



COUNTY OF LAKE
SPECIAL DISTRICTS ADMINISTRATION
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Lakeport, California 95453
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Mark Dellinger
Special Districts Administrator

Mainline Extension Procedures

Contact the appropriate Planning Department, (either City of Clearlake, 994-8201 or County of Lake, 263-2221) regarding obtaining a Notice of Determination. If the proposed mainline extension is one mile in length or less, and is not within the incorporated City of Clearlake, this requirement is waived.

Improvement plans prepared by a licensed civil engineer are required to be submitted to Special Districts in triplicate and the Department of Public Works

A \$100.00 deposit to Special Districts is required to prepare the Mainline Extension Agreement for the Board's approval.

The applicant hires a licensed underground contractor to construct the line per the **approved** plans. The contractor is responsible for obtaining an encroachment/trenching permit from the appropriate agency.

A pre-construction meeting is held in the field with the contractor, Special District's representative, inspector, City of Clearlake representative, (engineer and owner if appropriate). **The applicant is required to meet all of Special District's testing requirements before the District will accept the mainline extension into the county maintained system.**

After the work has been inspected and accepted by Special Districts, the engineer provides mylar "As-Built" maps that have been stamped and signed by the engineer.

Special Districts prepares a Dedication and Conveyance for the Board's approval. The applicant is required to have the document notarized prior to it being placed on the agenda.

Upon approval by the Board of the Dedication and Conveyance, the improvements become part of the system operated and maintained by the District.