

New Water Meter Installation Procedure

1. Obtain permit from the Code Department.
2. Pay for permit at the Finance Department and request a new water meter installation work order (new set), specifying day and time, contact name and phone number.
3. The Meter Shop will install the new water meter on the scheduled day providing the following conditions have been met.
 - a. For 5/8" thru 1" water meters all plumbing must be in place and correct for the Meter Shop personnel to install the water meter.
 - b. For 1.5" or larger water meters, an inspection of the plumbing must be made by Meter Shop personnel, then the water meter will be given to the contractor to install.
 - c. The building or house address #'s must be permanently attached and visible.
 - d. The b-box or vault is identified and key-able.

If you have any questions please contact the Meter Shop at 847-931-6162.

14.04.070: WATER METER REQUIRED; PITS; BALL VALVES:

- F. Meters shall be placed and located within the building served as directed by the water director to Enhance accessibility and protection of the meter. Meters shall be located at the point of entry within three feet (3') of an exterior wall, unless otherwise accepted by the water director. The area where the meter is installed should have walk-in accessibility and working headroom. Water meters used for external irrigation systems shall be installed above grade with backflow preventers and shall be installed, subject to the water director's approval, within a hot box designed to protect the meter and backflow preventer from the elements and unauthorized tampering. No water meter shall be permitted in a crawl space or manhole/meter pit.
- H. There shall be installed, on the inlet side of the meter, ball valves of an approved design. There shall also be installed on the outlet side of the meter a ball valve of like design. The meter shall be set in a place so that the meter and the ball valves are easily accessible for removal and for reading, and set in such a manner as to prevent freezing or submersion in water. All meters shall have a working clearance on top of not less than sixteen inches (16") and on all other sides of not less than twelve inches (12").

Meter Spreads

Meter Size (Inches)	5/8	3/4	1	1.5	2	3	4	6
Lay Length (Inches)	12.5	14.25	16.25	13*	17*	17*	24**	24**

*Indicates lay length for flanged version of this meter.

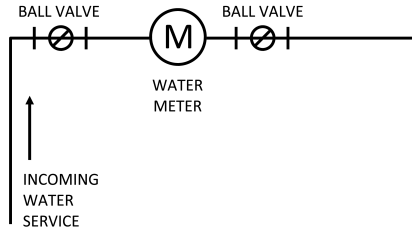
**A bypass line is required for all meters 3 inch or larger.

Lay lengths of 5/8 inch, 3/4 inch, and 1 inch include meter couplings. These meters are typically installed by the Water Meter Shop. Lay lengths for the 1.5 inch through 6 inch meters are from flange to flange.

SEE OTHER SIDE FOR TYPICAL WATER METER INSTALLATION CONFIGURATIONS

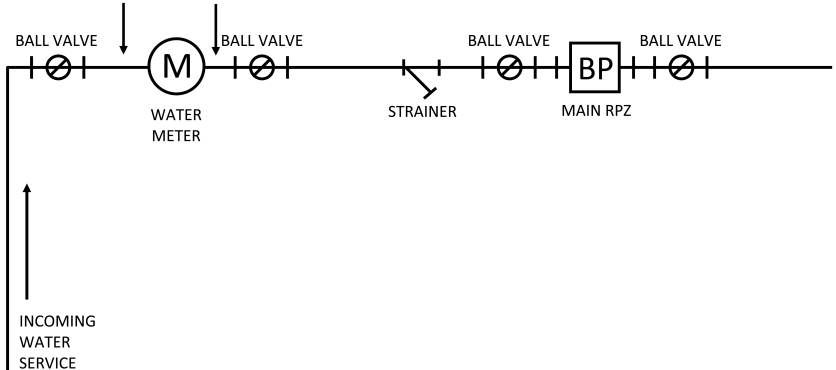
TYPICAL WATER METER INSTALLATION CONFIGURATIONS (YOURS MAY VARY)

TYPE 1 RESIDENTIAL



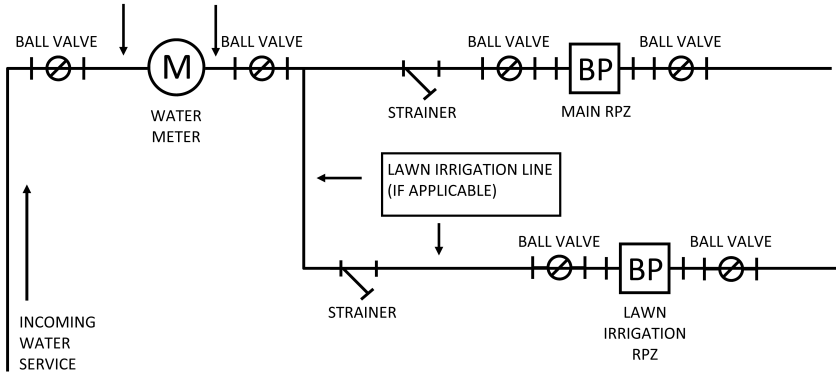
MINIMUM OF FIVE DIAMETERS OF STRAIGHT PIPE REQUIRED BEFORE METER AND TWO DIAMETERS AFTER

TYPE 2 RESIDENTIAL OR COMMERCIAL WITH RPZ

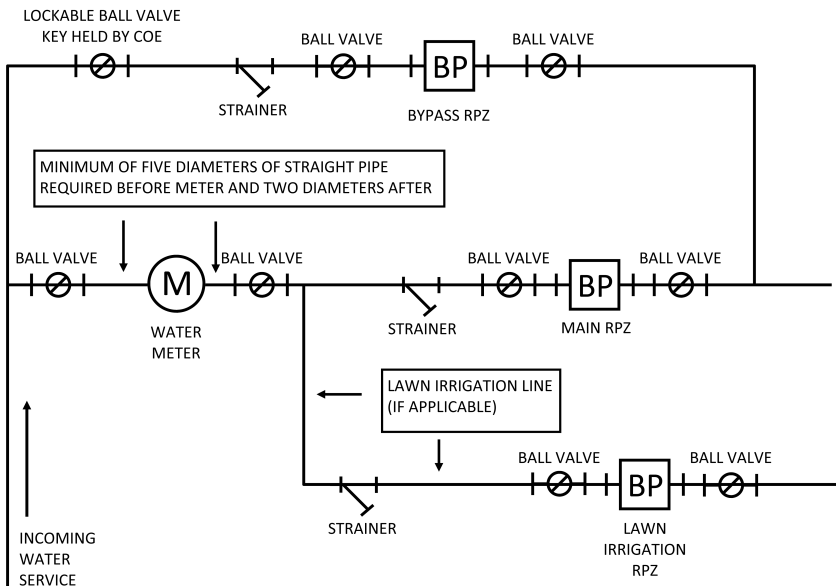


MINIMUM OF FIVE DIAMETERS OF STRAIGHT PIPE REQUIRED BEFORE METER AND TWO DIAMETERS AFTER

TYPE 3 RESIDENTIAL OR COMMERCIAL WITH RPZ AND IRRIGATION

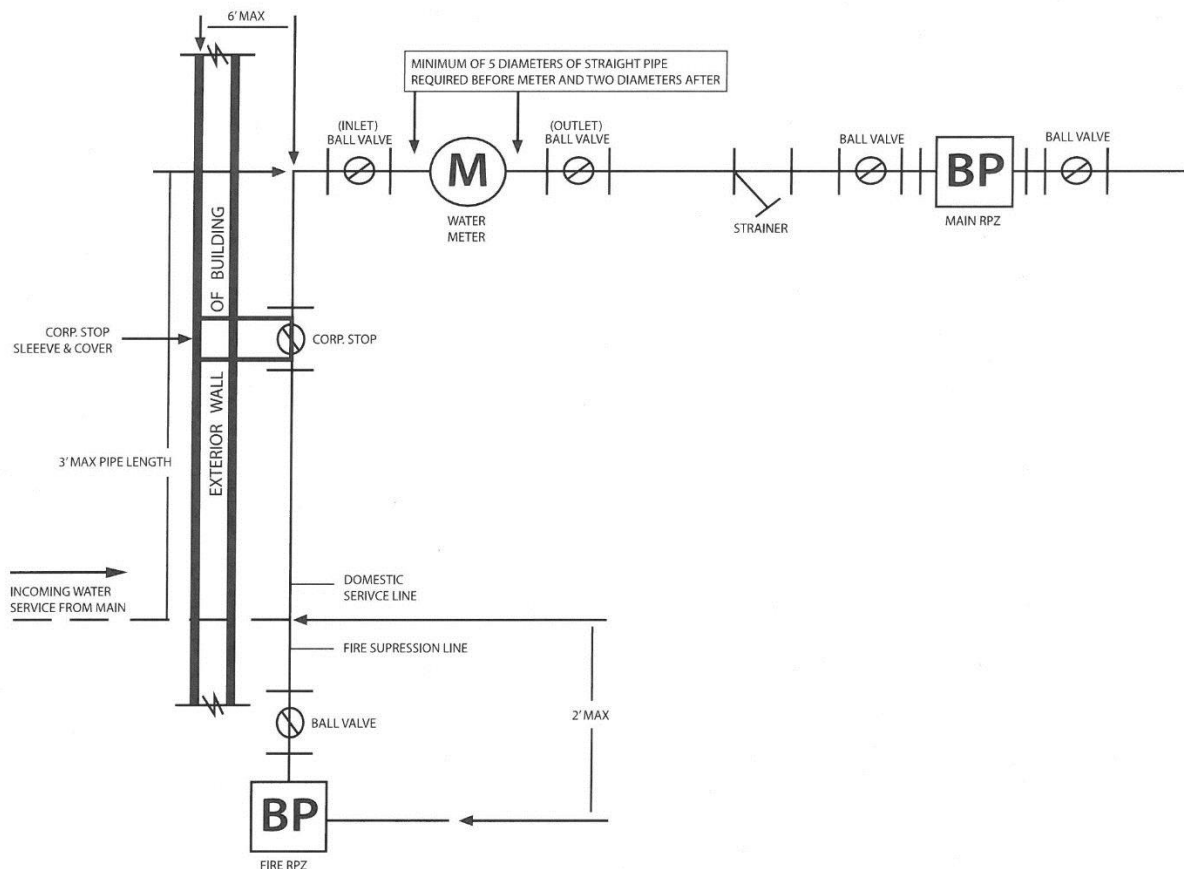


TYPE 4 3 - INCH OR LARGER RESIDENTIAL OR COMMERCIAL WITH BYPASS, RPZ AND IRRIGATION.



COMBINATION FIRE SUPPRESSION & DOMESTIC WATER SERVICE

TYPICAL WATER METER INSTALLATION CONFIGURATIONS (YOURS MAY VARY)



- For 2 inch diameter and smaller domestic service piping, there shall be a Minneapolis style buffalo box and corporation top, and piping shall be Type K copper with flare fittings from the fire suppression main through the corporation stop.
- For domestic services larger than 2 inch diameter the corporation shutoff valve shall be proposed to be a through wall accessible shutoff with a 2 inch operating nut and shall not be accessible from the interior of the building. Detailed proposals will be reviewed on a case by case basis, and shall include the proposed sleeve, exterior access cover and connection to the valve body.
- Piping shall be properly supported at proper intervals per code, including at all bends, and shall be anchored to the wall directly adjacent to both sides of the corporation stop/shutoff valve.
- The exterior access shall be fitted with a 5 sided nut buffalo box lid, and shall have a minimum of 2 feet clear space in all directions for clear operation of the valve
- All other plumbing requirements still apply. For 3" or larger a bypass is required and proper placement of Irrigation system