Rule 5 - Extensions or Alterations to the Water Service Lines

No owner, tenant or plumber shall make any extensions or alterations for conducting water into any premises until he has first contacted the Division of Water and Wastewater and received approval to perform the required work. The Division of Water and Wastewater must also be notified within forty-eight hours after the completion of each job. At this time the meter can be resealed, if necessary, and the entire alteration can be inspected by a water meter serviceman. Should any of the work not be in compliance with the Division of Water and Wastewater standards, that portion would have to be changed. Failure to make such changes may result in the water service being shut off.

- A. Before any extensions may be made to the City water mains, three sets of drawings of the proposed extension shall be submitted to the City Engineer for review and approval. If the plan is authorized, the water line must be installed under the supervision of the Division of Water and Wastewater and/or the Engineering Department, all in accordance with standard City specifications. Upon completion of the extension, the owner shall file with the Engineering Department a set of "as built" plans complete with proper measurements and markings of all valves and size of mains and other such measurements as may be required.
- B. No plumber or other person shall undertake or cause to be undertaken any extensions or alterations for conducting water on or into any premises without first obtaining a written permit from the Health Department and Division of Water and Wastewater. The applicant must accompany the request for a permit with a complete description in writing of the uses for which the water is to be supplied (domestic, lawn sprinkler, fire lines, etc.). An inspection must be made within forty-eight hours after the completion of the work and no stopcock shall be left open or water turned on unless the permit so states.

Approved:		
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David Rhodes, Director of Public Service

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