



## WSSC Regulatory Services Division

# Master Plumber & Gasfitter Newsletter

DECEMBER 14, 2018

WINTER 2018



**ALERT:** The Regulatory Services Division (Inspectors, Inspection Services & Plans Review) will close at **noon, Wednesday, December 19, 2018 for a scheduled event.** Plumbing and gas inspections will be **limited.** Open for business as usual will be Permit Services and Licensing. Please plan accordingly.

### Legislative Action Drives Urgent Code Change

The ink is barely dry on the recent code change cycle (updates effective July 1, 2018) and staff and the plumbing industry are right back in the mix again. A new law is requiring WSSC to provide individual water meters to residential condominiums and cooperative ownership buildings in Prince George’s County. So a limited number of Code changes are to be vetted to interested industry stakeholders, building and fire code officials, and the general public. The WSSC Plumbing and Fuel Gas Board will be meeting this month to consider the changes. If approved, the updates could be in effect as early as March 1, 2019; progression will be reported as certain milestones are met.

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## Update on Plans Review Process

WSSC is formalizing a true intake review of plumbing/gas plans to determine if certain required submittal criteria are included in the plumber's or engineer's initial submittal. By performing this 'Prescreen Review' assessment when plan submittals first arrive, it will lessen the negative impact of discovering those shortcomings when the reviewer actually begins the review, days or even weeks later. While the staff and plumbing/gas industry become accustomed to this new procedure, no fees will be associated with a rejected submittal. WSSC is preparing to levy a "rejection" fee at an announced time (likely July 1, 2019). A similar charge was already introduced into the developer plans review process and yielded very positive results, that have led to reduced cycle times for those types of reviews.

Reminder: We added a new contact type in ePermitting called: **Plans Submitter**, so that someone (other than the Master Licensee) can receive the project's invite to upload plans. **Be sure to choose this contact type** when completing the permit application if/when you would rather have the invite go to someone other than the master. ***Engineers, be sure to choose this option when submitting for projects ahead of the selection/assignment of a plumbing contractor.***

For Plans Review related inquiries, please contact us at [plumbingplansreview@wsscwater.com](mailto:plumbingplansreview@wsscwater.com) or call 301-206-8886.



## **Familiar Faces in New Spaces**

Employees within the Regulatory Services Department are on the move! After 33 years with WSSC, Ed James, Section Manager, Plumbing Inspections is retiring at the end of this month. We're already missing him but know this is a very, well deserved open ended vacation. Ed, we can go on and on, but we'd run out of space—and time! Very simply, thank you and we wish you the very best in this new stage.

John “Scott” Horn, former FOG Investigator and Plumbing Inspector, has been selected for the role of Section Manager, Plumbing Inspections. Ed and Scott have been working side-by-side for months in preparation for this transition, and Scott's definitely ready. Scott, congratulations!

Hope Farmer, Supervisor, Montgomery County FOG is also retiring this month. Hope, thank you and we wish you well!

Familiar with the name, Gary Lord? You probably know him from plumbing/gas inspections. He's been selected as the new FOG Supervisor. Gary, we will miss you on the inspections side. Congratulations and good luck!

Robert Morgan has been promoted to FOG Investigator. Congratulations, Robert!

Steve Fleming has also returned to WSSC as a Plumbing Inspector, Lyttonsville. Welcome back, Steve!

Tom Buckley, also a local renaissance man, will be settling into his new role as the Plumbing-Mechanical Engineering Review Manager as soon as the dust settles.

New to WSSC, are Carroll “Chip” Matthews, Section Manager, Cross Connection, Brandon Sweeney, Technical Standards Engineering Manager and David Moore, Cross Connection Inspector Chip, Brandon and David, welcome to WSSC—officially!

## **ePermitting Reminders!!**

### **Plumbing Permits:**

- If you are uncertain as to which permit type to select, then please take advantage of the **HOME tab** and select from the drop down box "e-Permitting Help & Information". Then click on the second link titled: Permit and Meter Type Definitions.
- Make sure your Certificate of Insurance and License is in Active status before applying.
- If you are a proxy, ALWAYS attach the Principal Master Plumber to avoid a cancelation of the permit.
- When purchasing Short Form Permits, be sure the information supplied is accurate and to read the statement of no refunds before you pay.
- For Residential Plumbing permits, be sure to attach the "**Small Diameter Service Connection Affidavit**" form if you have a 3/4" WHC with more than 3 toilets or a 1" WHC with more than 6 toilets.
- If you should forget your password when logging into access your e-Permitting account. Look for the "**Forgot Password**" link just under the Password box and follow directions on how to reset your password.
- When submitting permit **Amendments**, only indicate the items you wish to add or delete from the permit: **to add**, indicate only the 'additional' number in each box (do not include the 'plus' sign); **to delete**, include the minus sign in front of number in each box as applicable. Do this for the 'proposed' and 'existing' columns. However, Do Not touch the 'existing' column unless you want to change what was declared on the original permit.

### **Licensing:**

If you should have questions about Licensing, we have three ways that you can communicate with us via:

email at [Licensing@WSSCwater.com](mailto:Licensing@WSSCwater.com)

a telephone call to Licensing help line at (301) 206-8588

or you can still come by and visit us at the Permit Services Counter in Laurel, MD.

Also if your Certificate of Insurance (COI) has expired and needs to be updated, one can now e-mail this form directly to

[InsuranceCertificate@WSSCwater.com](mailto:InsuranceCertificate@WSSCwater.com) .

Please know that when you are Renewing your License or updating your Certificate of Insurance, the system does not automatically update this information – it still requires the human touch.

- Your Renewal application will require a review and validation process first by a Permit Agent. Then we will issue an invoice, and once the invoice has been paid the agent will then go back into your License and Activate your License Record, so you can apply for new permits and schedule inspections.
- When updating your COI, please know that the Insurance Specialist must first review the form, and provided there is no missing required information; the Specialist will update the required Insurance fields in the system. Then the insurance specialist will contact Licensing to let us know that the COI has been updated and then the Permit Agent will activate your License in order to complete the process. Once all of this is completed, then you can apply for new permits and schedule inspections.
- Option to renew online, applies only to your license, not your Cross Connection Certification (CC) or insurance.
- CC certificates should be sent in PDF format to, [Licensing@wsscwater.com](mailto:Licensing@wsscwater.com). Your license will be updated, and you will receive an auto-email from the ePermitting system advising of “Awaiting Payment” status. Once paid, an updated license will be mailed.
- Do not forget to upload your documents when renewing your license.
- Do not click on the "Calculate Fee"- this function does not work and will sometimes reboot the system and cause you to start over again.

## A Note Regarding Permits and Inspections

No changes have been made with regard to Short Form Permits (SFPs). Address modifications and/or refunds will not be issued. Please ensure correct data prior to each purchase.

For licensed plumbing/gasfitting firms, all scheduling requests should go through your online (CAP) account or the automatic phone system (IVRS). Homeowners may continue scheduling Short Form Permit inspections; remember you are responsible for providing your customer with complete and correct instructions.

As an additional service, homeowners shall be presented with the option of using the auto phone system (IVRS). H/O's may also continue to schedule through Inspection Services at 301-206-4004 or [InspectionSupport@wsscwater.com](mailto:InspectionSupport@wsscwater.com); contractors may only revert to this manual process if special needs or circumstances present.

Access to scheduling Long Form Permit inspections remain with the Master Plumber/Gasfitter and their designated proxies.

If you or your customer seeks a smaller window, outside of the standard 7:30-2:30 inspection timeframe, it will be imperative that you (or they), make contact with the inspectors at their offices, on the morning of the scheduled inspection, from 6:45-7:30; you/they may initiate with *any* inspector, just provide your address or permit number for call routing. Again, be certain to provide your customers with all necessary information including the limited call-in times and applicable phone numbers for the various *depots*.

Freezing temperatures and gas emergencies will *sometimes* bring about the need for an emergency inspection. Familiarize yourselves with the procedures here: <https://www.wsscwater.com/business--construction/regulatory--licensing-services/inspection-support-services.html#q4>

### Depot Numbers

Temple Hills:301-206-7302

Anacostia: 301-206-4363

Lyttonsville: 301-206-7340

Seneca: 301-206-7365

## **A Word from the Cross Connection Department**

RSD acknowledges your role in adhering to the Safe Drinking Water Act. You meet with customers regularly to test, repair, make recommendations and to update records. The Cross Connection Department seeks to be your partner in this endeavor.

Have you seen our latest updates on WSSC's website? We've included a few tips for submitting test reports and organizational best practices. Check them out here:

<https://www.wsscwater.com/files/live/sites/wssc/files/regulatory/crossconnection/Cross%20Connection%20Test%20Reporting.pdf>

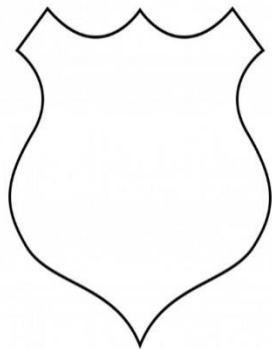
and

<https://www.wsscwater.com/files/live/sites/wssc/files/regulatory/crossconnection/Cross%20Connection%20Control%20%e2%80%93%20Updates%20%26%20Selected%20Best%20Practices.pdf>

Be sure to bookmark and check for updates!

## THE ENFORCER\*

Scott Horn, Section Manager, Plumbing Inspections



Now for the latest enforcement news, it seems that several masters still feel that it is OK to pull permits for unlicensed individuals or represent multiple businesses or companies. This practice is a total and willful violation of the Code, subjecting involved Master Plumbers/Gasfitters to license action. One is in process as of this writing. Many Notices of Violation and Civil Citations for these code infractions have been issued.

WSSC has recently cited multiple unlicensed Plumbers & Gasfitters for work without license, while engaging in a business without a WSSC registered master, and working without permits. Total assessed fines to each unlicensed individual was \$750.00 along with notification to Maryland State DLLR for further action by the state. Several plumbers have started work without the issuance of permits which resulted in fines of \$250.00 and double permit fees, assessed to the property for work commencing prior to permit issuance, . See Section 106.7.2.

We have a large number of masters that are required to STAND ALL inspections primarily because they have a lack of or no licensed personnel and in some cases large numbers of open permits without required Final Inspections of which by Code have not started warranty. See Section 113.8.5 Warranty and I advise you all to review your open permits in e-Permitting and get these permits through Final inspection. Expect more frequent license verification on ALL jobs. Note, Apprentices do not work without direct supervision by the WSSC Licensed Master or a WSSC Licensed Journeyman. Fines will be assessed to all personnel installing plumbing pipe, gas pipe, fixtures, and equipment without the appropriate license, ie minimum of a Journeyman on all job sites and all personnel installing such work MUST be Licensed through WSSC. Failed Inspections will be assessed re-inspection fees. It is the master plumber's responsibility to assure that all work scheduled for plumbing and fuel gas inspection is ready for inspection prior to scheduling the inspections. It is the master plumber's responsibility that all systems installed adhere to the 2018 WSSC Plumbing & Fuel Gas code, IPC 2018 Plumbing code, and the IFGC 2018 Fuel Gas Code. We have had way too many failed inspections because job sites are not ready, no access to the facility, and systems are not installed per the required codes. Be prepared for re-inspection fees being assessed to your permits for failed inspections. Our inspectors are not your punch out team.

We have also been involved with unlicensed sewer and drain cleaners working in the area and we are currently preparing Notices of Violations and Civil Citations for these individuals.

Please keep in mind that in the City of Bowie when cleaning sewers for City of Bowie Customers it should be noted that the City's responsibility



starts at the curb not on the house side of the side walk for those with sewers exiting on that side. Those existing in the rear go to the connection in the right of way.

\* reprinted from Summer Updates

## Contact Us:

Cross Connection Control Office P.G. Co. 301-206-8601

Cross Connection Control Office Mo. Co. 301-206-7932

Inspection Services 301-206-4004 or

[InspectionSupport@wsscwater.com](mailto:InspectionSupport@wsscwater.com)

Licensing 301-206-8588 or [Licensing@wsscwater.com](mailto:Licensing@wsscwater.com)

Schedule Inspections 301-206-8383 or

<https://permits.wsscwater.com/EnerGovProd/CitizenAccess/Site/Public/Main>

Permit Services 301-206-4003 or [OneStopShop@wsscwater.com](mailto:OneStopShop@wsscwater.com)

Plans Review and Code Questions 301-206-8886

Certificate of Insurance Fax 301-206-8884 or

[InsuranceCertificate@wsscwater.com](mailto:InsuranceCertificate@wsscwater.com)

### Observed Holidays and Closings

Dec 19<sup>th</sup> RSD Noon closing

Dec 25<sup>th</sup> Christmas Holiday

Jan 1<sup>st</sup> New Year's Day

Jan 21<sup>st</sup> MLK Holiday

Feb 18<sup>th</sup> Presidents Day

May 27<sup>th</sup> Memorial Day

July 4<sup>th</sup> Independence Day

Sept 2<sup>nd</sup> Labor Day



Did we miss anything? Please send your comments and suggestions for future issues to [Renita.Redmon@wsscwater.com](mailto:Renita.Redmon@wsscwater.com)