

**TOWN OF CHESAPEAKE BEACH
WATER SUB-METER
(Administrative Procedure)**

Sub-Meter Information

For customers who use an amount of water where water does not return to the sewerage system for necessary treatment a sub-meter which measures outside water use only may be cost effective. The Sewer Usage on your bill would reflect only the “household” or inside portion of the consumption.

A Calvert County Registered Master Plumbers will be required to perform any and all work, including the on-site plumbing modifications, required to provide a separation of household and outside water services.

The program requires that the customer’s plumbing be configured to separate the water distribution lines on the customer’s property which drain to the sewer from those which do not drain to the sewer.

Minimum costs for installation of a sub-meter:

One-Time Sub-Meter Purchase Charge (Meter provided by the Town)	
5/8” Meter (commercial or different meter sizes will be priced upon request)	\$135.00
MXU (Transmitter for Meter Reading)	\$145.00
Pit Package	\$315.00
Additional Inspection Fee (Per Visit, If Needed)	**\$100.00
Plumbing Permit /Initial and Final Inspection Fee	**\$200.00
On-site plumbing work, arranged with your Registered Master Plumber and completed at the property owner’s expense*	\$?
Total	\$?
<p>* The Town cannot estimate this expense. The cost of on-site plumbing is negotiated between the customer/property owner and a Calvert County approved Registered Master Plumber who will make the plumbing modifications. The meter system must contain a back flow preventer. One sub-meter will be allowed per master meter account. These charges are typical for an outside installation. Inside installations would require the meter and MXU as well as inspections. Please call the Public Works department with any questions (301) 855-8398.</p>	
<p>** A onetime payment grandfathering for permit and inspection fees can be granted if an application and final installation are made one calendar year from final adoption of this procedure.</p>	

Notes:

1. You will be responsible for all costs associated with the installation of the private sub-meter, additional plumbing, etc. The private sub-meter belongs to you.
2. Since this is a private water sub-meter, you will be required to maintain it in good operating condition per the manufacturer’s specifications.

3. The applicant will own and maintain the meter system.
4. If your sub-meter is malfunctioning and you do not take the necessary steps to correct it, you will be put back on the Town's standard billing system.
5. Any meter warranty provided by the manufacturer will be passed on to the purchaser, pending manufacturer approval.
6. The Town reserves the right to inspect the meter systems from time to time to ensure proper function.
7. If at any time you decide to discontinue being charged based upon the private sub-meter readings, the meter will require removal and lines capped by a Calvert County approved Registered Master Plumber. An inspection by the Town will be required to complete the removal process.

Using a sub-meter, how is a sample bill calculated?

Main Meter registers 45,000 gallons of water in a 90-day billing period. Sub-Meter, measuring outside usage, registers 27,000 gallons of water used outside in a 90-day billing period.

Registered Difference between the Main Meter and the Sub-Meter consumption is 18,000 gallons of water, which represents amount used in house and subject to Sewer Usage Charge.

The Bill calculations based on this example are:

WATER CONSUMPTION RATE For Water Use, 90 Day Billing Period (Quarterly) 45,000 Gallons \$Variable Rate per 1,000 Gallons	Variable Rate/1,000 gal x 45 = \$ Number A
SEWER USAGE RATE (with a Sub-Meter) For Sewer with sub-meter, 90 Day Billing Period 18,000 Gallons` \$Variable Rate per 1,000 Gallons	Variable Rate/1,000 gal x 18 = \$ Number B
SEWER USAGE RATE (without a Sub-Meter) For Sewer without a sub-meter, 90 Day Billing Period 45,000 Gallons \$Variable Rate per 1,000 Gallons	Variable Rate/1,000 gal x 45 = \$ Number C
Customer Savings (with Sub-Meter) Based on 45,000 Gallons of Usage	Number C – Number B = \$Total Number

NOTE:

The variable rate is based upon the latest approved water and sewer manual rate sheet – schedule 'A'.

Procedures for Installation:

1. Complete the Town of Chesapeake Beach Sub-Meter Application. The application must be signed by a Calvert County Master Plumber. Return to the Town with the sub-meter fee and application/initial inspection fee.
2. Upon receipt of the application, the Town will contact the applicant to schedule an on-site inspection for location of the meter. The proposed sub-meter location must be approved by the Town prior to commencing with any work. The sub-meter shall be

located at the property line/Town right-of-way line unless otherwise approved by the Town.

3. After the sub-meter has been installed, notify the Town for final inspection.
4. Once there is an approved installation, the equipment will be registered and configured in the owner's utility billing account. Upon completion of these steps the sub-meter will register the information allowing for the subtraction of sub-metered water. Since Chesapeake Beach bills quarterly the first billing quarter will reflect only the portion of water that was sub-metered after the approved installation and registration.

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Town of Chesapeake Beach

Sub-Meter Application

1. Applicant Contact Information – Please Print
 Applicant – Must be provided owner with an active account (paid current)

Name		Cell Phone No.	
Business Name (If Applicable)		Work Phone No.	
Street Address		Home Phone No.	
City / State		Email Address	
Postal Code			

Master Plumber – For Applicant

Name		Cell Phone No.	
Business Name (If Applicable)		Work Phone No.	
Street Address			
City / State		Email Address	
Postal Code			
License No.			

Applicant Account Information

Account No.	
Customer Name on Account	
Physical Address for Sub-Meter if different from Applicant Address	

2. Sub-Meter Requested Information
 Applicant information to be completed with consultation of public services staff

Town Employee Assisting Applicant:			
Residential <input type="checkbox"/>	Commercial <input type="checkbox"/>	Industrial <input type="checkbox"/>	Government <input type="checkbox"/>
Reason for the Sub-Meter:			
Sub-Meter Size Requested			
Standard <input type="checkbox"/>		Sub-meter Type (Check Box Below)	
Non-Pit Meter <input type="checkbox"/>	Pit Meter <input type="checkbox"/>		

3. Sub-meter Location Sketch

Applicant will provide a plumbing sketch showing location of primary water meter and location of proposed Sub-Meter. Sketch must show discharge location of water flow through sub-meter and sub-meter's approximate distance from road and house wall.

Signature of Employee accepting sketch:	Date:

4. Applicant Certification

I certify that all the above information on this application is true and accurate and am aware of the penalties for the misuse of the sub-meter under provisions of the Town Code and this procedure.

Applicant Signature:

Date:

5. Payment for Sub-Meter – See attached sub-meter costs

Person Taking Payment:		Date Paid:	
Amount and Method of Payment	Cash \$	Check \$	Credit \$

This Section to be completed by Public Works Department (if appointed).

6. Installation and Inspection

Date Public Services Notified Sub-Meter Ready for Inspection:		
By Whom?		
Installer Name (Master Plumber)		
Company		
Address, City, State, Postal Code		
Telephone No.		
Inspector Name		
Company		
Address, City, State, Postal Code		
Telephone No.		
Inspector Signature		
Date Sub-Meter Approved:	Date Sub-Meter Denied:	
Reason for Denial:		
Sub-Meter No.	MXU No.	Master Meter Reading:

NOTE: Meters of larger sizes and different installation configuration are subject to review and consideration by the Town.