



CITY OF WHEATON
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Outdoor Water Service & Metering Policy

Purpose: This policy outlines a program to balance the protection of the community's water supply with the service of water for outdoor purposes. Owners of single-family, residential properties may apply for water service for irrigation and other outdoor uses at a reduced rate, receiving a waiver for standard sanitary sewer charges.

Procedures

1. **Application Approval** – An "Application for Outdoor Water Service" must be completed and submitted to the Wheaton City Council for approval, with a \$10 fee payment and \$100 deposit, if applicable. The fee will be used to cover the cost of processing the application and inspecting the final service.

The application must list all uses for which the additional water service is being requested. Only appropriate outdoor water uses may be connected to the outdoor service. Anti-siphon faucets, irrigation systems, and other equipment must be installed so that backflow to the water system and drainage to the sanitary sewer are prevented.

The customer is responsible for ensuring that the procedure described in this policy is followed.

2. **Order and Purchase Water Meter** – Once the "Application for Outdoor Water Service" is approved, the meter shall be purchased by the customer through the Public Works Department. The customer is responsible for all meter costs. The customer will be contacted when the meter is available.
3. **Installation** – The customer shall have a separate water line installed, to provide the outdoor water service described on the application. The outdoor meter must be connected to the water supply before the main water meter, to prevent double-metering. The outdoor service line must include ball valves, the water meter, and if determined by the Public Works Department, possible back flow prevention. If the meter for the additional service is installed inside the property, the meter will be wired to the outside and a remote meter reading box will be installed for the City to obtain readings without entering the property. The customer is responsible for all service and meter installation costs.

If the customer has requested outdoor water service on another property/address, or at a location distant from the primary water service (and therefore, the outdoor service is not connected to the owner's primary water source, and instead directly and independently connected to the City's water main by its own service line), that fixture will be considered separate from the primary account, and be subject to monthly base fees, per unit usage fees, shut-off and reconnection fees.

4. **Inspection by Public Works** – The property owner must contact City Hall (320/563-4110) immediately upon the installation to schedule an inspection by a Public Works employee. Water shall not be used from the outdoor service until the inspection has been completed.

If a Public Works employee determines that the service has been inappropriately installed, or that illegal water usage has occurred, he/she may order that the outdoor water meter service be repaired and/or removed. Water and sewer charges may be charged retroactively, and the property owner will be responsible for all costs associated with the repair and/or removal of the service.

5. **Bill Payment** – Water usage will be tracked separate from the property's main account, and charged according to the City's water rate. Sewer charges will be waived.

Service and charges shall be made in the name of the property owner, in accordance with Wheaton City Ordinance #405.05, available online at www.cityofwheaton.com under "City Government."

6. **Monthly Meter Reads** - The customer is responsible for supplying a monthly meter read on their return billing stub (use "Meter #2" line). The Billing Department will estimate usage for one month, but if a reading is not returned the following month, a Public Works employee will manually read the meter and a "Read Fee" will be charged to the account.
7. **Ongoing Maintenance** – Maintenance of the outdoor water meter equipment, the service line from the water main to the water meter, and any fixtures attached to the service, are the sole financial responsibility of the property owner. ***If a leak is detected, the service must be discontinued and repaired immediately, by order of the City or the property owner at the expense of the property owner.*** Please see Wheaton City Ordinance #405 for more information, available online at www.cityofwheaton.com under "City Government."

No adjustments will be made to the outdoor service balance for leaks, unintended or unwanted water usage.

8. **Usage** - The outdoor water service is for the purpose of irrigation or other uses of water where it is reasonable to conclude that the water will not be discharged into the sanitary sewer. **No use of the outdoor water service is permitted except as is listed on the property owner's application.**
9. **Non-Compliance** – Non-compliance with this procedure will result in discontinuation of water service, possible civil penalties, and/or administrative fines, as described in Ordinance #405, available online at www.cityofwheaton.com under "City Government."