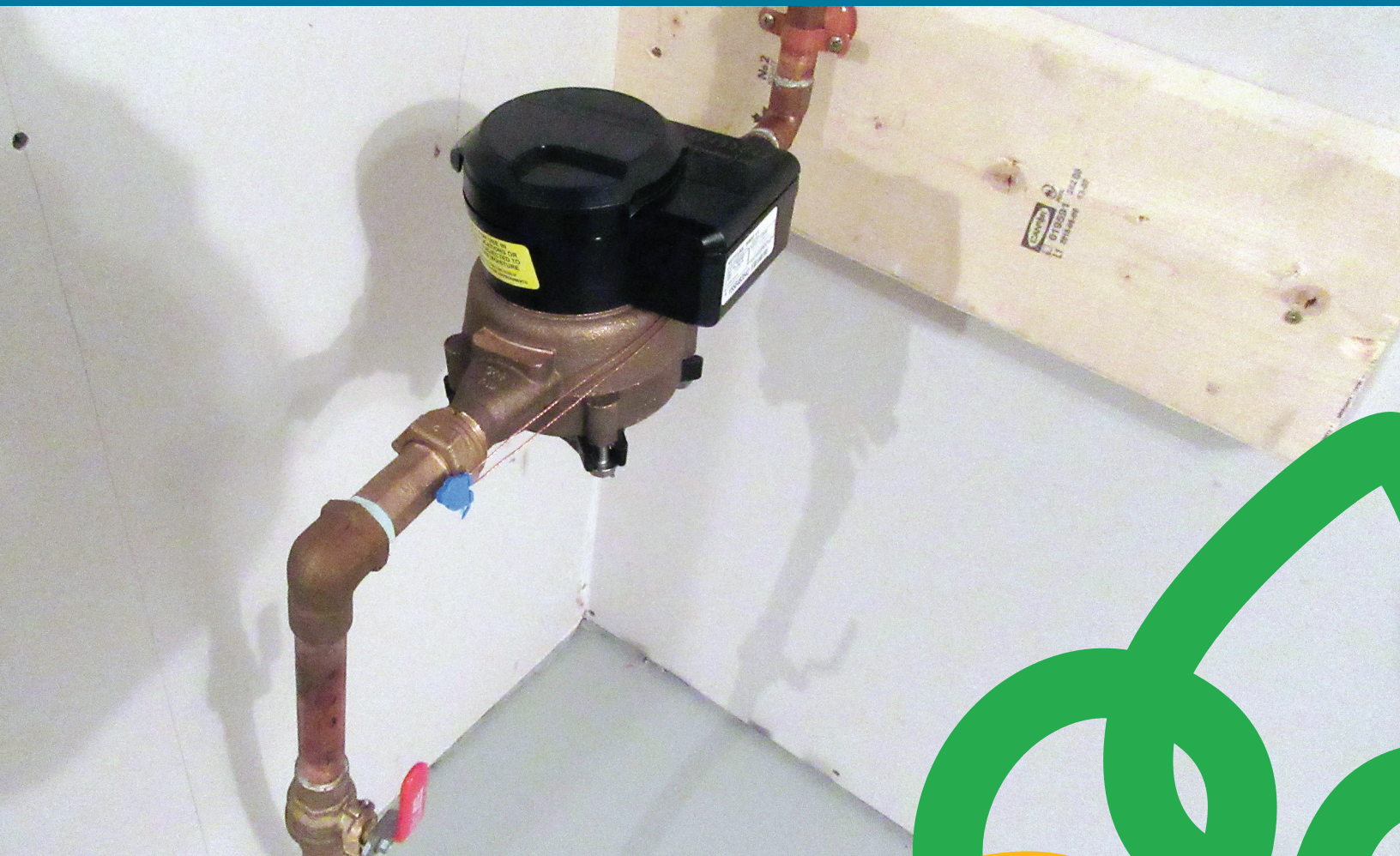


WATER METER REQUEST PERMIT

CITY OF BEAUMONT
Information Package for Home
Builders and Contractors



Water Meter Installation Requirements effective April 2021.

This information package states the requirements expected by Beaumont for every water meter installation within the City's jurisdiction.

Water meters are important instruments used by Beaumont to track water consumption; and, charge an accurate rate of water usage. Water meter installation is recommended during the construction phase and prior to occupancy of the building.

Important Note: Any water consumption recorded on the water meter before possession date will not be charged to the builder. It is considered construction water. The construction water charge the builder pays at the time of the building permit application covers this usage.

A Water Meter Request Permit must be completed and submitted to Beaumont Operations via email to WaterandWastewater@beaumont.ab.ca for approval prior to booking any appointment.

Documents referred to in this guide:

- Flow chart for Water Meter Request Process
- Water Meter Request Permit Application, Residential or Commercial (online)
- Beaumont's Water Meter Setting Standards and Guidelines (online)
- Beaumont's Bylaw 986-20 Fees and Charges

Installation Requirements:

A building is ready for a new water meter installation when:

1. The service line has passed all necessary tests and procedures according to Beaumont new water line commissioning guidelines, for commercial, industrial and/or multi-family installs.
2. The service line has been flushed and free of any sediment or rocks.
3. The building is heated to prevent freezing of water lines and the water meter.
4. Backflow preventer and fire protection system must be installed for commercial, industrial and multi-family installs.
5. Water is turned on to the meter setting so the water meter can be tested for leaks after installation.
6. The water meter setting meets Beaumont Water Meter Setting Standards and Guidelines.
 - a. Refer to Beaumont's current Water Meter Setting Standard Drawings on our website www.beaumont.ab.ca/578/Water-Meters



Booking an Appointment for Water Meter Installation:

1. For commercial, industrial and multi-family installs: The Water Meter Request Permit must be completed and submitted to Beaumont Water and Wastewater Services, Operations no later than thirty (30) business days prior to occupancy date; to allow for water meter delivery from supplier. Fees for these water meters must be paid prior to installation. Reminder: A water meter must be installed before occupancy will be granted.
2. For single-family residential, condominiums and row/townhouse installs: The Water Meter Request Permit must be completed and submitted to Beaumont Water and Wastewater Services, Operations no later than fifteen (15) business days before expected occupancy date. Fees are paid as part of the building permit. A water meter must be installed before occupancy will be granted.
3. Beaumont Water and Wastewater Services, Operations are available for water meter installations 9:00 am-3:45 pm Monday-Friday.
4. If a plumber has installed the water meter 1 1/2" (40mm) or larger, an appointment needs to be set up with Beaumont Water and Wastewater Services, Operations so the water meter and bypass can be secured and tested.
5. Beaumont Water and Wastewater Services, Operations will need access to the building. If the building is locked please provide a builder's key, lockbox code, garage code or have an adult available to meet the Beaumont Operator at the site of the installation.
6. If any of Beaumont requirements are not met, the Beaumont Operator will refuse to install the water meter. If this occurs the builder will need to make another appointment and expect a charge for each subsequent visit by a Beaumont Operator.

Fees and Charges:

1. Refer to Bylaw 986-20 Schedule "A" Fees and Charges:
 - i. Fees for the installation of 5/8" (16mm) water meters in single-family residential, condominiums and row/townhouses by a Beaumont Operator are included in the building permit fees.
 - ii. Fees for all commercial water meters **are not included** the building permit fees. Commercial water meters are supplied by Beaumont Operations and installed by a certified plumber. The fee will be included in the water meter permit approval, and must be paid prior to picking up the water meter.
 - iii. Additional fees may apply for canceled, changed or missed appointments.

Water Meter Request Flow

