

CHECKLIST FOR DEDUCT METER PERMIT

Initial Submittal

- Address, Parcel, Owner (APO) information
- Bill to information
- Butler County Health Department Backflow Approval for deduct meter along with the backflow device serial number.
- Any other applicable applications needed, i.e.; Health Dept., BCEO, etc...

Plan Submittal

- Plan or sketch of the existing water service showing the location of the branch for the deduct service line connection in conjunction with the existing domestic meter and the internal plumbing. Show also the location of the deduct meter whether inside or out, and the location of the backflow device.

*Please visit <http://des.butlercountyohio.org/html/contractors/Fees.cfm> for info regarding Water Capacity Fees and Water Meter Fees, or to print a copy of the ERU Letter for your project.

*Please visit <http://des.butlercountyohio.org/html/contractors/StandardSpecifications.cfm> for the current BCDES Standard Specifications and Details.

*To see a copy of our current brochure for Metering Outdoor Water Use for further information regarding deduct meters and the purpose for there use, please visit: <http://des.butlercountyohio.org/html/Myaccount/documents/MeteringOutdoorWaterUse.pdf>.

*If a water main extension is required, the project(s) must be completed and approved for connections by BCDES before the permit to connect can be issued or any taps or service lines can be started. This is a different process; please visit <http://des.butlercountyohio.org/html/contractors/documents/ChecklistforMainExtensions.pdf>.

*Fees for the deduct meter are to going to be independently based on the size and type of meter requested and required for the application submitted.

*Once all plans are approved and all documents have been received along with any water main extensions being approved, the meter fee(s) can be paid and the permit application can be issued.

*Please remember to contact the BCDES Engineering office at (513)887-3066 option 4 to schedule any meter sets. If the meter is an inside set, we will need to schedule when someone will be available to allow a BCDES Customer Service Technician to gain access to install the meter inside the premise after the necessary plumbing modifications have been completed.