



Department of Public Works  
Water & Sewer Division  
1174 E. Mt. Garfield Rd  
Norton Shores, MI 49441  
(231) 799-6804  
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## Irrigation Meter Installation Instructions

The following instructions are to assist home owners with the installation process of installing an irrigation meter.

- Apply for plumbing permit through the Building Department
  - 231-799-6801 or
  - <https://nortonshores.org/index.asp?keyword=plumbing+permit&SEC=0353D552-3F03-405C-96C3-A0522F30E44A>
- Purchase the irrigation meter through the Water & Sewer Dept
  - 231-799-6804
  - Cost based on meter size
- After the permit and meter has been purchased, **the homeowner/plumber is to prep the plumbing for the meter to be installed.** The meter is to be installed by the city's service technician.
- Homeowner to call the Water & Sewer Dept to schedule (2) appointments 231-799-6804.

**1<sup>st</sup> appointment** is to have the city turn the water off at the street.

- This appt. is typically done in the A.M. The water service will be disrupted until all the plumbing and meter is reset.
- Once the water is off, the homeowner/plumber will remove the inside valve.
- The service tech will then remove the domestic meter.
- Homeowner/plumber will replumb the pipes according to installation instructions.

**2<sup>nd</sup> appointment** is to have the city set the meter and turn the water on.

- This appt. is typically scheduled for later within that day and will occur after the plumbing has been changed.
  - The service tech will reinstall the domestic meter and set the irrigation meter.
  - The valve after the irrigation meter must be installed at the conclusion of this appt.
  - The service tech will turn the water service back on at the street and ensure no leaks prior to the meter.
  - \*NOTE: The plumbing after the irrigation meter does not have to be completed in full.
- After the homeowner/plumber has completed the remainder of the plumbing connecting the new irrigation meter to the irrigation system, you will need to call the Building Division 231-798-6801 to schedule a plumbing inspection.

If a non-rigid water service material or domestic piping (i.e. plastic tubing, or piping) is used to connect to the meter, a permanent support stand or device shall be installed to support the weight of the meter **before** a meter will be set. **A 24" clear space must be maintained around the meter location at all times.**

The City of Norton Shores does **not** regulate water wells, therefore continued use of your existing well is acceptable to the City as long as there is absolutely no cross connection between any pipe with well water and those with public water. An inspection for this condition will take place when the meter is installed.

The following sketch is of a typical irrigation water meter installation. If you have any questions, please call our Water & Sewer Division at 231.7999.6804 and ask for additional information.

