



Closed Circuit Television Inspection Procedures

The sewer lateral shall be inspected with closed circuit television to inspect the condition of all existing service lines. The lines shall be cleaned prior to television inspection if required. The inspection video shall be saved in a digital format and given to the City on a thumb drive in MP4 format or hosted online. The digital file for each video recording will be saved with a file name corresponding to the address for the inspected service line. Each video service line inspection shall be accompanied by a written summary approved by the City.

- Television inspection video files shall clearly identify the associated property address, both on the video file and on the written summary form.
- The summary shall include the inspection address as well as the inspecting company's name and contact information.
- The identification on the video file shall consist of visually identifying the house or structure with camera and verbally stating the address of the subject property on the recording.
- At no time shall the recording be turned off, stopped or paused.
- Footage counter will be displayed on video the entire length of the sewer lateral. The inspection video of a single private sewer service line needs to be continuous without interruption.
- The inspection of the line will note any obvious defects and/or change in material on both the video file and written summary.
- The camera will pause and give time to look at any breaks, cracks, offset joints or other deformities in the pipe.
- If the service lines are shared by two or more structures or properties, the Contractor shall clearly note on the video file and written summary which structures are sharing the service line.
- The Contractor may access the service line at a cleanout near the house or structure or near the property line where the service access is made. Regardless of where the Contractor accesses the service line, the entire length of line must be inspected. If the entire length of the private service line cannot be inspected for any reason, the Contractor shall notify the City of why.

Submit your digital format inspection video and summary to the Engineering Department at 231 NE 5th Street, McMinnville, OR 97128.