

### Preconstruction Planning

1. L&M Engineering will work with you to determine the location and depth of your sanitary sewer service connection. An onsite meeting will be held to identify an acceptable location.

### Construction of Project Works

2. The City will install the sanitary sewer main and service connection up to property line and will conduct quality assurance and testing of the new sanitary sewer.
3. Once construction and testing have been completed, the City will issue a *Notice to Proceed*, advising you that the new sewer is suitable for your connection.

### Plumbing Permit and Onsite Work

4. Your certified plumber may then apply for a plumbing permit from the City's Planning & Development Department. This application will be reviewed by a City building inspector and engineer and **requires a minimum of two days for approval**.
5. Your certified plumber will receive a call once the permit has been approved and work can proceed. Your plumber will then perform the work required to connect your home to the City's sanitary sewer service at property line.
6. Your certified plumber will need to call the City's Planning & Development Department at 250-561-7611 to schedule an inspection. Inspections are scheduled on a first-come-first-served basis, and are performed on weekdays between 9:30 and 11:30 am and between 1:30 and 3:30 pm. **Inspection requests should be made one business day in advance.**
7. The City building inspector will perform an inspection and use a pressure test (placed by your certified plumber) to check for leaks, as prescribed by s2.3.6.4 or s2.3.6.5 of the BC Plumbing Code.
8. City administration staff will complete the permit process.