



CITY OF ELMHURST

**209 NORTH YORK STREET
ELMHURST, ILLINOIS 60126-2759**
(630) 530-3030
www.elmhurst.org

NEW WATER SERVICES & WATER SERVICE UPGRADES **INSTRUCTIONS TO CONTRACTORS**

The Owner and/or Contractor are responsible for insuring all water use is properly metered with the use of a City of Elmhurst water meter purchased when the permit is issued. After the water service line is installed, flushed, and connected to the building, the B-box shall remain off until the water meter is installed. If water is not required, the B-box shall remain off until such time water is required or the Certificate of Occupancy is issued.

All alterations and additions which increase the demand on water supply shall require a water service upgrade to 1" diameter type K copper line. A new 1" in diameter water meter is also required. Meters larger than one (1) inch will no longer be allowed in single-family homes. Builders or owners who request larger water meters will need to do so in writing to the Director of Public Works. The request must demonstrate that the water demand for the home significantly exceeds the capacity of the City's standard one (1) inch water meter.

The Contractor will call the Water Billing Division, of the City's Finance Department, to schedule the water meter installation. Water Billing may be reached at 630.530.3110 or 630.530.3111. It is the responsibility of the Contractor to have the proper meter "spread" set and ready for installation when the City's meter installer arrives. Please follow the instructions on the reverse side of this notice.

**FAILURE TO PROPERLY METER ALL WATER USE IS A
VIOLATION OF THE CITY CODE AND SUBJECT TO
PENALTIES AND REVOCATION OF THE CONTRACTOR'S
PERMIT**