

Tap & Saddle Installation
Sewer Maintenance Division
COUNTY OF LOS ANGELES
DEPARTMENT OF PUBLIC WORKS

Permit Number: SWRCXXXXXXXXXX
 Date Issued: DD/MM/YYYY

Applicant Name: XXXXXX, XXXXX

Telephone:

Tap & Saddle Installation Locations Details:

Property Address: 12345 Via Joyce Drive

City: Santa Clarita

APN Number: XXXX-XXX-XXX

Sewer Maintenance Operations Map: 1373

Sewer Maintenance Yard: N

The above listed applicant hereby applied for the following service provided by the County of Los Angeles in accordance with the Los Angeles County Code. **Tap and Saddle Installation (Section 20.32.200)**

INSTRUCTION TO SEWER CONTRACTORS

1. The Sewer Maintenance Districts are equipped to install saddles on Vitrified Clay Pipes (VCP) only. Special arrangements will be necessary for saddle installations on plastic pipes. Allow additional time for non-VCP saddle installation. Notify the Dispatcher if a saddle is to be connected to a material besides VCP. If the material is lined, the contractor must provide an Inserta Tee.
2. The contractor must give notice 48 hours in advance of the time he will be ready for the saddle to be installed. There will be no installations on Mondays or Fridays, and none after 4:00 PM. Please see instruction on how to schedule an appointment for Tap and Saddle.
3. The contractor will furnish the saddle. Please see attached standard plan.
4. The Sewer Maintenance Districts' personnel will tap the pipe and install the saddle.
5. The contractor is responsible for all excavations, barricades, lanterns, backfills, and resurfacing.
6. In requesting the saddle installation, the contractor should keep in mind that the excavation must be complete before the County Public Works' forces arrive since they cannot wait on the job.
7. The saddle installation is a separate operation from the laying of the lateral pipe that provides the house connection and from the connection of the building waste line to the lateral; therefore, after the saddle is placed on the main line sewer pipe, the contractor should follow the same procedure established by the Division of Building and Safety as for a house connection to a "Tee" or "Wye" Branch.
8. The Contractor must excavate the sewer trench and expose the upper two-thirds of the barrel of the main line sewer pipe where the saddle is to be applied. The trench shall be adequate in width to accommodate SMD personnel and braced in accordance with Trench Safety Orders of the State of California. No saddles will be installed on any length of pipe which already has an existing branch. If ground water is present, the contractor must provide equipment and labor to keep the trench dry during the installation.

ROAD RIGHT-OF-WAY EXCAVATION PERMIT

When it is necessary to excavate in the road right-of-way to install a tap and saddle or a new sewer lateral, a "Work in the Road Right-of-Way Permit" must be obtained from the City where the work is being done or from the Los Angeles County Public Works - Land Development Division - Permit Section if the work is in Unincorporated LA area. For service locator, please go to <https://dpw.lacounty.gov/general/servicelocator/>

How to Schedule An Appointment for Tap and Saddle

Step 1: Locate and Open the Permit from My Work

- Click on Permit link

The screenshot shows the EPIC LA web application interface. The top navigation bar includes 'Home', 'Dashboard', 'Apply', 'My Work', 'Transportation', 'Building Permit Help', 'Customer Survey', 'Map', 'Pay Invoices', 'Report', 'Search', and 'Help'. The 'My Work' section is active, with 'MY PERMITS' highlighted. Below this, there is a search bar and a 'Display' dropdown menu set to 'All'. A table lists permits with columns for Permit Number, Project, Address, Permit Type, Status, and Attention Reason. The first row, for permit SWRC2, is highlighted, and an arrow points to the permit number.

Permit Number	Project	Address	Permit Type	Status	Attention Reason
SWRC2	7		Sewer Tap & Saddle Installation - Fee only	Active	
FC		9700 E. ...			

Step 2: Request Inspection

Summary tab

- Click on Request

The screenshot shows the 'Summary' tab for permit SWI...17. The permit details include: Type: Sewer Tap & Saddle Installation - Fee only, Status: Issued, and Project Name: [redacted]. The 'Summary' tab is selected, and the 'Request Inspection' button is highlighted. The 'Progress' section shows 0% completed. The 'Workflow' section lists three inspection tasks, two of which are scheduled for Tu, W, Th 10am-2pm. The 'Available Actions' section includes a 'Request Inspection' button.

Permit Number: SWI...17

Permit Details | Tab Elements | Main Menu

Type: Sewer Tap & Saddle Installation - Fee only Status: Issued Project Name: [redacted]

Summary | Locations | Fees | Inspections | Attachments | Contacts | Sub-Records | More Info

Progress: 0% Completed

Workflow:

- Inspection - (Tu,W,Th 10am-2pm) - Scheduled
- Inspection - (Tu,W,Th 10am-2pm) - Scheduled
- Inspection - (Tu,W,Th 10am-2pm) -

Available Actions:

- Request Inspection (DPW - Permit - Sewer Connection) - Request

Step 3: Request Date/Time

Requested Date

- Select a date
- Enter your preferred time

Reminder:

- You must give a minimum notice of 2 business days in advance.
- Appointments are ONLY Tuesday, Wednesday, Thursday from 10am - 2:pm

[Back](#)

Request Inspections (1)

*REQUIRED

1 #SWRC2019000017

Inspection Type: Tap and Saddle Connection Case Type: Sewer Tap & Saddle Installation - Fee only

Address:

Reminder:

- You must give a minimum notice of 2 business days in advance
- Appointments are ONLY Tuesday, Wednesday, Thursday from 10am - 2pm

* Requested Date

Enter Requested Time & Gate Code/Special Instructions

Submit

1 Case #SWRC2019000017


Inspection Type: Tap and Saddle Connection

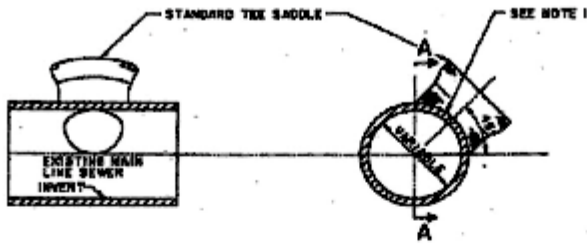
Case Type: Sewer Tap & Saddle Installation - Fee only

Address:

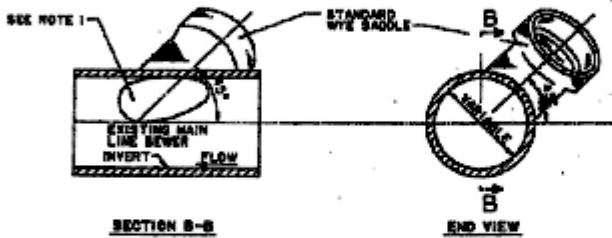
Requested Date 09/16/2021

Enter Requested Time 11am

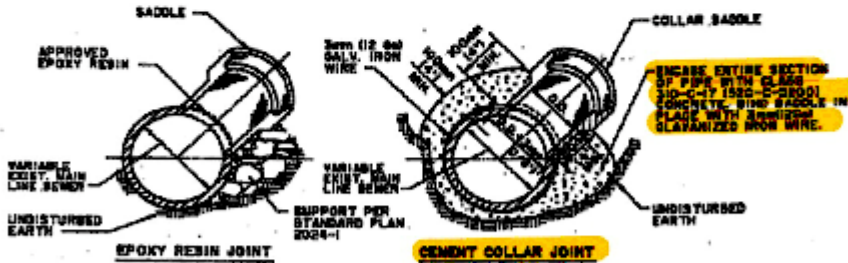




SECTION A-A
TEE SADDLE INSTALLATION



SECTION B-B
WYE SADDLE INSTALLATION



TEE OR WYE SADDLE JOINTS AND SUPPORT

LOS ANGELES COUNTY DEPARTMENT OF PUBLIC WORKS

SADDLES FOR HOUSE LATERALS

STANDARD PLAN
 METRIC

2025-2

APPROVED *Thomas O. Gibbons* 5/31/1992

1995, 1999

DIRECTOR OF PUBLIC WORKS

DATE

REVISORS

SHEET 1 OF 2

NOTES

1. A WYE OR TEE SADDLE SHALL BE INSTALLED BY CUTTING A NEAT HOLE CONFORMING TO THE INSIDE DIAMETER OF THE SADDLE WHEN USING A SADDLE WITHOUT COLLAR AS SHOWN IN EPOXY RESIN JOINT DETAIL. WHEN USING A SADDLE WITH COLLAR THE DIAMETER OF THE HOLE SHALL BE OUTSIDE DIAMETER PLUS 5mm(1/8") AS SHOWN IN CEMENT COLLAR JOINT DETAIL.
2. BROKEN PIECES FROM CUTTING OF THE MAIN LINE SEWER MUST BE EXTRACTED CAREFULLY PRIOR TO PLACEMENT OF THE SADDLE.
3. THE SADDLE SHALL BE CEMENTED INTO PLACE USING CLASS 'D' CEMENT MORTAR PER SECTION 201-5.1 OR OTHER CEMENTING AGENT APPROVED BY THE DEPARTMENT. THE SADDLE SHALL BE HELD SECURELY IN PLACE WHILE THE CEMENT OR OTHER APPROVED CEMENTING AGENT SETS. THE INSIDE OF THE JOINT BETWEEN PIPE AND SADDLE SHALL BE FILLED WITH CEMENTING MATERIAL AND NEATLY ROUNDED.
4. FOR INSTALLATION OF TEE SADDLE FOR CHIMNEY BASE REFER TO NOTES ABOVE AND APWA STANDARD PLAN 220, NOTE 6.
5. DIMENSIONS SHOWN ON THE PLAN FOR METRIC AND ENGLISH UNITS ARE NOT EXACTLY EQUAL VALUES. IF METRIC UNITS ARE USED, ALL VALUES USED FOR CONSTRUCTION SHALL BE METRIC VALUES. IF ENGLISH UNITS ARE USED, ALL VALUES USED FOR CONSTRUCTION SHALL BE ENGLISH VALUES.

LOS ANGELES COUNTY DEPARTMENT OF PUBLIC WORKS

SADDLES FOR HOUSE LATERALS

STANDARD PLAN
METRIC
2025-2
SHEET 2 OF 2