

## 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.

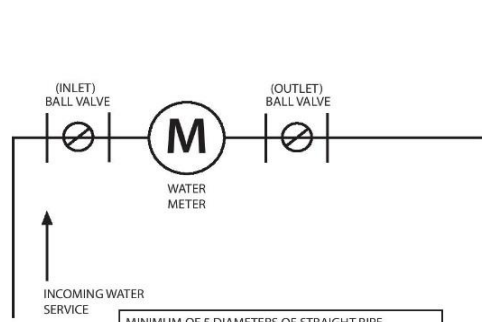
Lay lengths of 5/8 inch, 3/4 inch, and 1 inch include meter couplings. These meters are typically installed by the Water Meter Shop. Lay lengths for the 1.5 inch through 6 inch meters are from flange to flange.

SEE OTHER SIDE FOR TYPICAL WATER METER INSTALLATION CONFIGURATIONS

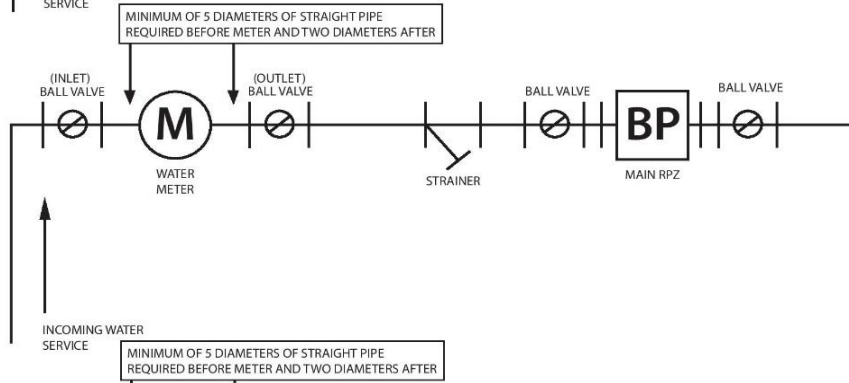
# TYPICAL WATER METER INSTALLATION CONFIGURATIONS (YOURS MAY VARY)

**\*\* Meter size MUST be specified when submitting for Plan review\*\***

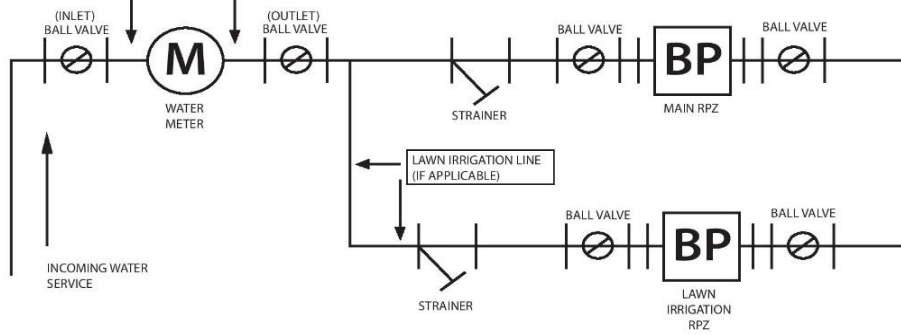
**TYPE 1 RESIDENTIAL**



**TYPE 2 RESIDENTIAL OR COMMERCIAL WITH RPZ**



**TYPE 3 RESIDENTIAL OR COMMERCIAL WITH RPZ AND IRRIGATION**



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

