

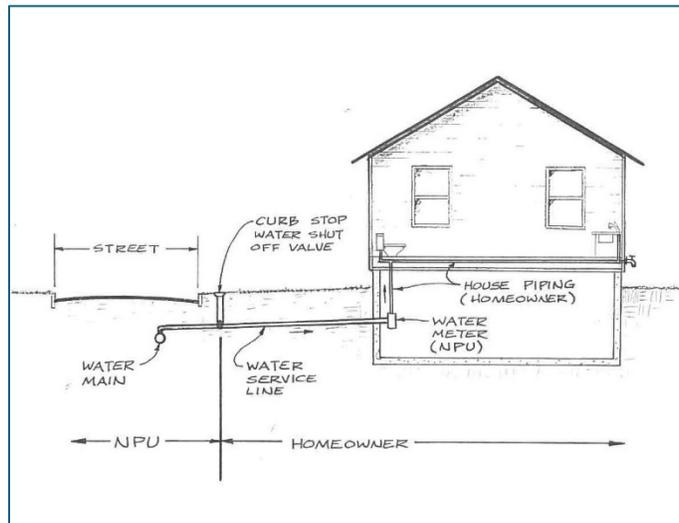
## WATER SERVICE INSTALLATION GUIDELINES

### STEPS FOR WATER SERVICE INSTALLATION

#### RESPONSIBILITY OF WATER AND OWNERSHIP

The Norwich Water System is divided into two (2) components:

**City owned main and service line** - The City owned water main and appurtenances consists of all water main line piping, valves, hydrants, and appurtenances located within the publicly owned right-of-way or City easements. The City also owns the water service line up to the curb stop typically located at the private property line. The City shall be responsible for the maintenance, repair and installation of new and existing water mains and service lines located within the publicly-owned rights-of-way or City easement.



**Privately owned mains and service lines** - The privately owned water mains and service lines and all internal building plumbing (with the exception of the water meter) is the responsibility of the property owner, who is responsible for costs associated with the furnishing, installation, repair, maintenance and replacement of these components.

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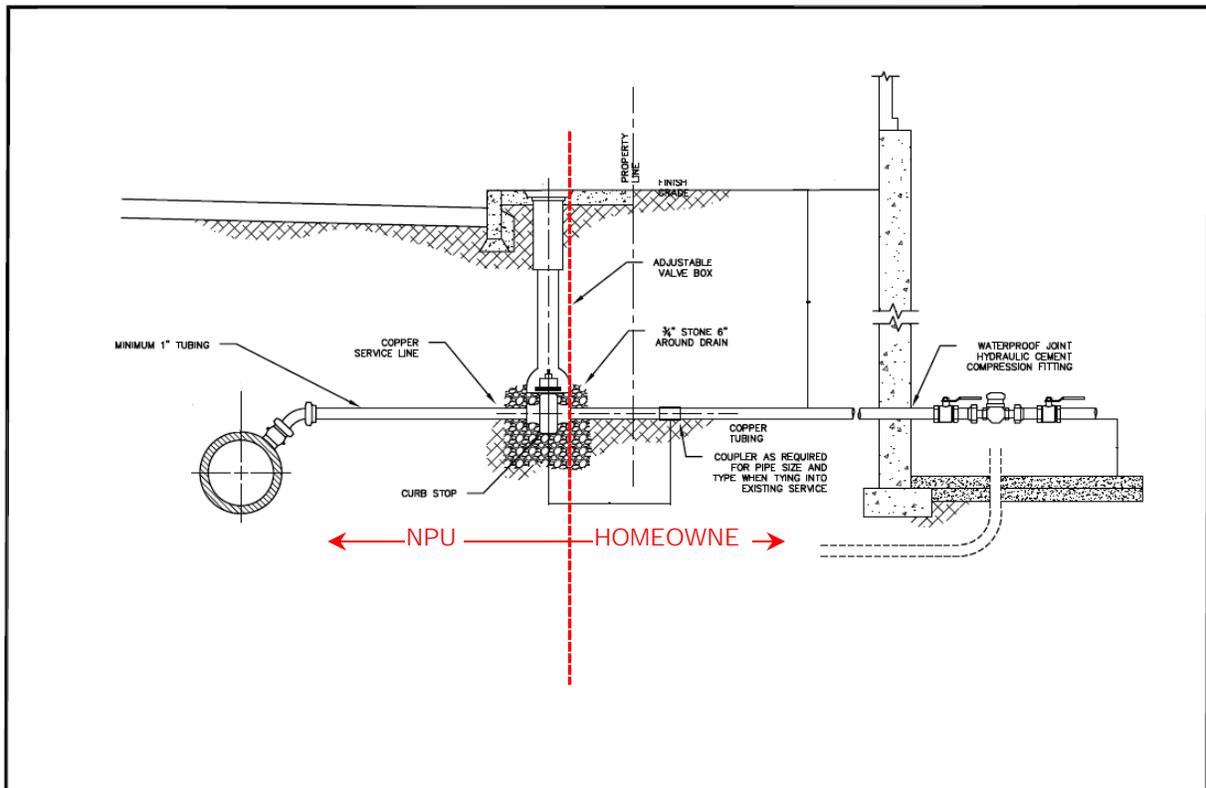
Follow these simple guidelines to ensure that your water service is installed safely and efficiently.

1. The owner must complete NPU water connection permit. Permit can be obtained at [www.norwichpublicutilities.com](http://www.norwichpublicutilities.com) or by calling 860-887-2555.
2. No person(s) shall uncover, make any connection with, alter, repair, or disturb any public or private water main or appurtenances connected to the NPU water system unless a valid permit has been issued by NPU.
3. Once a permit has been issued the permittee shall obtain a Connecticut Underground Utility Permit (Call Before You Dig) number (811), and, when working outside the confines of private property, obtain an excavation permit from the proper regulatory agency.

4. House connections may be constructed no less than 5 feet horizontally from any underground gas, electric or telephone service, or less than 10 feet from a sewer service or main unless specifically approved by the appropriate Utility and NPU, or as noted in the State of Connecticut Public Health Code and as amended.
5. Any trench containing a water service line or other appurtenance shall not be backfilled until the NPU authorized agent has completed an inspection and found the work to conform to the requirements of NPU in all respects and to be satisfactory as to the quality of the workmanship and materials.
6. The permittee shall notify the NPU authorized agent a minimum of one (1) business day in advance before starting any work authorized under the permit.
7. The permittee shall notify the NPU authorized agent a minimum of two (2) business days in advance to arrange an inspection of the work authorized under the permit.
8. The NPU duly authorized agent may order all or any portion of the permitted work to be halted, revoke such permit for the work, and/or refuse inspection for non-compliance with applicable construction and/or safety requirements.
9. The permittee shall provide the NPU authorized agent a record drawing of the permitted work.

## **GENERAL REQUIREMENTS FOR WATER SERVICE INSTALLATION**

1. Domestic service pipes should have a minimum diameter of 1 inch.
2. Domestic service pipes should be sufficiently flexible to prevent fracture from expansion, contraction, and differential settlement.
3. Domestic service pipes should be connected to a single-service corporation stop at the water main and should be installed with a shut-off valve and curb box.
4. Domestic service connections should be individually metered.
5. Means should be provided to flush dedicated fire service lines to remove stagnant water.
6. NPU will install or oversee taps at the mains and pipe to the curb box, also at the expense of the developer/home owner
7. When installation passes inspection, for both construction and water quality, NPU employees will install a water meter.
8. After completion of installation, inspection and water quality testing and prior to activating the service with water, the developer/homeowner shall provide a one-year maintenance bond. Upon expiration of the bond, the property owner will convey title of all water facilities and equipment installed up to and including the curb stop to NPU. NPU will be responsible for the service line up to the curb stop. The owner will be responsible for the service line on their property, any pressure reducing or enhancement devices, and all internal building lines.



## WATER METER INSTALLATION

1. The water meter shall be located in the basement or mechanical/utility room if one is available.
2. The water meter shall be placed where the water service line comes through the basement wall or basement floor. Where no basement is provided, the meter shall be placed where the service line comes through the wall or floor of the mechanical/ utility room.
3. All water meters installed within buildings shall be in a horizontal position, a valve must be installed between 6-12 inches from where the water service first penetrates the floor or wall of the structure.
4. The base of single water meters shall be set at a height not less than 30 inches, and not more than 42 inches, above the floor surface.
5. Meters shall be indoors and protected from freezing and any other damage.
6. Meters may not be located above the first or ground floor level under any circumstances. The individual water meter servicing a dwelling unit shall be the only water meter located within the interior space of that dwelling.

7. No water meters may be installed in a crawl space under a residence. A meter pit may be installed outside the residence if the meter cannot be installed in the basement or mechanical/utility room.
8. A minimum of three feet of working clearance around the meter is necessary for routine meter maintenance.

<b>Water Meter Size</b>	<b>Meter Location - Maximum Distance from Wall (including incoming water line and length of meter housing)</b>
5/8"	7.5 Inches
1"	10.75 Inches