



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

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

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

Check Type of Sewer Lateral Permit
Repair/Replace Sewer on property, Sewer Excavation, New Construction Sewer, Abandon Sewer
One (1) Parking Space

Check Type of Curb, Gutter, Sidewalk Permit
New or Wider Driveway, Repair/Replace Sidewalk, Repair Driveway, Sidewalk Underdrain, Driveway Appeals
Gutter Length, Curb Length, Area (square feet), Number of Underdrain

Check Type of Excavation Permit
Soil Boring / Monitoring Well Excavation, UGS Tank Excavation, Others
Potholing, Water Meter

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) Licensed Professional certifies that they have adequate Workers' Compensation Insurance.
4) Licensed Professional has a valid Oakland Business License.
5) By signing below, applicant certifies that all information provided herein is true and correct to the best of their knowledge.

Applicant's Signature, Date, Print name and title under signature(s)
THIS BOX FOR OFFICE USE ONLY
Staff Preparing Permits, Date
SL190, SLX190, CGS19, X190



Frequently Asked Questions FAQ's
for Sewer Lateral (SL), Curb Gutter Sidewalk (CGS) and Excavation (X) Permits

1. What is an 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 an 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?

Scope of Work	Contractor License Classifications
Private Property	A, B, C-36, C-42
Private Property & City Right-of-Way	A, B+C-34, C-42,

In addition, contractor must have a current valid Oakland Business License. If a homeowner wants to be a permit runner for the contractor, a wet-signed letter on company letterhead 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?

Scope of Work	Contractor License Classifications
City Right-of-Way	A, B, C-8

Answer: 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 an 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.

8. How much does an 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 an X permit?

Scope of Work	Contractor License Classifications
City Right-of-Way	A, C-42, C-57

Answer: 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: Please call for inspections *two business days prior* to start of work or else subject to fine. To schedule an inspection, please see below:

SL/SLX permits	510-238-3651	pwa_inspections@oaklandca.gov
CGS permits	510-238-3860	DOT-inspections@oaklandca.gov
X permits	510-238-3860	utility-inspections@oaklandca.gov

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.

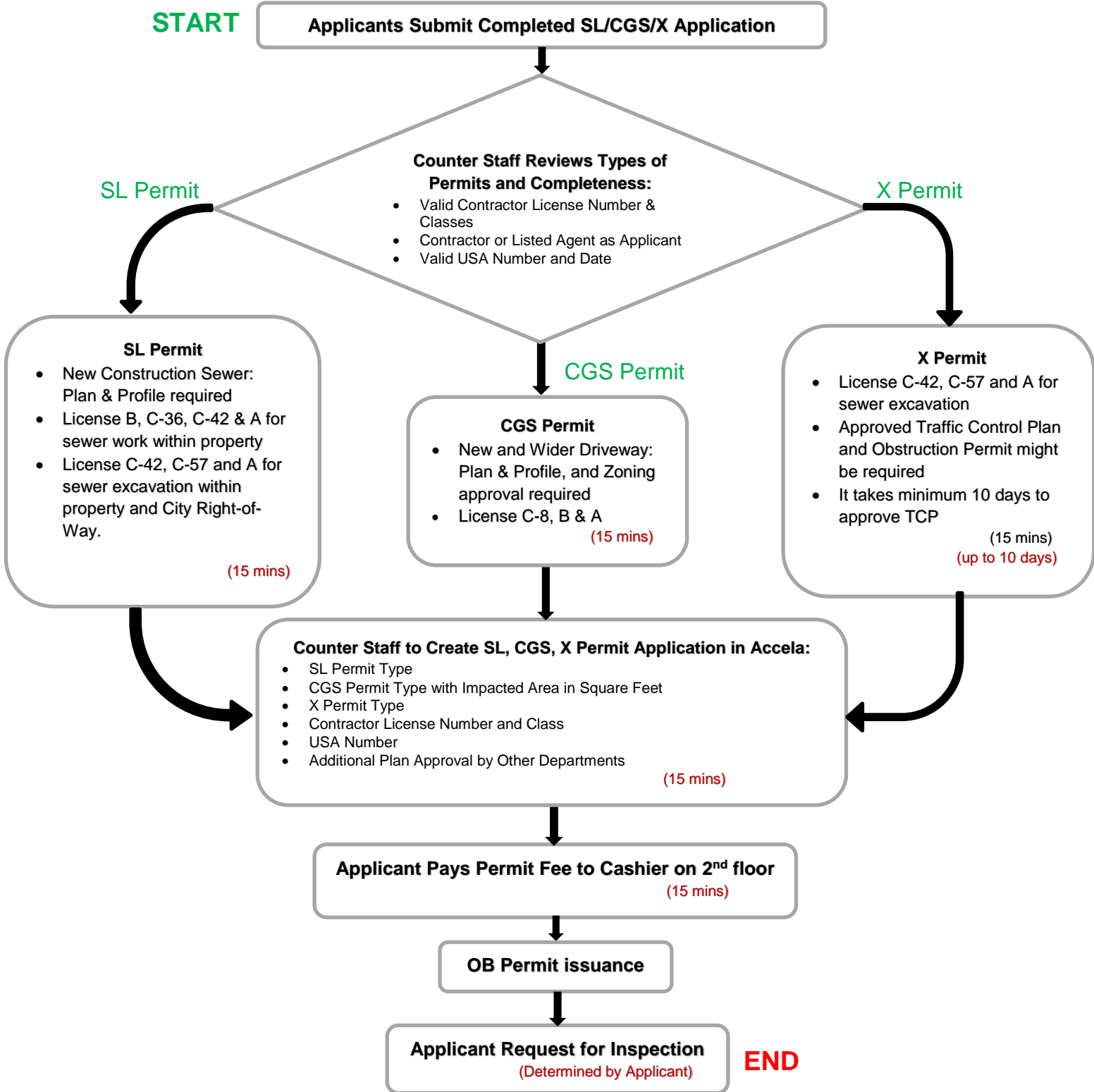
13. How do I know how long my PSL is good for?

Answer: Please visit <https://www5.eastbaypsl.com/pslcust/parcel/search> and type in your address. If the address has a certificate of compliance, you may download it to view expiration date. If no certificate is shown, applicant may follow steps as listed on this page to obtain a PSL.



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	344.38	Inspection
	b. Within Private Property and Sidewalk/Roadway	516.57	Inspection
2	Sewer, New Building Connection including tap inspection	992.33	Inspection
3	Sewer or Septic Tank Abandonment	290.89	Inspection

See Current City of Oakland Master Fee Schedule K-7

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