



AUXILIARY INSTALLATION INSTRUCTIONS AND METER REQUEST FORM

TO WHOM IT MAY CONCERN:

City of Delaware Ordinance 913.22 and 913.23 established the uses and charges for auxiliary meters. This package is designed to assist you with information on Auxiliary Metering Systems. Please read through this information carefully and return the Auxiliary Metering System Request Application to the City of Delaware Utility Billing Office. You will be contacted once your request is approved and pay the fees listed on the request form at the Utility Billing Office. If you have any questions regarding the completion or approval of your application, please contact the Utility Billing Office at 740.203.1250 ext 4.

All materials and labor (including meter spuds but excluding 5/8" x 3/4" water meter) necessary to install the auxiliary water meter shall be at the expense of the applicant and when using a plumber for this installation, they must be registered with the City of Delaware. The City will provide, upon payment a 5/8" x 3/4" auxiliary meter for the applicant, as per the Public Utilities Department specifications. *(Larger meters are to be supplied by the applicant and are subject to inspection/approval by the Public Utilities Department.)* The City will install all meters by appointment.

Approved Meter Manufacturer for 5/8, 3/4, 1, 1 ½, and 2-inch meters:

Mueller Systems LLC. Positive Displacement Meter with Solid State Encoder and potted 25' Mi.Node RF device

The auxiliary meter is to be installed downstream of the principal water meter for the property, on the water line branch connected to the irrigation system and/or the branch with water outlets where discharge does not enter the sewer system, (see detail enclosed) and inside the structure. The distance between each meter spud is 7 1/2" with shut-off valves before and after each meter spud to isolate the meter and auxiliary system.

The RF device (Mi.Node) is to be installed on the side of the structure within 3 feet of the front face of the structure. The touch read remote location must be kept accessible and at least 3 feet above ground but no more than 6 feet above ground.

A backflow prevention device is required to be installed downstream of the auxiliary water meter, the location will depend upon the type of backflow prevention device required and downstream auxiliary use. Please refer to your approved application for your required backflow prevention device. No bypass is to be installed on the backflow prevention device.

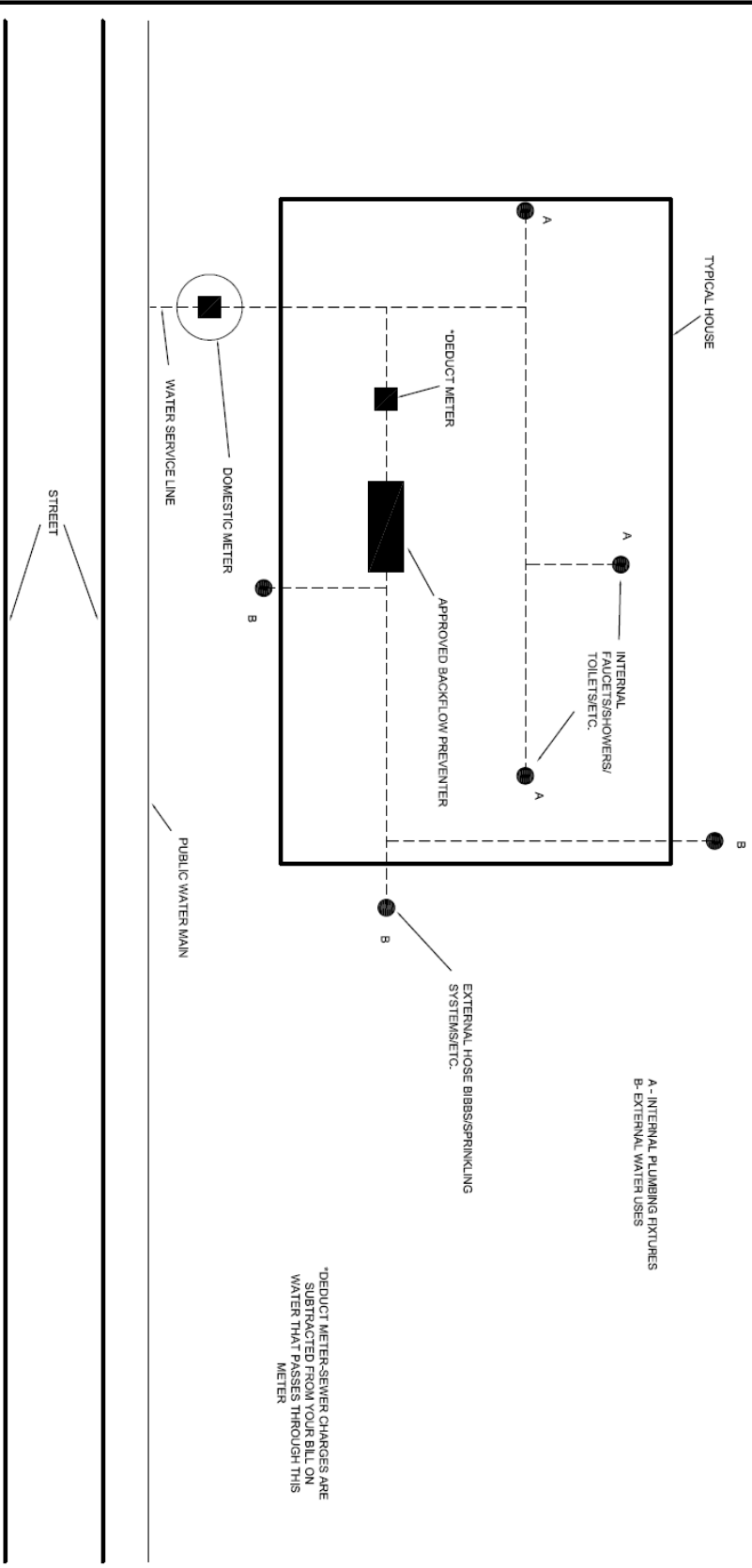
An Ohio Environmental Protection Agency approved backflow prevention device must also be installed and tested by a licensed backflow prevention tester certified by the Ohio Department of Commerce. A preliminary inspection must be made prior to any installation, and any questions you have can be answered at that time, or you may call 740-203-1900.

If you have any questions or require additional information, please contact the Public Utilities Department, Water Distribution Division at 740.203.1900.

Thank you,

City of Delaware
Public Utilities Department

INSIDE DEDUCT METER



A - INTERNAL PLUMBING FIXTURES
 B - EXTERNAL WATER USES

*DEDUCT METER-SEWER CHARGES ARE
 SUBTRACTED FROM YOUR BILL ON
 WATER THAT PASSES THROUGH THIS
 METER

INSIDE DEDUCT METER

**PUBLIC UTILITIES DEPARTMENT
 WATER DISTRIBUTION DIVISION**

**241 CHERRY STREET
 DELAWARE, OHIO 43015
 PHONE: 740.203.1900
 FAX: 740.203.1997**