



Engineering Department | 2500 Pittsburg-Antioch Hwy | Antioch, CA 94509 | (925) 756-1900

Citizen Self Service Guide

Step-by-Step Instructions for Online Sewer Permitting

Table of Contents

Welcome to Delta Diablo’s Citizen Self Service	2
SECTION I: REGISTERING & LINKING YOUR ACCOUNTS.....	3
Step 1: Registering	3
Step 2: Linking a Customer Account (optional).....	6
Step 3: Linking a Sewer Permit Account (optional).....	8
SECTION II: HOW TO APPLY FOR A SEWER PERMIT	10
SECTION III: HOW TO CHECK THE STATUS OF A SEWER PERMIT	21
Login to Account	21
Application Details	22
Permits & Fees	24
Plan Reviews (Bay Point only).....	25
Inspections (Bay Point only).....	26

Welcome to Delta Diablo's Citizen Self Service

Delta Diablo Citizen Self Service is the online permitting portal that allows users to easily and conveniently apply for a permit to connect to Delta Diablo's sewer system.

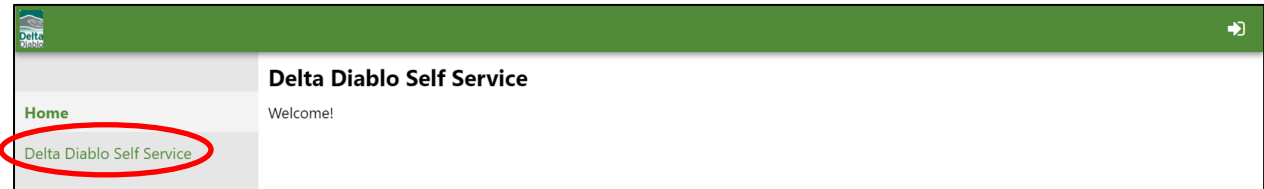
We hope you find these instructions helpful, however if you have questions during the registration or application process, please contact Delta Diablo's Engineering Department at (925) 756-1900 x1343 during the hours of 8:00 am-5:00 pm Monday through Friday. You may also send an email to permits@deltadiablo.org for assistance.

The following pages will give step by step instructions on how to set up your account and apply for a sewer permit.

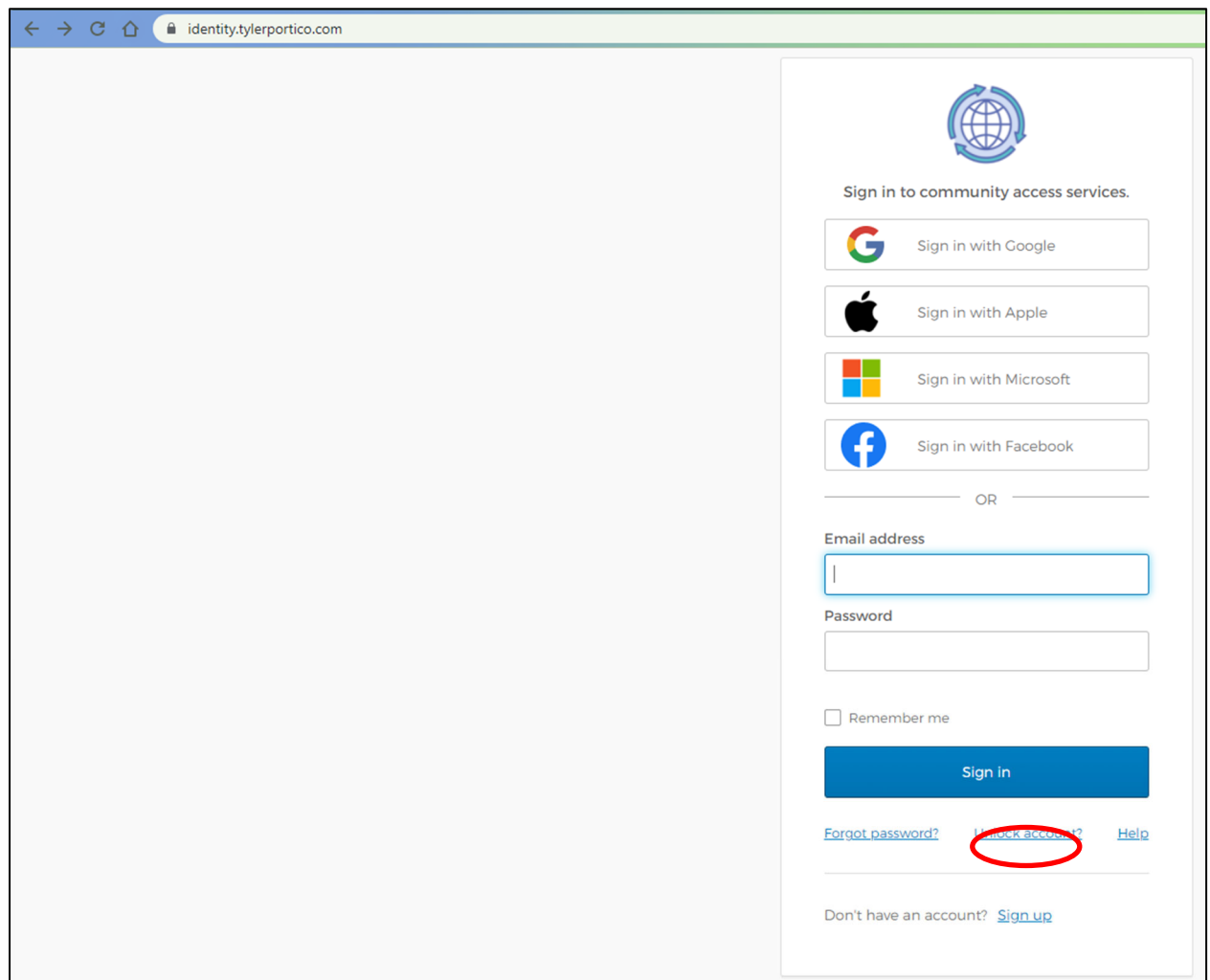
SECTION I: REGISTERING & LINKING YOUR ACCOUNTS

Step 1: Registering

To access the Citizen Self Service portal, go to: <https://www.deltadiablo.org/onlineservices> on your browser. Select **Delta Diablo Self Service**.



You can use your existing Google, Apple, Microsoft or Facebook account to access the online portal. Select the desired sign-in bar and follow the instructions on the screen. You can then proceed to Step 2. If you would like to create a separate account, click **Sign Up** to set up a new account.



Complete the Create an account fields and click **Sign up**. Most browsers will have the option to save your login details. Whether or not you store your login on your browser, we recommend that you additionally document and save your User ID and password in a secure location.

identity.tylerportico.com/signin/register

Create an account

Email *

Password *

First name *

Last name *

* indicates required field

Sign up

[Back to sign in](#)

After clicking “Sign up”, a verification email will be sent to the email you used to register.

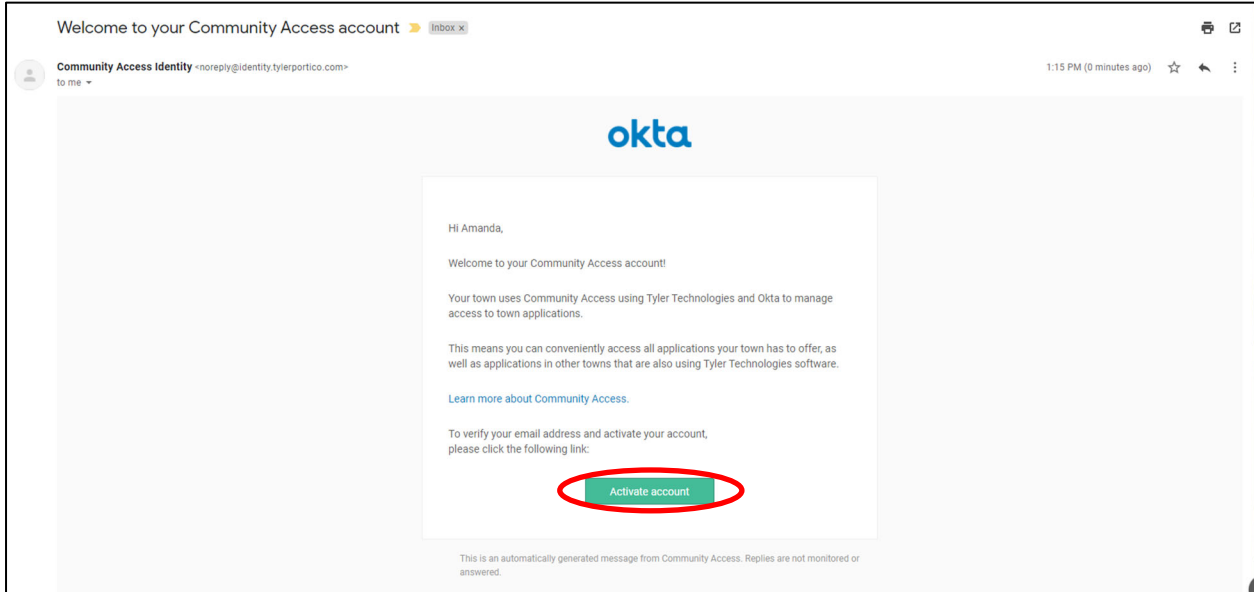
identity.tylerportico.com/signin/register-complete

Verification email sent

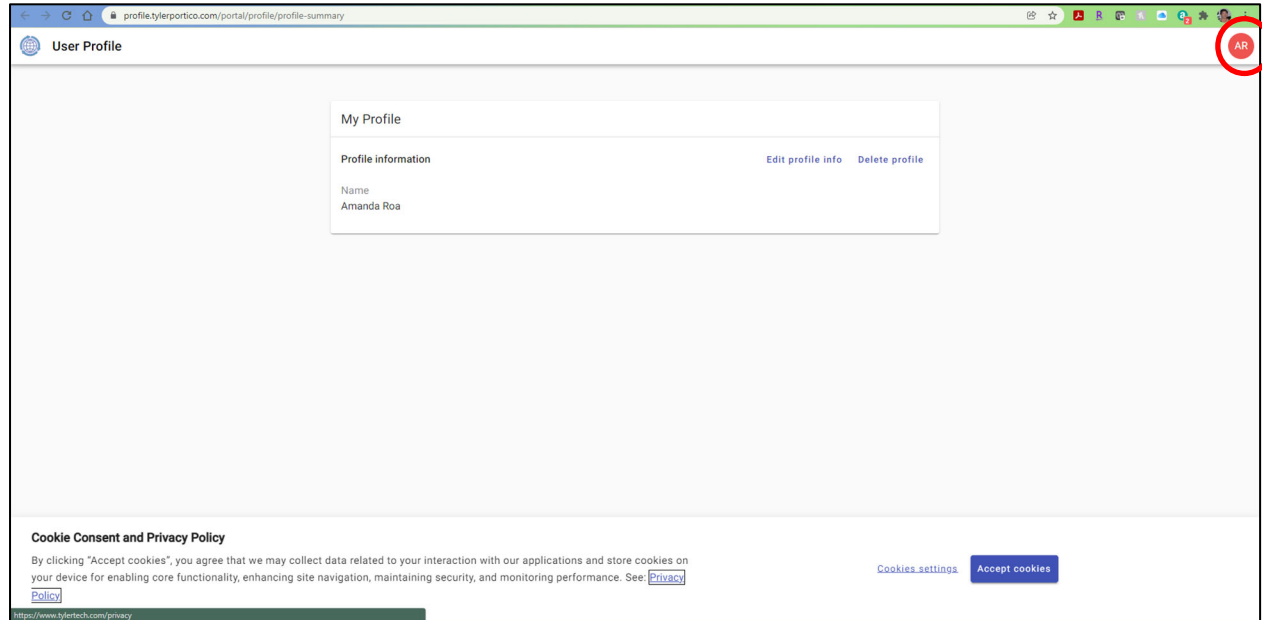
To finish signing in, check your email.

[Back to sign in](#)

Complete the registration process by checking your email (example below) and clicking the “Activate account” button in the email.



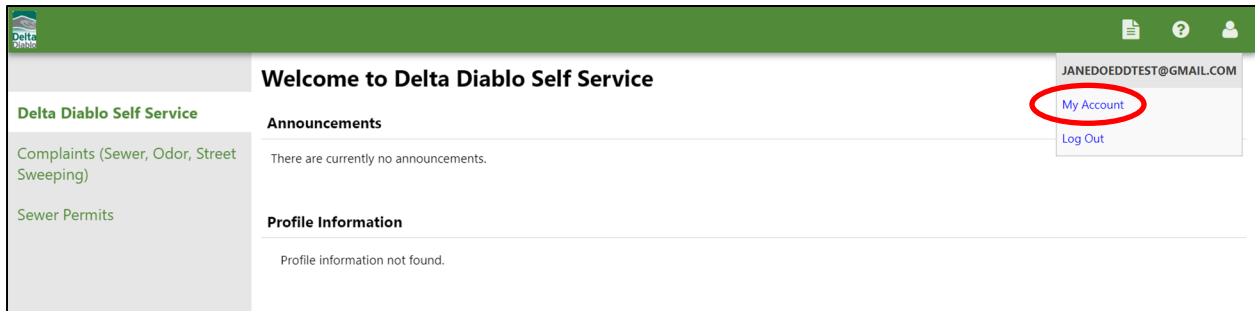
After clicking on “Activate account” link, the following screen will pop up. You can sign out of this page using the circle with your initials at the top right-hand corner.



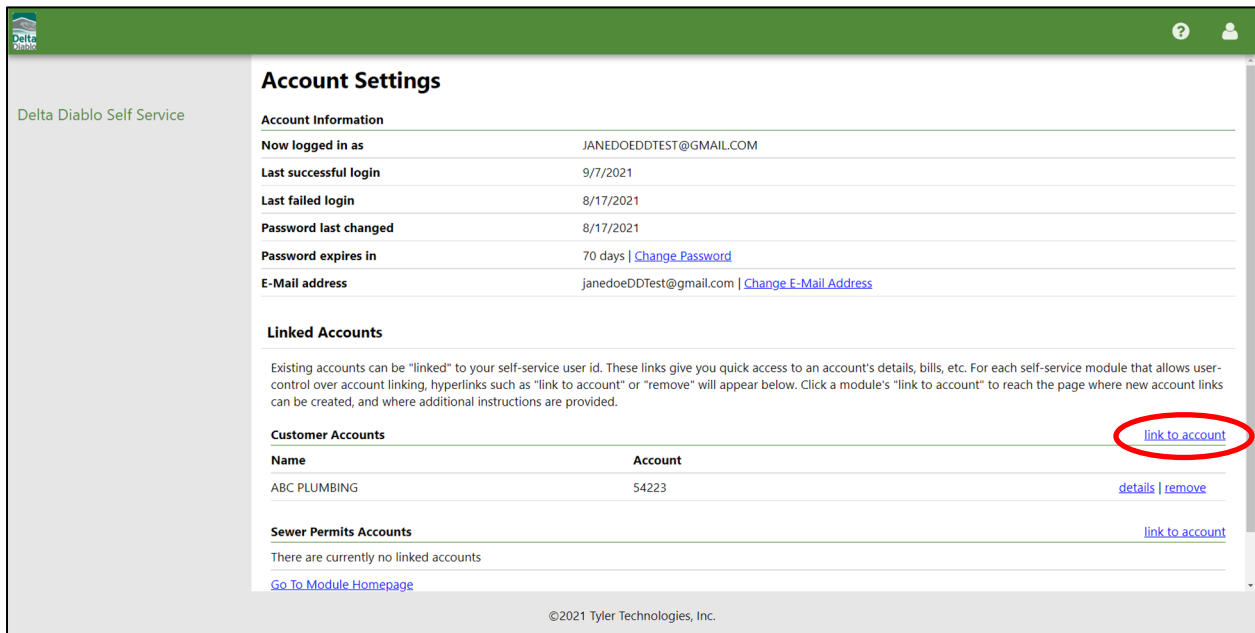
Step 2: Linking a Customer Account (optional)

If you are a developer or contractor and/or would like to manage your application(s) online, linking your Customer Account to a Customer ID will be necessary. First, call (925) 756-1900 x1343 or email permits@deltadiablo.org to obtain your Customer ID and the exact name and phone number associated with your account.

Once you've obtained your Customer ID, log in and click on **My Account** in the drop-down menu from the profile icon in the upper right-hand corner.



First you will link your User ID to your Customer Account. Click **link to account** to the right of Customer Account.



Enter the **Customer ID**, **Name** and **Phone Number** you received from Delta Diablo staff. Click **Submit**.

Customer Account Linking
Create new Customer Account Link

To establish a new Customer Account Link, enter the required values below

Customer ID or Account Number *

Name *

Phone number *

* Indicates required field

You should now see your Customer Account listed under your user login.

Account Settings

Account Information

Now logged in as	JANEDOEDDTEST@GMAIL.COM
Last successful login	9/7/2021
Last failed login	8/17/2021
Password last changed	8/17/2021
Password expires in	70 days Change Password
E-Mail address	janedoeDDTest@gmail.com Change E-Mail Address

Linked Accounts

Existing accounts can be "linked" to your self-service user id. These links give you quick access to an account's details, bills, etc. For each self-service module that allows user-control over account linking, hyperlinks such as "link to account" or "remove" will appear below. Click a module's "link to account" to reach the page where new account links can be created, and where additional instructions are provided.

Customer Accounts		link to account
Name	Account	
ABC PLUMBING	54223	details remove

Sewer Permits Accounts [link to account](#)

There are currently no linked accounts

[Go To Module Homepage](#)

Step 3: Linking a Sewer Permit Account (optional)

In order to see all sewer applications associated with your Customer ID, you must also link a Sewer Permit Account. Click **link to account** to the right of Sewer Permits Accounts.

Delta Diablo Self Service

Account Settings

Account Information

Now logged in as	JANEDODTEST@GMAIL.COM
Last successful login	9/7/2021
Last failed login	8/17/2021
Password last changed	8/17/2021
Password expires in	70 days Change Password
E-Mail address	janedodtest@gmail.com Change E-Mail Address

Linked Accounts

Existing accounts can be "linked" to your self-service user id. These links give you quick access to an account's details, bills, etc. For each self-service module that allows user-control over account linking, hyperlinks such as "link to account" or "remove" will appear below. Click a module's "link to account" to reach the page where new account links can be created, and where additional instructions are provided.

Customer Accounts		link to account
Name	Account	
ABC PLUMBING	54223	details remove
Sewer Permits Accounts		link to account
54223		details

[Go To Module Homepage](#)

Enter the **Customer ID** and **Name** you received from Delta Diablo staff. Click **Submit**.

Delta Diablo Self Service

Sewer Permits Account Link Setup

Complaints (Sewer, Odor, Street Sweeping)

Sewer Permits

Contact Us

* Indicates required field

What is the ID of this customer? *

54223

What is the exact customer name? *

ABC PLUMBING

[Submit](#) [Cancel](#)

You should now see your Customer Account listed under your Sewer Permits Account. Click on **Go To Module Homepage** to see applications associated with your account.

Account Settings

Account Information

Now logged in as	JANEDOEDDTEST@GMAIL.COM
Last successful login	9/7/2021
Last failed login	8/17/2021
Password last changed	8/17/2021
Password expires in	70 days Change Password
E-Mail address	janedoeDDTest@gmail.com Change E-Mail Address

Linked Accounts

Existing accounts can be "linked" to your self-service user id. These links give you quick access to an account's details, bills, etc. For each self-service module that allows user-control over account linking, hyperlinks such as "link to account" or "remove" will appear below. Click a module's "link to account" to reach the page where new account links can be created, and where additional instructions are provided.

Customer Accounts [link to account](#)

Name	Account	
ABC PLUMBING	54223	details remove

Sewer Permits Accounts [link to account](#)

54223		remove
-------	--	------------------------

[Go To Module Homepage](#)

©2021 Tyler Technologies, Inc.

You should now see your account information under the Sewer Permits heading. Click on **Applications and Inspections** to review the sewer applications associated with your account.

Sewer Permits

Linked Accounts

[Link to Account](#) | [Apply Online](#)

Select customer from your linked accounts

Customer ID	Customer Name	Location	Permitting
54223	ABC PLUMBING	ANTIOCH	Applications & Inspections

You can now review and see details about any sewer permit applications associated with your account.

The screenshot shows the 'Sewer Permits Search Results' page. The left sidebar contains navigation options: Delta Diablo Self Service, Complaints (Sewer, Odor, Street Sweeping), Sewer Permits, Accounts, Contact Us, Search Results, and New Search. The main content area displays 'Sewer Permits Search Results' with a sub-header 'Applications (2 Active found)'. A table lists two active applications:

Location / Subdivision	Owner/Contractor	Parcel ID	Status	Reference	Fees	Due	Details
2500 PITTSBURG ANTIPOCH HIGHWAY	CCC SANITATION DISTRICT #7 A / ABC PLUMBING	74040037	ACTIVE	SAR-2021-100	\$5,033.00	\$5,033.00	Details
2500 PITTSBURG ANTIPOCH HIGHWAY	CCC SANITATION DISTRICT #7 A / ABC PLUMBING	74040037	ACTIVE	SBR-2021-5	\$4,340.00	\$4,340.00	Details

Below the table, it shows 'Inspections * (0 Unperformed found)' with the message 'Found no Inspections matching the search criteria.' There are checkboxes for 'Show active Applications only' and 'Show unperformed Inspections only'. A footer note states '* List only includes inspections with no associated application.'

SECTION II: HOW TO APPLY FOR A SEWER PERMIT

To access the Citizen Self Service portal, go to: <https://deltadiablo.org/oneservices> on your browser. Select **Delta Diablo Self Service** to login.

The screenshot shows the 'Delta Diablo Self Service' home page. The left sidebar has 'Home' and 'Delta Diablo Self Service' (circled in red). The main content area says 'Welcome!'.

Enter your Username and Password and click **Log In**.

The screenshot shows the 'Login' page. The left sidebar has 'Home' and 'Delta Diablo Self Service'. The main content area has a 'Login' form with fields for 'Username' (janedoeDDTest@gmail.com) and 'Password' (masked with dots). There are links for 'Forgot your username?' and 'Forgot your password?'. At the bottom, there is a 'Log In' button (circled in red) and a 'Register' link.

Click Sewer Permits.

Welcome to Delta Diablo Self Service

Delta Diablo Self Service

- Complaints (Sewer, Odor, Street Sweeping)
- Sewer Permits**

Announcements
There are currently no announcements.

Profile Information

ABC PLUMBING [View profile](#)
2500 PITTSBURG ANTIOCH HWY
ANTIOCH, CA 94509

Phone numbers

Number	Allow Notifications	Preferred Contact
925-756-1900	No	No

Email Addresses

Address	Preferred Contact
JANEDOEDDTEST@GMAIL.COM	No

Sewer Permits Accounts

©2021 Tyler Technologies, Inc.

Click Apply Online.

Sewer Permits

Linked Accounts

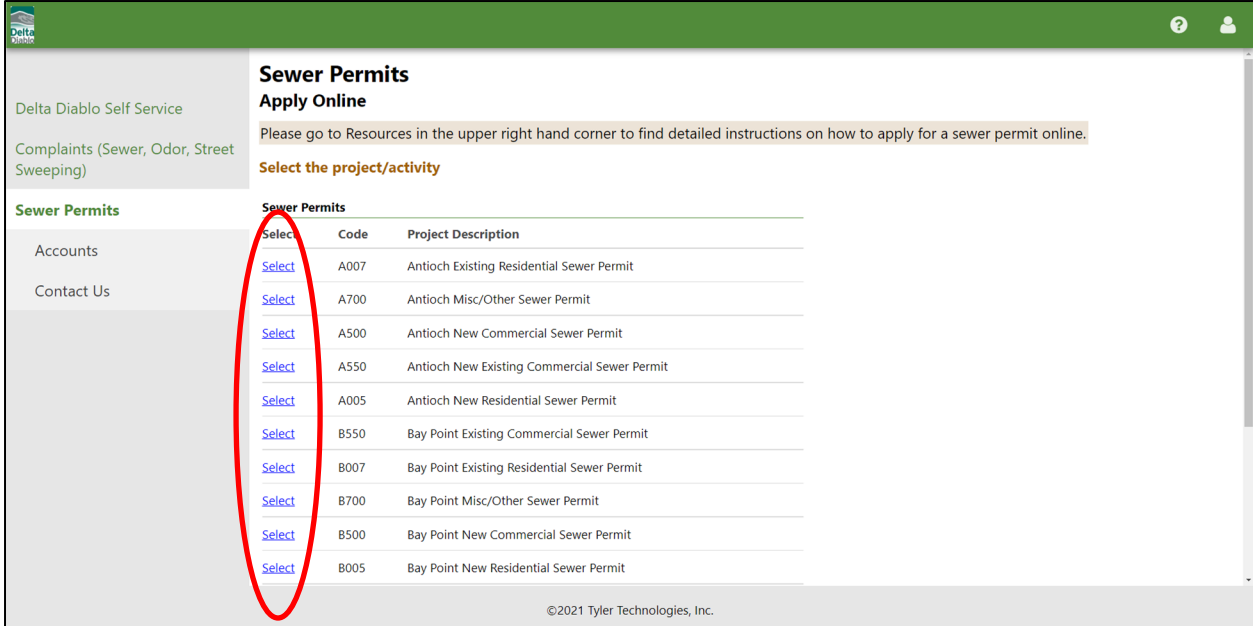
[Link to Account](#) | **Apply Online**

Select customer from your linked accounts

Customer ID	Customer Name	Location	Permitting
54223	ABC PLUMBING	ANTIOCH	Applications & Inspections

©2021 Tyler Technologies, Inc.

Click **Select** to the left of the type of sewer permit for which you want to apply. Please note that the sewer permits are split up by jurisdiction (Antioch, Bay Point and Pittsburg), type of use (residential or commercial) and type of construction (new or existing). If you have questions about the sewer permit types, please contact our staff at permits@deltadiablo.org or by calling (925) 756-1900 x1343.



The screenshot shows the 'Sewer Permits Apply Online' page. A table lists various permit types with 'Select' links in the first column. A red oval highlights these links.

Select	Code	Project Description
Select	A007	Antioch Existing Residential Sewer Permit
Select	A700	Antioch Misc/Other Sewer Permit
Select	A500	Antioch New Commercial Sewer Permit
Select	A550	Antioch New Existing Commercial Sewer Permit
Select	A005	Antioch New Residential Sewer Permit
Select	B550	Bay Point Existing Commercial Sewer Permit
Select	B007	Bay Point Existing Residential Sewer Permit
Select	B700	Bay Point Misc/Other Sewer Permit
Select	B500	Bay Point New Commercial Sewer Permit
Select	B005	Bay Point New Residential Sewer Permit

©2021 Tyler Technologies, Inc.

Using one of the search categories (Location, Owner or Parcel ID), enter the property information and click **Search** at the bottom of the page. Some useful tips:

- If you search under Location, you must enter a House Number and Street Name
- The fields are not case sensitive
- You should be able to search for partial information (i.e., “Main” in Street Name or “delta” in Owner)
- If you know the Assessor’s Parcel Number, you can enter it without dashes and without any leading zeros.
- If Contra Costa County has not yet assigned a parcel number to your property, or if you are unable to find your property, enter “parcel” into the Parcel ID search box. Select the appropriate Parcel ID for your property
 - If the property is in Antioch, choose “PARCELANTIOCH”
 - If the property is in Bay Point, choose “PARCEL BAYPOINT”
 - If the property is in Pittsburg, choose “PARCELPITTSBURG”

Example of a search for a property using the Location fields.

Sewer Permits Apply Online [Return to Project Selection](#)

Search for the location

You must associate a location (address, city, etc.) with this project. Use this page to search for locations, then select the location to associate. If your search yields no results, then please refer to page X of the XXX in the Resources Guide.

Location

House Number: 2500

Street Name: pittsburg

Name

Owner: [Empty Field]

Parcel ID

[Empty Field]

Search

©2021 Tyler Technologies, Inc.

Example of the search results for a property when “parcel” is entered into the Parcel ID field. Use this option if your property does not have a parcel number or if you are unable to find the correct property.

Sewer Permits Apply Online [Return to Project Selection](#)

Select the location

If the location is not listed, you can [modify your search](#) or try a [new search](#).

3 Location(s) found

Location/Subdivision	Owner Name	Parcel ID	Select
DUMMY PARCEL	DELTA DIABLO DUMMY	PARCELANTIOCH	Select and Continue
DUMMY PARCEL	DELTA DIABLO DUMMY	PARCELBAYPOINT	Select and Continue
DUMMY PARCEL	DELTA DIABLO DUMMY	PARCELPITTSBURG	Select and Continue

©2021 Tyler Technologies, Inc.

Click **Select and Continue** to the right of your desired property.

The screenshot shows the Delta Diablo Self Service portal. The main content area is titled "Sewer Permits Apply Online" and includes a "Return to Project Selection" link. Below this, there is a section for "Select the location" with instructions on how to modify or start a new search. A table titled "1 Location(s) found" displays search results with columns for Location/Subdivision, Owner Name, Parcel ID, and Select. The "Select" column for the first entry contains a blue link labeled "Select and Continue", which is circled in red. The footer of the page reads "©2021 Tyler Technologies, Inc."

Location/Subdivision	Owner Name	Parcel ID	Select
2500 PITTSBURG ANTIOCH HIGHWAY	CCC SANITATION DISTRICT #7 A	74040037	Select and Continue

Enter the details of the project as described below:

- **Describe location:**
 - Residential – Enter subdivision name, tract number, lot number and address
 - Commercial – Enter commercial area or strip mall name, if applicable
- **Describe project/activity:**
 - Residential – Describe type of residential housing (i.e., single family home, duplex, triplex, accessory dwelling unit, apartment complex). If apartment complex, please include number of units.
 - Commercial – Please describe type of commercial activity (i.e., retail, office space, sit-down restaurant, fast food restaurant, deli, warehouse, etc.). If building a shell and tenant/business is unknown, please indicate. If existing and changing usage, please indicate. Include square footage of building(s).
- **Your role in project:**
 - Choose Business if you are the tenant
 - Choose Applicant if you are the designer or developer
 - Choose Owner if you are the owner
- **Reason for applying:**
 - Leave blank

The screenshot displays the 'Sewer Permits Apply Online' interface. The main content area is titled 'Details of project/activity' and shows the following information:

- Department:** Sewer Permits
- Project:** Antioch New Residential Sewer Permit

The form fields are as follows:

- Describe location:** A text input field with a location pin icon.
- Describe project/activity:** A text input field with a 120 character limit.
- Your role in project:** A dropdown menu with 'Select...' and a downward arrow.
- Reason for applying:** A text input field.

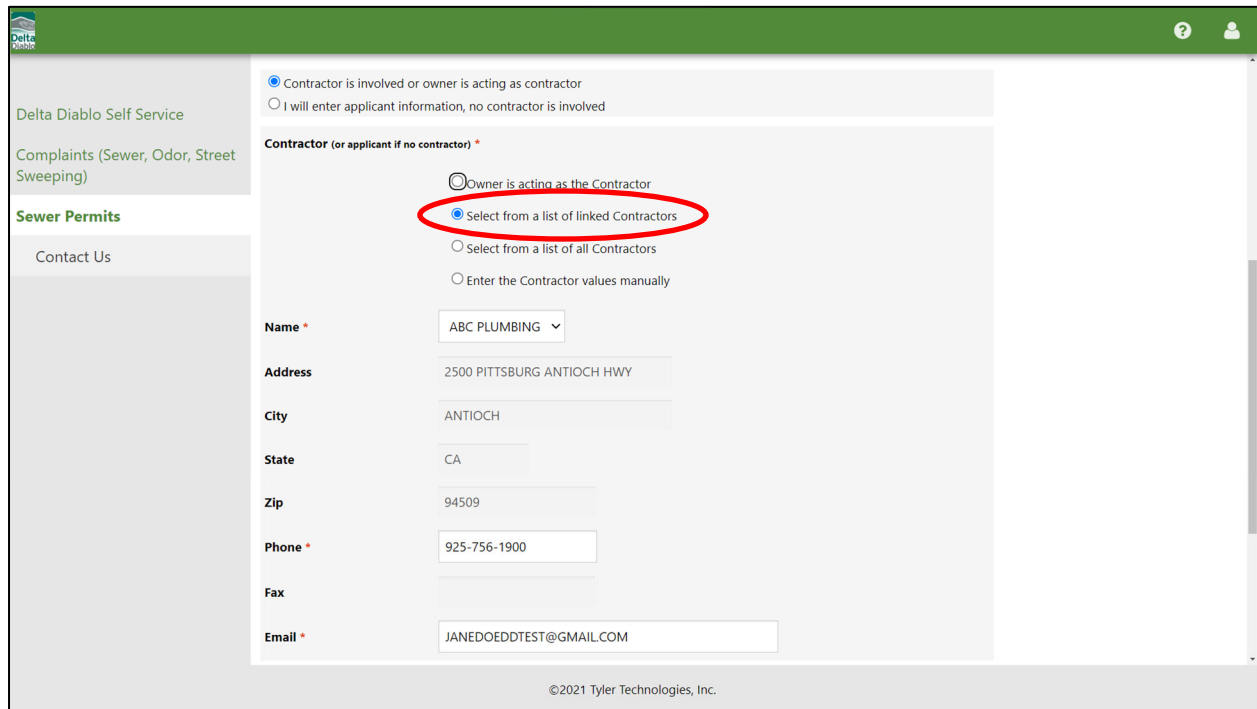
The left sidebar contains the following navigation options:

- Delta Diablo Self Service
- Complaints (Sewer, Odor, Street Sweeping)
- Sewer Permits**
- Contact Us

The top right corner features a help icon and a user profile icon.

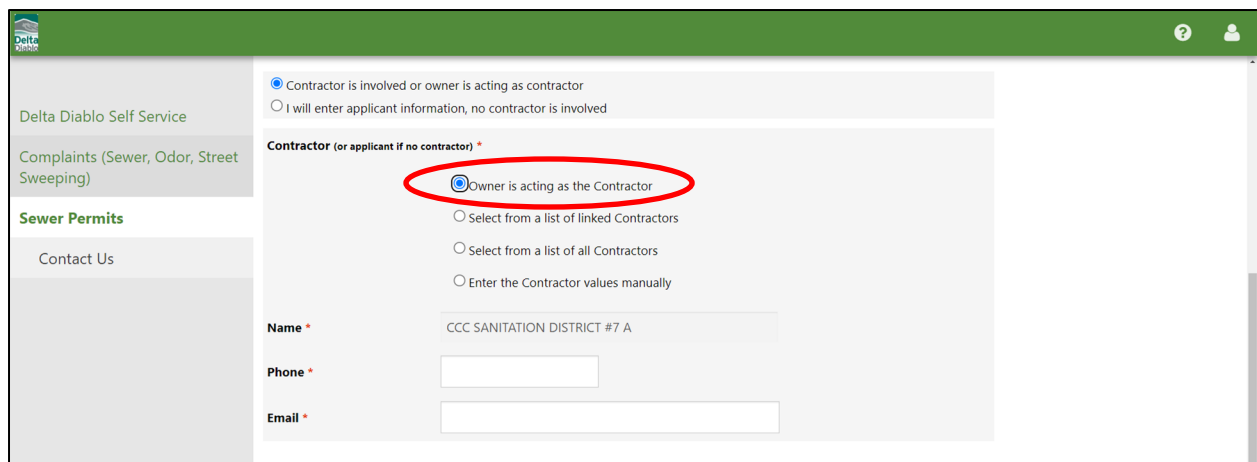
Enter Contractor (applicant) information. For the purposes of Sewer Permits, the “Contractor” does not have to be an actual contractor (i.e., in the construction business). Contractor and Applicant can be used interchangeably.

If you have already linked your account, click on the radio button to the left of **Select from a list of linked Contractors** and your information should automatically appear.



The screenshot shows the Delta Diablo Self Service interface. On the left sidebar, there are links for "Delta Diablo Self Service", "Complaints (Sewer, Odor, Street Sweeping)", "Sewer Permits", and "Contact Us". The main content area has a header with a question mark and a user icon. Below the header, there are two radio buttons: "Contractor is involved or owner is acting as contractor" (selected) and "I will enter applicant information, no contractor is involved". Underneath, the section "Contractor (or applicant if no contractor) *" contains four radio buttons: "Owner is acting as the Contractor", "Select from a list of linked Contractors" (circled in red), "Select from a list of all Contractors", and "Enter the Contractor values manually". Below these are input fields for Name (ABC PLUMBING), Address (2500 PITTSBURG ANTIOCH HWY), City (ANTIOCH), State (CA), Zip (94509), Phone (925-756-1900), Fax, and Email (JANEDOEDDTEST@GMAIL.COM). The footer indicates "©2021 Tyler Technologies, Inc."

If you are the owner of the property, click on the radio button to the left of **Owner is acting as the Contractor** and the owner information should automatically appear. The owner information is generated from Contra Costa County’s parcel database.



The screenshot shows the Delta Diablo Self Service interface. On the left sidebar, there are links for "Delta Diablo Self Service", "Complaints (Sewer, Odor, Street Sweeping)", "Sewer Permits", and "Contact Us". The main content area has a header with a question mark and a user icon. Below the header, there are two radio buttons: "Contractor is involved or owner is acting as contractor" (selected) and "I will enter applicant information, no contractor is involved". Underneath, the section "Contractor (or applicant if no contractor) *" contains four radio buttons: "Owner is acting as the Contractor" (circled in red), "Select from a list of linked Contractors", "Select from a list of all Contractors", and "Enter the Contractor values manually". Below these are input fields for Name (CCC SANITATION DISTRICT #7 A), Phone, and Email.

If you do not have a linked account, click on the radio button to the left of **Enter the Contractor values manually** and fill in your information.

The screenshot shows the Delta Diablo Self Service interface. On the left, there is a navigation menu with options: Delta Diablo Self Service, Complaints (Sewer, Odor, Street Sweeping), Sewer Permits, and Contact Us. The main content area has a header with a question mark and a user icon. Below the header, there are two radio buttons: the first is selected and labeled "Contractor is involved or owner is acting as contractor", and the second is labeled "I will enter applicant information, no contractor is involved". Underneath, there is a section titled "Contractor (or applicant if no contractor) *" with three radio buttons: "Owner is acting as the Contractor", "Select from a list of linked Contractors", and "Select from a list of all Contractors". The fourth radio button, "Enter the Contractor values manually", is circled in red. Below this section are input fields for Name, Address, City, State, Zip, Phone, Fax, and Email. At the bottom, there is a copyright notice: ©2021 Tyler Technologies, Inc.

Under Additional Information, enter any additional information you would like to provide about the project or property. Click **Continue**.

The screenshot shows the Delta Diablo Self Service interface with the "Additional information" section. The left navigation menu is the same as in the previous screenshot. The main content area shows a form with the following fields: City (ANTIOCH), State (CA), Zip (94509), Phone (925-756-1900), Fax, and Email (JANEDOEDDTEST@GMAIL.COM). Below these fields is a section titled "Additional information" with a text area and the prompt "Any additional information you would like to provide". The "Continue" button is circled in red. At the bottom, there is a copyright notice: ©2021 Tyler Technologies, Inc.

Review you information:

- Make any necessary corrections.
- Enter the validation numbers in the box.
- Check the box to the left of “I agree to the following terms. I hereby acknowledge that the information I am about to submit is correct to the best of my knowledge.”
- Click **Submit**

Sewer Permits
Apply Online

[Review](#)

[Complaints \(Sewer, Odor, Street Sweeping\)](#)

Sewer Permits

[Contact Us](#)

[change](#)

Location: 2500 PITTSBURG ANTIPOCH HIGHWAY

Owner Name: CCC SANITATION DISTRICT #7 A

Parcel ID: 74040037

[change](#)

Project/Activity: Sewer Permits

Department: Antioch New Residential Sewer Permit

[change](#)

Details of Project/Activity

Location Description: Subdiv ABC, Trace 1234 Lot 1, 2500 Pittsburg-Antioch Hwy

Project/Activity Description: Single Family Home

Your Role in Project: APPLICANT

Reason for Applying: unspecified

Contractor Name: ABC PLUMBING

Address: 2500 PITTSBURG ANTIPOCH HWY, ANTIPOCH CA 94509

Phone: 925-756-1900

Fax:

E-mail: JANEDOEDOTTEST@GMAIL.COM

Additional Information

Enter these validation numbers into the box below them

7875

Enter the following validation numbers into the box provided.*

7875

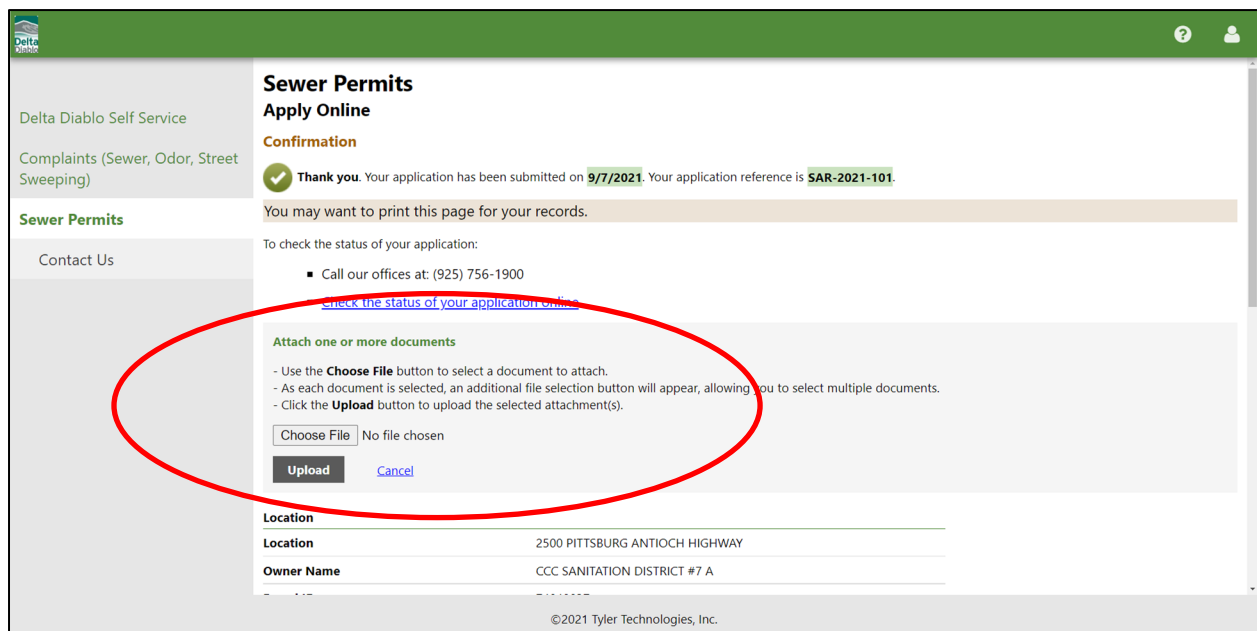
I agree to the following terms. I hereby acknowledge that the information I am about to submit is correct to the best of my knowledge.

Submit **Cancel**

©2021 Tyler Technologies, Inc.

Follow the instructions on the screen to attach the appropriate files to the application:

- Properties in Antioch and Pittsburg
 - Residential – no attachments necessary
 - Commercial – Attach completed [Non-Residential Sewer Application](#)
- Properties in Bay Point
 - Residential
 - Attach plans/drawings with the information requested in the [Homeowner's Packet](#)
 - Commercial
 - Attach completed [Non-Residential Sewer Application](#)
 - Attach plans/drawings with the information requested in the District's [Standard Specifications](#) (link takes you to Central San's website as Delta Diablo uses the same Standard Specifications)



Sewer Permits
Apply Online

Confirmation

✓ **Thank you.** Your application has been submitted on **9/7/2021**. Your application reference is **SAR-2021-101**.

You may want to print this page for your records.

To check the status of your application:

- Call our offices at: (925) 756-1900
- [check the status of your application online](#)

Attach one or more documents

- Use the **Choose File** button to select a document to attach.
- As each document is selected, an additional file selection button will appear, allowing you to select multiple documents.
- Click the **Upload** button to upload the selected attachment(s).

Choose File No file chosen

Upload Cancel

Location

Location 2500 PITTSBURG ANTIOCH HIGHWAY

Owner Name CCC SANITATION DISTRICT #7 A

©2021 Tyler Technologies, Inc.

You are finished with your online sewer permit application entry. You should receive an email notification letting you know that your application has been received. You will receive instructions on the next steps in the process within 2 business days.

Your application should appear in the Application section of the Sewer Permits page within 2 business days.

Sewer Permits Search Results

[4 Applications](#) | [0 Inspections](#)

Show active Applications only

Location / Subdivision	Owner/Contractor	Parcel ID	Status	Reference	Fees	Due	Details
2500 PITTSBURG ANTIIOCH HIGHWAY	CCC SANITATION DISTRICT #7 A / ABC PLUMBING	74040037	ACTIVE	SAR-2021-100	\$5,033.00	\$5,033.00	Details
2500 PITTSBURG ANTIIOCH HIGHWAY	CCC SANITATION DISTRICT #7 A / ABC PLUMBING	74040037	ACTIVE	SAR-2021-101	\$5,033.00	\$5,033.00	Details
2500 PITTSBURG ANTIIOCH HIGHWAY	CCC SANITATION DISTRICT #7 A / ABC PLUMBING	74040037	ACTIVE	SBR-2021-5	\$4,340.00	\$4,340.00	Details
916 HALITE WAY	JONES DENISE / ABC PLUMBING	68585016	ACTIVE	SAR-2021-102	\$5,033.00	\$5,033.00	Details

Inspections * (0 Unperformed found)

Show unperformed Inspections only

Found no Inspections matching the search criteria.

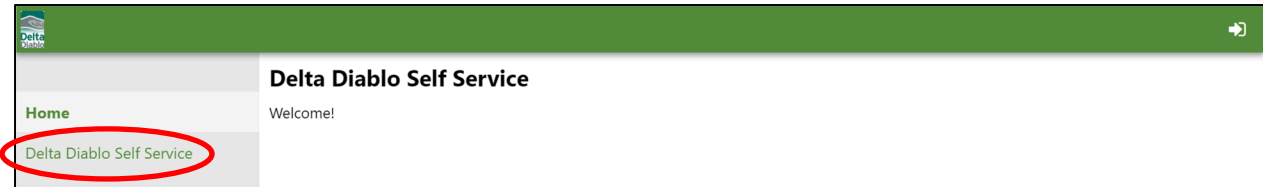
* List only includes inspections with no associated application.

©2021 Tyler Technologies, Inc.

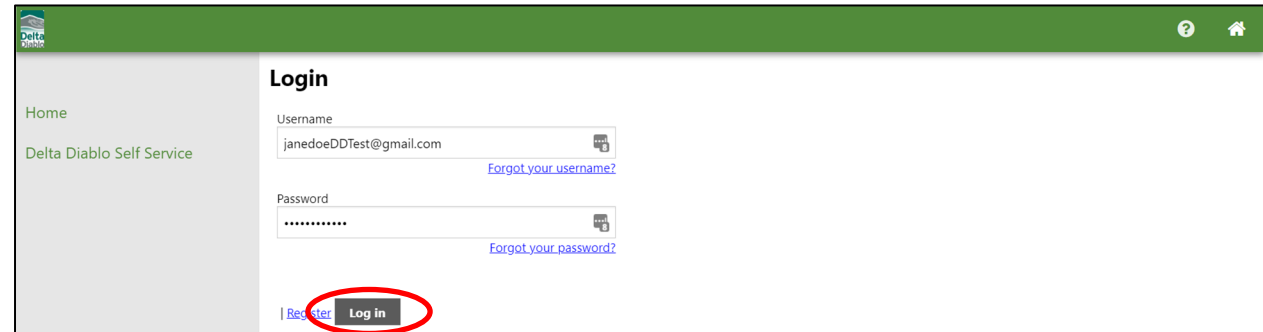
SECTION III: HOW TO CHECK THE STATUS OF A SEWER PERMIT

Login to Account

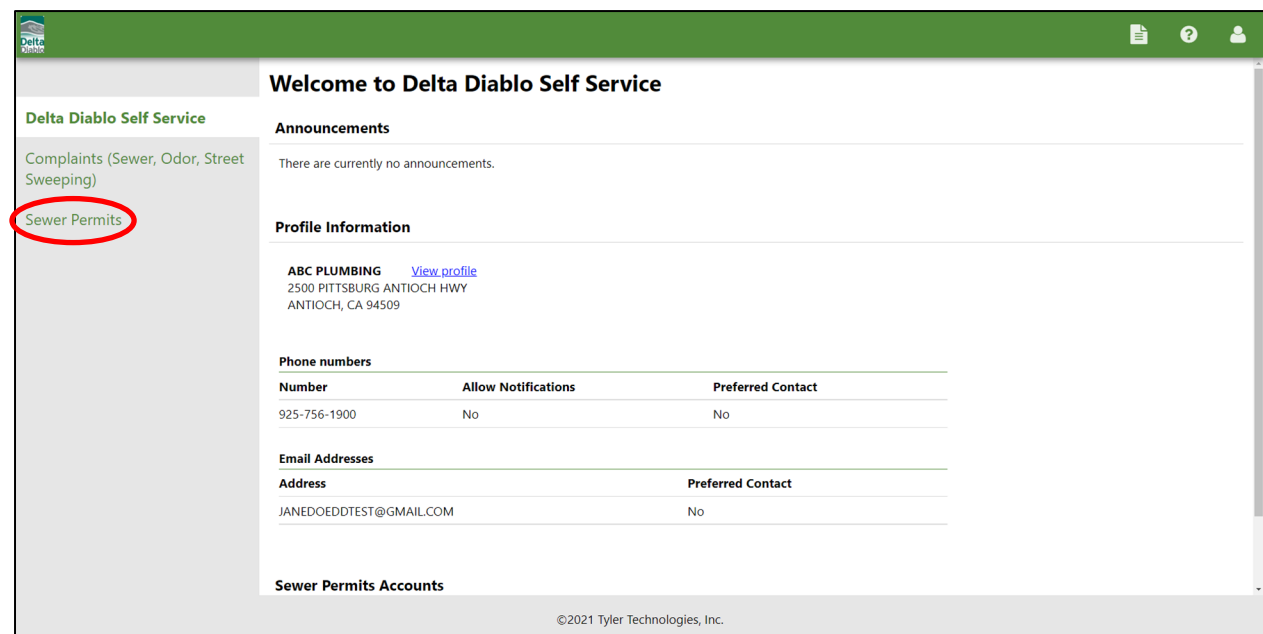
To access the Citizen Self Service portal, go to: <https://deltadiablo.org/onlineservices> on your browser. Select **Delta Diablo Self Service** to login.



Enter your Username and Password and click **Log In**.



Click **Sewer Permits**.



Click Applications & Instructions.

Delta Diablo Self Service

Complaints (Sewer, Odor, Street Sweeping)

Sewer Permits

Sewer Permits Linked Accounts

[Link to Account](#) | [Apply Online](#)

Select customer from your linked accounts

Customer ID	Customer Name	Location	Permitting
54223	ABC PLUMBING	ANTIOCH	Applications & Inspections

©2021 Tyler Technologies, Inc.

Application Details

A list of applications associated with your account will be displayed. Click **Details** to the right of the application of interest.

Delta Diablo Self Service

Complaints (Sewer, Odor, Street Sweeping)

Sewer Permits

Sewer Permits Search Results

[4 Applications](#) | [0 Inspections](#)

Show active Applications only

Location / Subdivision	Owner/Contractor	Parcel ID	Status	Reference	Fees	Due	Details
2500 PITTSBURG ANTIOCH HIGHWAY	CCC SANITATION DISTRICT #7 A / ABC PLUMBING	74040037	ACTIVE	SAR-2021-100	\$5,033.00	\$5,033.00	Details
2500 PITTSBURG ANTIOCH HIGHWAY	CCC SANITATION DISTRICT #7 A / ABC PLUMBING	74040037	ACTIVE	SAR-2021-101	\$5,033.00	\$5,033.00	Details
2500 PITTSBURG ANTIOCH HIGHWAY	CCC SANITATION DISTRICT #7 A / ABC PLUMBING	74040037	ACTIVE	SBR-2021-5	\$4,340.00	\$4,340.00	Details
916 HALITE WAY	JONES DENISE / ABC PLUMBING	68585016	ACTIVE	SAR-2021-102	\$5,033.00	\$5,033.00	Details

Inspections * (0 Unperformed found)

Show unperformed Inspections only

Found no Inspections matching the search criteria.

* List only includes inspections with no associated application.

©2021 Tyler Technologies, Inc.

You will see detailed information about your application including the location, associated permits and fees, plan review information (if applicable), and inspections (if applicable). Click on **View Application Information** to see additional details about the project.

Sewer Permits
Application reference SBR-2021-5 3 Permits | 1 Inspection

Status ACTIVE / NEW APPLICATION

Project/Activity SWR BAY POINT RESIDENTIAL NEW

Location 2500 PITTSBURG ANTIOCH HIGHWAY
ANTIOCH

Owner Name CCC SANITATION DISTRICT #7 A

Parcel ID 74040037

[View Application Information](#) | [View Issue Alerts](#) | [View Plan Reviews](#)

Permits (3 found)

Permit Type	Status	Permit Number	Total Fees	Balance Due	Details
BP PLN REV	FEE		\$250.00	\$250.00	Details Alert
BP RES NEW	REVIEWING		\$4,090.00	\$4,090.00	Details Alert
SWR BP COO	REVIEWING		\$0.00	\$0.00	Details Alert

Inspections (1 found)

Inspection Type	Owner/Contractor	Scheduled	Result	Fee	Balance Due	Details
RESIDENTIAL CONNECTION	CCC SANITATION DISTRICT #7 A / ABC PLUMBING			\$0.00	\$0.00	Details Alert

©2021 Tyler Technologies, Inc.

You will see additional details about your application. This is also the place where you can attach documents to your application should you need to at a later point (i.e., drawings, Non-Residential Sewer Permit Application, etc.). To attach additional documents, click **Attach a document** at the bottom of the page and follow the instructions. Click on **Return to permits and inspections** to go back to the previous page.

Sewer Permits
Application Information [Return to permits and inspections](#)

General

Application reference SBR-2021-5

Status ACTIVE / NEW APPLICATION

Application Received Date 9/7/2021

Applicant Name ABC PLUMBING

Owner Name CCC SANITATION DISTRICT #7 A

Location 2500 PITTSBURG ANTIOCH HIGHWAY
ANTIOCH

Parcel ID 74040037

Project Details

Project/Activity SWR BAY POINT RESIDENTIAL NEW

Project Description SUBDIV. DEF. TRACT 200, LOT 200, 2500 PITTSBURG ANTIOCH HWYSBR-2021-5

Contractor Name ABC PLUMBING

Existing Use GOVERNMENT-OWNED

Proposed Use GOVERNMENT-OWNED

Estimated Cost \$0.00

Attachments

Document No attachments were found for this application

New Attachments

- [Attach a document](#)

©2021 Tyler Technologies, Inc.

Permits & Fees

Any applicable permits associated with your application will be listed in the Permits section. For the purposes of online permitting, “permits” can represent different steps in the permitting process and may not actually be a physical permit that is issued (i.e., permits with “FEE” in the Status column are only used to track the payment of fees). Click **Details** to find out more information about individual permits.

Sewer Permits
Application reference **SBR-2021-5** [3 Permits | 1 Inspection](#)

Status ACTIVE / READY TO CLOSE (INSP COMP)
Project/Activity SWR BAY POINT RESIDENTIAL NEW
Location 2500 PITTSBURG ANTIOCH HIGHWAY ANTIOCH
Owner Name CCC SANITATION DISTRICT #7 A
Parcel ID 74040037
[View Application Information](#) | [View Plan Reviews](#)

Permits (3 found)

Permit Type	Status	Permit Number	Total Fees	Balance Due	Details
BP PLN REV	FEE		\$250.00	\$0.00	Details Alert
BP RES NEW	ISSUED	154	\$4,090.00	\$0.00	Details
SWR BP COO	REVIEWING		\$0.00	\$0.00	Details Alert

Inspections (1 found)

Inspection Type	Owner/Contractor	Scheduled	Result	Fee	Balance Due	Details
RESIDENTIAL CONNECTION	CCC SANITATION DISTRICT #7 A / ABC PLUMBING		PASS	\$0.00	\$0.00	Details Alert

©2021 Tyler Technologies, Inc.

You can now see additional information about fees associated with the “permit” and whether there are any outstanding balances due. Click on **Return to permits and inspections** to go back to the previous page.

Sewer Permits
Permit #154 [Return to Application Details](#)

Permit Details [View permit image](#)

Permit Status ISSUED
Permit Type SWR BAY POINT RESIDENTIAL NEW
Permit Level 0
Issued Date 9/13/2021
Expiration Date 9/13/2022
Contractor Name ABC PLUMBING

Fee Description	Based on	Amount/Quantity	Fee
CFCC BAY POINT	STATISTI	.0000	\$3,940.00
LATERAL INSP FEE BAY POINT	FLAT RT	.0000	\$100.00
PERMIT FEE BAY POINT	FLAT RT	.0000	\$50.00
Total Fees			\$4,090.00
Total Paid			\$4,090.00

©2021 Tyler Technologies, Inc.

Plan Reviews (Bay Point only)

For Bay Point permits, click on **View Plan Reviews** to view the status and comments associated with any plan reviews.

The screenshot shows the 'Sewer Permits' page for application reference SBR-2021-5. The status is 'ACTIVE / NEW APPLICATION'. The project is 'SWR BAY POINT RESIDENTIAL NEW' at '2500 PITTSBURG ANTIOCH HIGHWAY, ANTIOCH'. The owner is 'CCC SANITATION DISTRICT #7 A' and the parcel ID is '74040037'. There are three links: 'View Application Information', 'View Issue Alerts', and 'View Plan Reviews' (circled in red). Below are tables for 'Permits (3 found)' and 'Inspections (1 found)'. The footer shows '©2021 Tyler Technologies, Inc.'.

Permit Type	Status	Permit Number	Total Fees	Balance Due	Details	Alert
BP PLN REV	FEE		\$250.00	\$250.00	Details	Alert
BP RES NEW	REVIEWING		\$4,090.00	\$4,090.00	Details	Alert
SWR BP COO	REVIEWING		\$0.00	\$0.00	Details	Alert

Inspection Type	Owner/Contractor	Scheduled	Result	Fee	Balance Due	Details	Alert
RESIDENTIAL CONNECTION	CCC SANITATION DISTRICT #7 A / ABC PLUMBING			\$0.00	\$0.00	Details	Alert

You will see information about the status of any plan reviews, the reviewer and any comments given. Click on **View Comments** to see more information about any comments given on your plans.

The screenshot shows the 'Sewer Permits Plan Reviews' page for application reference SBR-2021-5. The status is 'ACTIVE / NEW APPLICATION'. The project is 'SWR BAY POINT RESIDENTIAL NEW' at '2500 PITTSBURG ANTIOCH HIGHWAY, ANTIOCH'. The owner is 'CCC SANITATION DISTRICT #7 A' and the parcel ID is '74040037'. There is a 'View All Comments' link. Below is a table for 'SWR PLAN REVIEW' with columns: Department, Cycle, Reviewer Name, Status, Received Date, Due Date, Completed Date, and Comments. The 'View Comments' link in the 'Comments' column is circled in red. The footer shows '©2021 Tyler Technologies, Inc.'.

Department	Cycle	Reviewer Name	Status	Received Date	Due Date	Completed Date	Comments
ENGINEERING	1	Amanda Roa	APPROVED	9/7/2021	9/12/2021	9/8/2021	View Comments

You are able to see any review comments left on your plans, if any. Click on **Return to permits and inspections** to go back to the previous page.

Sewer Permits
Plan Review Comments

[Return to view plan reviews](#)

Application reference SBR-2021-5
Status ACTIVE / NEW APPLICATION
Project/Activity SWR BAY POINT RESIDENTIAL NEW
Location 2500 PITTSBURG ANTIOCH HIGHWAY ANTIOCH
Owner Name CCC SANITATION DISTRICT #7 A
Parcel ID 74040037

Plan Review Comments

Department	Completed Date	Comment
ENGINEERING	9/8/2021	SEWER CONNECTION PLAN REVIEW COMMENT 1
		SEWER CONNECTION PLAN REVIEW COMMENT 2
		SEWER CONNECTION PLAN REVIEW COMMENT 3
		SEWER CONNECTION PLAN REVIEW COMMENT 4

©2021 Tyler Technologies, Inc.

Inspections (Bay Point only)

For Bay Point applications, you can view information about any applicable inspections. Click **Details** to the right of the inspection you wish to view.

Sewer Permits
Application reference SBR-2021-5

[3 Permits](#) | [1 Inspection](#)

Status ACTIVE / READY TO CLOSE (INSP COMP)
Project/Activity SWR BAY POINT RESIDENTIAL NEW
Location 2500 PITTSBURG ANTIOCH HIGHWAY ANTIOCH
Owner Name CCC SANITATION DISTRICT #7 A
Parcel ID 74040037

[View Application Information](#) | [View Plan Reviews](#)

Permits (3 found)

Permit Type	Status	Permit Number	Total Fees	Balance Due	Details
BP PLN REV	FEE		\$250.00	\$0.00	Details Alert
BP RES NEW	ISSUED	154	\$4,090.00	\$0.00	Details
SWR BP COO	REVIEWING		\$0.00	\$0.00	Details Alert

Inspections (1 found)

Inspection Type	Owner/Contractor	Scheduled	Result	Fee	Balance Due	Details
RESIDENTIAL CONNECTION	CCC SANITATION DISTRICT #7 A / ABC PLUMBING		PASS	\$0.00	\$0.00	Details Alert

©2021 Tyler Technologies, Inc.

You can see information about the inspection date and results on this page. Click **View Inspection checklist** to see the detailed results of the inspection.

Sewer Permits Inspection 10 [Return to Application Details](#)

Inspection Details

Inspection Type RESIDENTIAL CONNECTION [View inspection checklist](#)

Contractor Name CCC SANITATION DISTRICT #7 A / ABC PLUMBING

Requested Date

Scheduled Date

Performed Date 9/13/2021 - 02:01 PM

Inspector Name Alonso Rodriguez

Comments

Results PASS

Fees

Fee amount	\$0.00
Paid to date	\$0.00
Balance due	\$0.00

©2021 Tyler Technologies, Inc.

You are able to see the pass/fail status of each inspection checklist item. Click on **Return to inspection details** to go back to the previous page.

Sewer Permits Inspection 10 Checklist [Return to Inspection Details](#)

Checklist Items

Item Description	Pass/Fail	Requirements
NOTES	PASSED	
OVERFLOW PROTECTION DEVICE ONSITE	PASSED	
ONLY ONE BUILDING CONNECTED TO LATERAL	PASSED	
RESIDENTIAL LATERAL >4" DIAMETER	PASSED	
CLEANOUT WITHIN 2' OF BUILDING FOUNDATION	PASSED	
>12" WALL-TO-WALL VERT. & HORIZ. SEPARATION FROM ALL OTHER UTILITIES	PASSED	
>18" COVER AT CONNECTION TO BUILDING WASTE PLUMBING	PASSED	
ADEQUATE COVER FOR PIPE MATERIAL	PASSED	
MAINTAINED 4 PSI USING 5 LB GAGE FOR > 4 MINUTES	PASSED	

©2021 Tyler Technologies, Inc.