



**City of Lake Forest Park  
Phase I  
Sanitary Sewer System Expansion  
On-Site Gravity System  
Property Owners  
General Information**

**Published by  
the City of Lake Forest Park  
Public Works Department**

## Introduction

This guide has been prepared with the goal of providing information to property owners intending to connect to the City of Lake Forest Park's sanitary sewer system via gravity.

## Frequently Asked Questions

**Q1. *My property currently does not have sewer service, but is in the area scheduled to receive sewers. Will I be required to connect?***

Answer: At this time, properties for which sewer is available are not required to connect. However, unconnected properties with sewer available are responsible for paying the City's capital facilities charge (currently \$3,819) upon change of property ownership.

**Q2. *I am planning on connecting. What should I do and who should I notify?***

Answer: Please contact:

Mr. Jesse Peterson  
City of Lake Forest Park  
Public Works Department  
Phone: 206-957-2836  
Email: [jpeterson@ci.lake-forest-park.wa.us](mailto:jpeterson@ci.lake-forest-park.wa.us)

You will then be sent an informational package that will provide additional information.

**Q3. *I'm not sure whether I will connect. Who do I contact if I have questions?***

Answer: Please contact Mr. Peterson at the phone or email above.

**Q4. *What will happen if I choose to not connect?***

Answer: The City will file a document with King County Records Division stating the City's requirement that the capital facilities charge be paid if there is a change in ownership. In addition, properties with onsite sewage systems will be required to obtain an annual license to operate the onsite system under a City program to be implemented in 2007. This charge for the license is \$25.

**Q5. *Even if I don't connect, will there be a charge for service?***

Answer: Properties with onsite sewer systems for which sewer service is available in accordance with Lake Forest Park Municipal Code Section 13.08.320 will be charged an excise tax. This tax will be billed bi-monthly and is currently set at \$12.06 per month. This monthly charge is currently equivalent to the monthly rate charged to residential customers less the amount passed on to King County Wastewater Treatment Division (KCWTD) for sewage conveyance and treatment.

**Q6. *When will the work start on the main line and when will we be able to connect?***

## General Information

Answer: The work on the main line is anticipated to start by Summer of 2007 and be substantially complete by Winter 2007. The on-site work could be started at anytime. It is suggested though that the on-site work be done at the same time as the main line work. It may also be possible for the homeowner to get a better price for the on-site work with the City's contractor. However, connections to the main line cannot be made until the new main line construction is accepted by Public Works. The main will be activated shortly thereafter.

**Q7. How can I find out about progress being made on the project?**

Answer: The City's web site (under Sewer) will be updated with pertinent information from time to time: [www.cityoflfp.com](http://www.cityoflfp.com).

**Q8. What am I responsible for?**

Answer: You will be responsible for the following:

- Sewer connection from house to side sewer stub-out at property line
- Abandonment of existing septic system, including King County Department of Health notification
- Landscaping restoration

**Q9. What is the City responsible for?**

Answer: The City is responsible for the following:

- Providing sewer service lateral to the property line
- Providing an acceptable on-site contractor list
- Inspection of on-site work
- Walk through and punch list with property owner and contractor

**Q10. How much will sewer service cost?**

Answer: Currently, residential customers pay \$40.01 per month, of which the LFP portion is \$12.06 and the KCWTD portion is \$27.95. Additionally, new sewer customers are responsible for a KCWTD capital facilities charge that is billed to customers directly by King County. Information about this charge is explained on the County's website at <http://dnr.metrokc.gov/wtd/capchrg/index.htm>.

**Q11. What can I expect as far as construction costs for the side sewer connection?**

Answer: The following is a breakdown of average or typical homeowner construction expenses and City fees:

Side sewer connection from house to property line	\$4,000
Landscape Restoration	\$1,000
Abandon Existing Septic System	\$800
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Subtotal	\$5,800
Sales Tax & Contingency (15%)	\$870
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Total	\$6,670
City Sewer Permit Fee	\$300
City Sewer Connection Fee	\$3,819
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<b>Grand Total</b>	<b>\$10,789</b>

## Steps for Connecting to the New System

The following are the steps that you and the Public Works Department will follow in the installation of the side sewer connection. These steps were designed to make the process as straight-forward and as easy as possible.

### Step I – Contact Public Works

Please contact the Public Works Department by calling or writing Mr. Jesse Peterson, City of Lake Forest Park Public Works Department, 17425 Ballinger Way NE Lake Forest Park, WA 98155-5556, ph. 206-957-2836 or email at [jpeterson@ci.lake-forest-park.wa.us](mailto:jpeterson@ci.lake-forest-park.wa.us) to let him know that you intend to connect during the initial construction. If you contact him using email or US mail, please provide the following information:

- A. Your name, mailing address, phone number(s), and email address(es), if available
- B. Address of the site to be connected
- C. Name of the legal owner (if different from yours)

Public Works will add your name to the list of those connecting, which will start the process for your property to be connected to the new sewer system. Public Works will then provide you with an information packet and arrange for a field visit to your property. You will need to discuss with the Public Works representative details of the new installation, location of your existing septic system, preferred location of the lateral sewer service stub, and other matters. If you know of any underground utilities or other obstructions on or near your property, please inform the Public Works representative of their locations. In order to minimize problems during construction, Public Works will maintain files with maps, plans, and other information for each and every property.

Please contact Jesse Peterson as soon as you have decided to connect.

After you have contacted Public Works, you will receive an Information Packet that will contain the following information:

- List of approved contractors from the Public Works Small Works Roster
- Other pertinent information

The City's Small Works Roster will provide you with names and contact information for contractors that have been approved by Public Works to perform the on-site work. The Roster will also include the name of the main line contractor as soon as it is known. All contractors shall meet the City standards and requirements for installation, cleaning, testing and startup of the systems.

Please provide Public Works with the notice of intent to connect as soon as possible. Your on-site work cannot begin until the easement for your property is signed and recorded with the King County Auditor. You will receive a copy of the recorded easement form for your records.

### Step II – Service Lateral

Contact Public Works after you have returned the notice of intent to connect to arrange an on-site meeting to discuss your situation and review the location of the service lateral.

### Step III – Construction

Having selected a general contractor, the property owner and the contractor should discuss and agree on the construction schedule. However, before the contractor can actually start work, a side sewer permit must be obtained from the Public Works counter at City Hall. This permit will require the contractor to develop a somewhat detailed drawing of the proposed installation, including details of materials to be used, schedule, and other pertinent information.

Upon obtaining the permit, the contractor may begin installation of the on-site system. All work must be coordinated and inspected by a Public Works Inspector.

### **Step IV – Completion**

Public Works will mail a notice to each property owner when the main line system is ready for activation. If your gravity system has already been installed by that time, the final connection from your home's drain pipe to the gravity main must be made, diverting the wastewater flow from your septic tank to the new sewer system. The Health District requires that you then pump out your old septic tank, and abandon or decommission it by filling it with sand or gravel.

It is difficult to provide detailed procedures or a plan that will work for all situations. Starting with the first site visit by the Public Works representative mentioned in Step I, a more specific or detailed plan can be discussed and developed with the property owner for his or her situation. The basic steps and procedures are outlined below in the Property Owner's Checklist.

