsible party or posted somewhere obvious and able to be seen clearly from a distance. At least one person 18 years of age or older shall be present for the inspection if there are minors at the jobsite.

- ✓ **When digital plans are not available** please have the approved job copy of plans (stamped, approved, signed and dated by City of Dixon Building Department with the correct size, as listed below, onsite with the required documents specific for your project.
 - Residential New Structures 24" x 36" minimum
 - Addition/Remodel 24" x 36" minimum
 - Patio Cover 11" x 17" minimum
 - Small Repairs 8.5" x 11" minimum
 - Pool/Spa 11" x 17" minimum
 - Solar 11" x 17" minimum
 - Commercial 24"x 36" minimum

- ✓ Unless previously discussed a person must be onsite to walk the inspection with the inspector

- ✓ Ladder Protocols - if a ladder is needed to conduct the inspection, a Type 3 ladder shall be provided by permit holder. The ladder shall be set up prior to the inspector's arrival and shall be securely tied down for safety.

- ✓ If anything needs to be inspected that is under floor, open trench, within walls, within the ceiling, etc it is up to the permit holder to leave it exposed until the inspection is completed. If the inspection area is covered (including not visible or accessible) it is at the cost of the permit holder to expose the area and repair the area after inspection.

- ✓ If there is an exposed hole be sure to clearly mark the area for safety if it is needed to be exposed for an extended amount of time.

- ✓ Keep the site clean and clear of trash. For safety pick up nails, scrap metal etc. If the inspector needs to replace their vehicle tires you will be charged a re-inspection fee.

****Be advised** if the project is not ready for the requested inspection, or if plans/documents are not on site, the inspector will result as NOT READY/CANCEL. If it happens more than one time, there may be re-inspection fees charged. Re-inspection fees must be paid in person before requesting another inspection. For general questions about the permit resubmittal process or requirements, please contact the Building Division at (707) 678-7000 x1789 or building@cityofdixonca.gov

Installation Requirements (Avoid Common Corrections)

- ✓ Water pipe min 12 inch above sewer if waste pipe material not allowed within building (clay, etc.) otherwise same trench OK. CPC 609.2
- ✓ Water pipe (thermoplastic) trench min 12 inch depth below grade and 16 inch plus pipe O.D. width or AMI CPC 314.4.1. Density of backfill not less than 85%.
- ✓ Plastic water pipe requires #14 blue tracer wire visible at ends CPC 604.10.1
- ✓ Trench may not undermine footing CPC 314.1. Not located less than 45 degrees below.
- ✓ Cleanout at drain/sewer junction CPC 719.1
- ✓ Cleanouts per CPC 707 and CPC 719
- ✓ Cleanout 2 feet from building terminate at grade CPC 719.1 and CPC 719.2
- ✓ Cleanouts required at P/L, end of line, horizontal change of direction greater than 135 degrees, and intervals not exceeding 100 feet. CPC 719.1
- ✓ Two-way ABS or Kelly fittings prohibited
- ✓ Listed/labelled fittings required
- ✓ Unlisted fittings for dissimilar materials prohibited
- ✓ Backwater valves are required (upstream of the cleanout) when fixtures are installed on a floor level that is lower than the next upstream manhole cover of the public, or private sewer shall be protected from backflow of sewage and cleanouts shall be labelled "backwater valve downstream" CPC 710.1

I have read and understand the requirements and limitations of the instant permit that I have applied for. I understand that work that has been performed beyond the scope of this permit type may be subject to additional fees including a separate permit without a refund of the permit pulled in error.

Name _____

Date _____