



COLLIER TOWNSHIP

www.colliertownship.net

COMMISSIONERS

Dawn Williams-Zabicki, President • Wayne M. Chiurazzi, Vice President • Rick Ruffennach • Debra L. Zymroz • Daniel A. Stycher

COLLIER TOWNSHIP SEWER DEPARTMENT SEWER CERTIFICATION TESTING INSTRUCTIONS AND DIRECTIONS

Effective February 1, 2020 Collier Township Sewer Department will no longer provide lateral certification testing services to applicants for a Municipal Lien Letter. Applicants will instead be required to hire their own plumber to complete the testing and submit the reports and video to the authority for review and approval. Plumbers performing the testing must be licensed in Allegheny County, and are required to meet all requirements of the Authority's Specification for CCTV Inspection of Private Laterals. The name(s) of personnel completing the testing and the name of the Registered plumber responsible for the accuracy of all information submitted will be included on the forms. For the applicant's convenience, a list of pre-qualified plumbers is appended to these instructions. Collier Township Sewer Department does not endorse any plumbers, and only provides this list in an effort to ensure the applicant's correctly completed report forms and video. Newly constructed residential dwellings will only require dye testing since the lateral construction is inspected by the Authority prior to occupancy. Existing residential dwellings will require both the CCTV video inspection and the dye test. The CCTV video inspection will remain valid for five (5) years with the dye test remaining valid for two (2) years upon proof of successful passing test results.

Following completion of the testing, the report forms and video must be submitted to the Authority either by hand or in electronic format (email). If submitting electronically, the report forms must be in a PDF format. Videos may be submitted on flash drive or by email or uploaded to an accessible file sharing website (hyperlink, upload to YouTube, Google Drive, etc.).

UPDATE: Due to the Corona Virus the Sewer Department's Office is closed to the public. All dye test forms & pictures must be submitted by email to info@collierctma.com. All Videos must be emailed or uploaded to an accessible file sharing website (hyperlink, upload to You Tube, Google Drive, etc.)

The applicant is required to provide access to their lateral piping for testing procedures. The video camera is typically inserted through an existing cleanout on the piping. However, if no such access exists, the applicant may be required to provide access through an excavation and have a new cleanout installed. The lateral piping will be evaluated by the Authority's Engineer per the National Association of Sewer Service Companies (NASSCO) condition grading system. Any lateral that is determined to be structurally deficient, shows sign of infiltration, or has roots present will require complete replacement or the installation of a cured-in place liner. The determination of the Authority's Engineer will be final.

The testing company/plumber will be responsible for dye testing all interior plumbing fixtures (sinks, lateral certification directions

laundry tubs, floor drains, showers and toilets) as well as exterior roof leaders, exposed stairwell drains, driveway drains, and other area drains located on the property. The testing company/plumber is responsible to verify that all internal plumbing fixtures are connected to the Sewer Department's sewer system and that there are no illegal connections to the Authority sewer system. If any of the internal plumbing fixtures is not connected to the Sewer Department's sewer system or if an illegal connection is discovered, it shall be the property owner's responsibility to have the problem corrected.

The testing company/plumber will be required to determine the existence and location of the site tee, sanitary sewer fresh air vent(s) as well as the sanitary sewer clean out and to verify that neither the fresh air vent nor the clean out acts as a conduit for surface water to enter the sanitary sewer system.

Photographs will be required to be submitted for the following:

- Fresh Air Vent
- Cleanout
- Site Tee (if applicable)
- Upstream & Downstream Manholes
- Deduct Meter Reading (if applicable)

The property must also be inspected in such a manner as to determine if there is a sump pump and any basement sump pumps that must be identified and the discharge point must be determined.

If the tests reveal that all internal plumbing fixtures are connected to the Authority sewer system, that there are no illegal connections, and that the lateral piping passes the NASSCO inspection, the property will be considered to have passed the tests and no further action is required. However, if the lateral requires replacement; lateral rehabilitation; or lateral connections removed or altered to meet compliance; such work is required to be inspected by the Sewer Department's representatives prior to the issuance of any municipal no lien letter.

When a Municipal Lien Letter is applied for, the applicant shall pay a fee of \$95.00, made payable to "Collier Township Sewer Department". Upon submission of a properly completed application and accompanying fee, the Applicant should arrange to retain a plumber to perform the dye testing and lateral certification testing inspection. Please make sure all sections and answers on the application are completed and answered and be certain to allow for your plumber to have adequate time to complete the testing and submit the required material to the Authority and allow sufficient time for review prior to any real estate closing date on the property.

We ask that you submit your application and fee to our office at least 20 days prior to the closing date. Once the testing has been completed and the reports and video have been submitted, reviewed and approved the Municipal Lien Letter will be issued by the Sewer Department.

A Common Lateral is a lateral that collects sanitary drainage from more than one house/building and conveys it to the public sewer in a single lateral. Basically, it is a shared lateral between two or more units and single point of connection to the sanitary sewer, and is generally not permitted by Collier Township Sewer Department.

A Deduct Meter records the amount of water that flows only to the exterior of your house and does not enter the sanitary sewer lines of Collier Township Sewer Department. In some cases a sprinkler system would warrant the use of a deduct meter and in most cases if a home owner has a sprinkler system and a swimming pool it would warrant the use of a deduct meter.

COLLIER TOWNSHIP SEWER DEPARTMENT DOES NOT ENDORSE ANY PLUMBERS, AND ONLY PROVIDES THIS LIST IN AN EFFORT TO ENSURE THE APPLICANT'S CORRECTLY COMPLETED REPORT FORMS AND VIDEO.

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1. Don Bigley Plumbing Company
34 Mitchell Drive
Carnegie, PA 15106
412-276-2736

 2. Whitney Plumbing
24 Ingram Avenue
Pittsburgh, PA 15205
412-365-4383



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Application # _____

APPLICATION FOR A MUNICIPAL LIEN LETTER

This application is to be returned with a check made payable to the Collier Township Sewer Department in the amount of **\$95.00** for processing the lien letter. The lien letter will be processed upon receipt of a properly conducted and approved lateral certification test. (All sections and questions are to be completed/answered. See definitions on page 2)

I, we, hereby apply to the Collier Township Sewer Department for a Municipal Lien Letter covering the following real estate and, as part of the application, provide to the Collier Township Sewage Department the following information. (information to be printed or typed)

Address of the property:

Is this property new construction?

YES _____ NO _____

Tax identification number (Parcel ID):

Did this property ever have a septic tank?

YES _____ NO _____

Full names, addresses and telephone number of the Owner(s) of the property:

Does the property have a deduct meter?

YES _____ NO _____

Is this property served by a common lateral?

YES _____ NO _____

Full names and current addresses and telephone number of the Purchasers of the property:

Current Pennsylvania American Water Company premise number:

Name and fax number of the Closing Company:

Closing Date: _____

Date Lien Letter Needed: _____

Representation of Applicant

I, we, hereby certify to the Collier Township Sewer Department, the prospective Purchasers of the property and to the Allegheny County Health Department that there are no improper or illegal connections located on this property that discharge into the Collier Township Sewer Department's sanitary sewer system.

I, we, further certify that there are no roof drains, driveway drains, surface drains, French drains, sump pumps or basement drains or other drains or connections to the sanitary sewer system which allow extraneous water to enter the sewer system. I, we, certify that the property contains an exterior trap and separate clean out as required by the Allegheny County Health Department and that the lateral is properly connected to the sanitary sewer system by our lateral.

Signed this _____ day of _____, 20_____.

Owner

Owner

If not signed by the Owner(s), the requesting party agrees to assume all liability of the Owner(s), including the liability of correcting any violations determined to exist by the inspection. (supply full name, address and telephone number)

Responsible party

Address

Phone number

REQUIRED PROCEDURE FOR IDENTIFIED FAILURES

Where dye tests or video inspections have identified failures (NASSCO condition failures, connection violation, etc.) and repairs/replacement to the resident's plumbing system are required, the property owner or agent must file a plan for repairs to the plumbing system with the ACHD Plumbing Division, including the payment of any filing fee, payable to ACHD Plumbing Division.

The required work must be performed by a Registered Plumber or the live-in property owner and inspected and approved by the ACHD County's representative and NIRA Consulting Engineers. Any repair work on individual plumbing and service laterals must follow the same procedures.

Copies of the repair plans must be filed with the Municipal Authority along with a copy of the ACHD permit and a copy of the ACHD final inspection report showing correction of the violations. Additionally, the Authority's engineer (NIRA) must inspect and approve the repair of the identified failures.

Allegheny County Health
Department South Hills
Plumbing Office
1100 Washington Avenue (Rear)
Carnegie, PA 15106
Telephone: (412) 278-2515
Fax: (412) 278-2521

NIRA Consulting Engineers, Inc.
950 Fifth Avenue
Coraopolis, PA 15108
Telephone: (412) 262-3970
Fax: (412) 262-1938

Collier Township Municipal Authority DYE TESTING REPORT FORM

Property Owner Name: _____

Date: _____

Testing and Report By: _____

Application No.: _____

Property Address: _____

Sketch of Property & Location of Legend Items

LEGEND

<u>ITEM</u>		<u>RESULTS</u>	
AD = Area Drain	SH = Shower	A = Abandoned	R = Road
CO = Cleanout	SK = Sink	C = Clogged	S = Surface
DD = Driveway Drain	SP = Sump Pump	E = Elevated	? = Undeterminable
FD = Foundattion Drain	SS = Sanitary Sewer	G = Ground	V = Violation
FLD = Floor Drain	T = Tub	M = Maintenance	X = Cross Connection
G = Ground	TO = Toilet	O = Observed Visually	
MH = Manhole	VE = Vent		
RL = Roof Leader	WD = Walk Drain		
SD = Stairwell Drain	WWD = Window Well Drain		

**Collier Township Municipal Authority
DYE TESTING REPORT FORM**

Date: _____

Application No.: _____

DESCRIPTION OF DYE TEST VIOLATIONS
(show location by number on sketch)

Item	Description	Corrective Action Needed
#1		
#2		
#3		
#4		

Exterior Information (Check all that apply):

_____ Lateral has Cleanout(s)	_____ ABS Lateral	_____ Structure Sits Below Road
_____ Lateral has Fresh-Air Vent	_____ VCP Lateral	_____ Structure Sits Above Road
_____ PVC Lateral	_____ Lateral Mat'l Unkn.	_____ New Structure
		_____ Pre-existing Struct.

Interior Fixture Information:

	# of Fixtures	# Fixtures Tested	Status (Pass/Fail)	Current Deduct Meter Reading:
Floor Drains				
Showers				
Sinks				
Tubs				
Toilets				

Notes: _____

Testing and Report By: _____

Plumber Name & Address: _____

Phone Number: _____

Fax Number: _____

Signature of Plumber

Registered Plumber H.P. Number

Collier Township Municipal Authority CCTV INSPECTION TESTING REPORT FORM

Property Owner Name: _____

Date: _____

Surveyed By: _____

Application No.: _____

Property Address: _____

Upstream MH	Downstream MH	Survey Direction	Lateral Pipe Size	Lateral Material
Sewer Use	Point of Access	Lateral Location	Weather	Ground Condition
Inspection Type	Length of Lateral	Length Televised	Highest Structural Grade	Highest O&M Grade
Infiltration Observed?	Sump Pump Connected?	Foundation Drain Connected?		
Yard Drain Connected?	Roof Leader(s) Connected?	Other Illegal Connections?		
Are Roots Present in Lateral?	Is this a Common Lateral?	Are All Fixtures Connected to Lateral?		

List of Violations

NO.	Violation Description	Notes

Comments

