

# Tap and Saddle Installation Permit

Use this checklist to verify if a Tap and Saddle Installation Permit is required.

## JURISDICTION

☐ Is the mainline in front of the property maintained by the Consolidated Sewer Maintenance District (CSMD)?

Verify by entering the property address into the Service Locator or Los Angeles County Sanitary Sewer Network - CSMD (links below).

[Service Locator \(lacounty.gov\)](https://pw.lacounty.gov)

[LA County Sewer Network Map](#)

The Sewer Maintenance Service section of FIND SERVICES in the Service Locator provides the contact information for the sewer provider (see highlighted information on the screenshot below).

### Sewer Maintenance Service

East Yard

For 24-hour Emergency Maintenance Service Call [1-800-675-HELP \(4357\)](tel:1-800-675-HELP)

### Consolidated Sewer Maintenance District

Consolidated Map Sheet No: E-2384

Sewage Units: 1

Assessment: \$50.50

### Saddle Connection: Available

For saddle connection permits: See Building Permits, under the Construction category.

For general inquiries during business hours please call [\(626\) 300-3399](tel:626-300-3399).

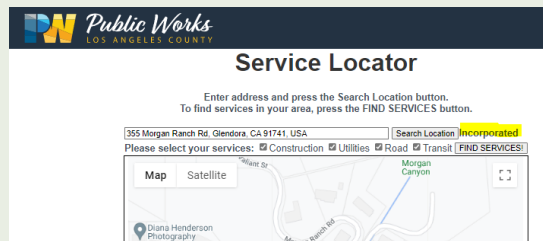
For more information, please visit the Consolidated Sewer Maintenance Districts home page at: <https://pw.lacounty.gov/smd/smd/index.cfm>

When the SMD Sewer Line is the only layer selected in the Sewer Network Map, the map only shows our mainlines. If your property has a mainline within 200 feet of the property, the property is maintained by CSMD.

## INCORPORATED OR UNINCORPORATED

Is the property within an incorporated or unincorporated County area?

The Service Locator provides this information (see highlighted portion of the screenshot below).



☐ Incorporated County Areas – Mainlines are owned by the city. CSMD maintains some incorporated areas. **OR** ☐ Unincorporated County Areas – Mainlines are owned by the County of Los Angeles

- ☐ Does the property have a stub to connect to?

Verify through the as-built sewer plan. Below is a link on how to obtain the as-built sewer plan.

[How to Locate As-Built Sewer Plans.pdf \(lacounty.gov\)](#)

If the property is maintained by CSMD and a stub is available to connect, a Tap and Saddle Installation Permit is not required. The permits listed in the New Sewer Connection section below are all required except for the Tap and Saddle Installation Permit.

If the property is maintained by CSMD and a stub is **not** available to connect to, the permits listed in the New Sewer Connection section below are all required.

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### NEW SEWER CONNECTION

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The following permits are required for a new sewer connection:

- ☐ Sewer Connection Permit
- Permits for incorporated areas are issued by the city (see Service Locator for contact information).
  - Permits for unincorporated areas are issued through EPIC LA ([epicla.lacounty.gov](#)) or by Public Works Building and Safety Division (B&S) (see Service Locator for contact information).
- ☐ Tap and Saddle Installation Permit
- Permits are issued through EPIC LA or by B&S.
  - Permits are only issued for properties that need to connect a new saddle into the mainline.
  - Accessory Dwellings Units (ADU) are typically connected to the existing lateral and do not require a Tap and Saddle.
- ☐ Road Excavation Permit
- Permits for incorporated areas are issued by the city.
  - Permits for unincorporated areas are issued by Public Works Land Development Division.
- ☐ Treatment and Disposal Permit
- Permits are issued based on the property location by one of the following agencies:
    - Antelope Valley  
Water and Sewer District  
Golden Valley Municipal Water District  
49744 – 3 Gorman Post Road  
Gorman, CA 93243  
(661) 248-8501  
M-F 8 a.m. – 12 noon
    - Calabasas/Malibu  
Las Virgenes Municipal Water District  
4232 Las Virgenes Road  
Calabasas, CA 91302-1994  
(818) 251-2100  
M-F 8 a.m. – 5 p.m.
    - County Sanitation Districts of Los Angeles County  
1955 Workman Mill Road  
Whittier, CA 90601  
(562) 908-4288 Ext. 2301  
M-F 7 a.m. – 4 p.m.
    - City of Los Angeles  
West Los Angeles Engineering District Office  
1828 Sawtelle Boulevard, 2nd Floor  
Los Angeles, CA 90025-5516  
(310) 575-8181  
M-F 7 a.m. – 4:30 p.m.