

WATER METER SET PROCESS FOR COMMERCIAL BUILDINGS AND MULTI LIVING HOMES

Water meter request:

- 1.** Call the City of Meridian Water Division # 208-888-5242 and request for a water meter to be set.
- 2.** Once this is scheduled one of our Cross Connection Control Inspectors will conduct an inspection on the backflow preventer that was approved per the plans and your Public Works Inspector who was assigned to that job will inspect the water meter pit and meter setter.
- 3.** Once both inspectors have passed the inspections, the request is then scheduled for a Water Operator to set the water meter. This process can take up to 48hrs depending on workload.
- 4.** Primary assemblies must be installed on the main water supply that feeds the entire building as shown on the plans. It must be located immediately downstream of the building's main shut-off valve and prior to any connections or T's. In addition, backflow preventers do not require any length of straight pipe before or after the assembly. The assembly is to be readily accessible for annual testing and periodic repair and maintenance.
- 5.** The correct assembly must properly be installed before the property will be approved for occupancy.
- 6.** The assembly will need to be tested by a State of Idaho Licensed Backflow Tester within 10 business days of the water meter being set.