



COMMERCIAL/INDUSTRIAL WATER METER AND FIRE PROTECTION SYSTEM INSTALLATION POLICY

The following shall be the policy of the Lehigh County Authority (Authority) for the installation of commercial/industrial water meters and fire protection systems:

1. **Plan Approval**

All proposed plumbing and fire protection system plans shall be submitted to and be approved by the Authority prior to installation. The Authority will approve the manufacturer, size, type and configuration of metering and backflow prevention equipment based on the customer's stated needs. All backflow prevention equipment must have received a Certificate of Approval from the University of Southern California Foundation for Cross-Connection Control and Hydraulic Research.

2. **Installation**

A) Meter

All service line construction shall be as required by the Authority in its current "Rules and Regulations for Water Service" and "General Specifications for Water System Construction".

- 1) All water meters shall be on the customer's service line after a shut-off valve which shall be located either within the customer's facility or within an outside meter pit, as approved by the Authority. A second shut-off valve is required after the meter. A bypass line around the meter is required for meters 1-1/2" and larger; the line shall have a shut-off valve installed, which the Authority will seal in a closed position to prevent unmetered water use. A test tee is required after all 1-1/2" and 2" meters.
- 2) All 5/8" through 2" water meters will be supplied and installed by the Authority. All other meters must be approved by the Authority and will be supplied and installed by the customer.
- 3) For Authority-Installed Meters:

An Authority-manufactured idler will be inserted in the line where the future meter will be located. The idler will be perforated so as to prohibit the unauthorized use of water within the facility. Idlers will be available at the Authority office and will be issued upon payment of all applicable fees and completion of an "Application for Water Service". Idlers must be installed prior to the meter installation being scheduled.

4) For Customer-Installed Meters:

The meter and appurtenances shall be installed and, following installation, shall be inspected by Authority personnel.

B) Backflow Prevention Assembly (BPA)

- 1) A BPA shall be installed after a meter in accordance with approved plans. A thermal expansion device shall be installed after the BPA. The BPA may be set in the building if the meter is in a pit and there are no service branches between the pit and the location of the BPA.
- 2) A BPA shall be set on a fire line before any branches and generally within 500 feet of the water main. The bypass meter shall be purchased from the Authority.

3. Inspection

- A) Following installation, an inspection and approval of the meter setting and fire protection piping is required prior to the initiation of permanent water service. The Authority must be notified two days in advance for any inspection and the customer or his representative should be present throughout the inspection.
- B) If a scheduled inspection reveals that the piping is not in accordance with the Authority requirements, required revisions shall be made by the customer and another inspection shall be scheduled. Each re-inspection by Authority personnel will be billed at the Meter Inspection Fee, as found in the Authority's current Schedule of Rates and Charges.

4. Initiation of Service

In order for the Authority to initiate water service, the following must be completed:

- A) Acceptance by the Authority of the distribution system serving the property.
- B) Inspection and approval of all service line, meter setting, and fire protection piping, including accessibility of the curbstop or property line shut-off valve.
- C) Payment of all appropriate fees to the Authority.
- D) An Application for Water Service, filed with the Authority.
- E) Installation of the meter.

Under no circumstances may the customer or his representative initiate water service.

5. Construction Water

If water is required within the facility prior to completion of the permanent water facilities, a construction meter may be issued. In such a situation, protection of the construction meter from damage will be the responsibility of the party requesting the meter installation. Construction use shall be in accordance with the Authority's Rules and Regulations for Water Service and the Authority's Schedule of Water Rates. An Authority-approved BPA shall be installed on all service lines providing construction water.

6. Change of Ownership

Upon change of ownership of the facility, the Authority shall be notified and a new Application for Water Service shall be filed. Thereafter, a final meter reading will be taken and a final water bill issued.

Failure to follow this policy will result in the appropriate fines being levied against the customer, in accordance with the Authority's Rules and Regulations for Water Service.