



RESIDENTIAL METER RELEASE (RMR)



Please initial that you have read and agree to the following terms & conditions:

- _____ All water use must be metered. Use of a jumper is not allowed. All violations will be prosecuted.
- _____ As soon as the meter is released a utility billing account will be set up for the property in the name of the owner, copying the responsible party (if different), and all appropriate monthly fixed and consumption charges shall be incurred.
- _____ Appropriate backflow prevention must be present. Violations to these regulations will result in fine and/or imprisonment.
- _____ The applicant is responsible for lost, stolen or damaged meter and related meter infrastructure. A replacement meter may be acquired at the Water Department. The associated account will be assessed applicable charges.
- _____ Every inspection is a new inspection. All criteria & standards will be re-inspected at each inspection.
- _____ A \$50 re-inspection fee shall be charged for failure of initial re-inspection. The fee will double for each subsequent re-inspection until the inspection is passed. For example, the second failed inspection is \$100, third is \$200 and so on. Such fees shall be placed on the Building Permit associated with the property.
- _____ Certificate of Occupancy is received through the Building Division. Passing containment & isolation backflow prevention tests, performed by a State & Town certified tester shall be received & approved by Castle Rock Water prior to issuance of C/O.
- _____ Crawl space installations are not permitted; meter tree shall be installed in a utility closet if no basement is present. All criteria and standards will be enforced per appropriate detail. Meter set inspection will fail if meter tree is located within crawl space.

INSPECTION STANDARDS & PROCESS:

1. Obtain permit from the Town of Castle Rock Development Services Department located at 100 N Wilcox St. Payment of system development fees & meter set fees is required for permit issuance. **(The meter must be used for the address to which it is assigned. If the assigned meter is not installed at the associated property, the inspection will fail & the Meter Transceiver Unit - MXU - will not be set.)**
2. Once meter is ready for inspection, the applicant shall contact Castle Rock Water via email at meterset@crgov.com. **All inspections & installations of MXU's will be conducted within 4 business days after the initial inspection/installation request is received.**
3. Inspection failure/Re-inspections - Should the meter &/or other associated appurtenances not meet requirements:
 - a) Meter set inspection results will be provided by email to the email address provided on the initial building permit application.
 - b) Re-inspections shall be requested via email at meterset@crgov.com. **A \$50 fee will be charged for each re-inspection.**
4. Compliance with all public works & water related criteria, regulations, municipal code, policies and Cross-Connection Control standards is required, and will be reviewed, including:
 - a) Area accessible for meter set (interior sets, site unlocked – failure to allow access results in failed inspection.)
 - b) Curb stop shall be placed 1-ft from the sidewalk within the right of way, and shall be to finished grade, be operational and may not be in the driveway. **An approved curb stop variance must be obtained through the Building Department for curb stops in driveways.**
 - c) Location of meter (interior or exterior set) shall be immediately upon entrance of piping into structure.
 - d) Securing meter (interior set shall be secured no more than 3-inches between wall & piping and the meter tree shall have no movement).
 - e) Appropriate backflow prevention assembly, in appropriate orientation & applicable drainage is required.
 - f) Lay length of the meter yoke for ¾ -inch meter is 7.5-inches.
 - g) Meter yoke shall be an A.Y. McDonald Left hand entrance, or approved equal.
 - h) MXU wire (no more than 50-feet, **NO EXCEPTIONS**) shall be present and properly installed.
 - MXU location shall be 4-ft back of corner & 4-ft off of ground on either side of home. **Any variance must be approved.**
 - MXU wire will be attached to meter. If lost, a replacement can be obtained at Castle Rock Water for a fee. The wire must not be blocked by fencing, landscaping or backflow prevention device, Castle Rock Water shall have access to MXU once set.

Information regarding regulations, criteria & specifications may be obtained online at www.crgov.com. Water criteria, water service line and meter set specifications are also available at the Castle Rock Water located at 175 Kellogg Ct. Public Works Regulations are available at 4175 N Castleton Ct. For further information regarding meter sets & backflow testing, contact the Castle Rock Water at 720-733-6000.

Meter Request Date: _____

Permit #: _____

Service Address: _____

Owner's Name: _____

Builder's Name: _____

(If different)

Contact #: _____

Billing Address: _____

SIGNATURE OF RESPONSIBLE PARTY - On behalf of Builder/Company

Signature reflects that the party understands and is responsible for the provisions identified herein and for the receipt of meter.

Date: _____

PRINT NAME OF RESPONSIBLE PARTY

****Builder/Company will be responsible for all fines & fees for violations of RMR**

TYPE/SIZE OF SERVICE (OFFICE USE ONLY)

- Single Family Residence
- TH
- Condo Meter Size: _____ SFE: _____

OFFICE USE ONLY

BOOK _____ PAGE _____ PLOC _____

Audit#: _____ iPerl Top issued: Yes No

LOT SIZE: _____ IRRIGATED AREA: _____

Oth 1 Lat N _____

Oth 2 Long W _____

OFFICE USE ONLY

ATTACH METER TAG or WRITE in METER#

METER# _____

Revised 01/2021