

**RICHMOND  
WATER & SEWER**

**POLICY CONTROLLING THE NUMBER OF WATER METERS PER STRUCTURE**

**Purpose Statement:** The purpose of this policy is to align the number of shut-off valves with the number of meters on the line such that the Water and Sewer system is not compelled to a) shut off paying customers when shutting off non-paying customers and/or b) continue providing service to a non-paying customer in order to avoid shutting off a paying customer.

**Policy:**

Each structure that is serviced by the Richmond Water Resources Department (RWRD) shall have only one Town water meter per water service line. If the building owner seeks to have multiple Town water meters, then a water service line for each Town meter must be constructed at the building owner's expense, from the water main to the building.

If a building has two or more owners, where each owner owns a physically separate portion of the building, then the building must have one Town meter for each separate portion of the building, with each meter having its own water service line connected to the water main.

Internal plumbing beyond the Town water meter can be split to allow for individual private water meters for each unit, however these water meters will not be read by RWRD. RWRD will only read the Town water meter, and all billing will be based on the Town water meter, regardless of any discrepancies between the Town water meter and any private water meters located downstream of the Town water meter. The Town water meter will be billed to the structure owner. When a structure has both commercial and residential fixed costs the metered/usage rates shall be billed at the commercial metered/usage rate.

At the time this policy is adopted the Water and Sewer Commission is aware that there are:

- Existing structures with multiple Town water meters located on an individual water service line.
- Existing structures with two or more owners, where each owner owns a physically separate portion of the building, with only one Town water meter.

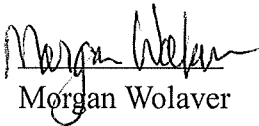
These structures do not have to come into compliance with this policy. The intent of this policy is to:

- Prohibit existing structures which currently have one Town water meter per water service line

from adding additional Town water meters on an individual water service line.

- Prohibit new structures from being built with more than one Town water meter per water service line.
- Mandate that if an existing structure becomes owned by two or more owners, where each owner owns a physically separate portion of the building, each portion of the building shall have a dedicated water service line and Town water meter.
- Mandate that if a new structure is built and is owned by two or more owners, where each owner owns a physically separate portion of the building, each separately owned portion of the building shall have a dedicated water service line and Town water meter.

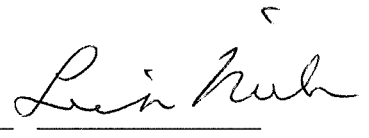
Adopted: 12/2/2024

  
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