



Metering-Multi Metering Requirements, Duplex/Multiplex and Chambers – Standards

1. Purpose

The purpose of this document is to outline Kitchener Utilities requirements for properties requiring multiple meters, duplexes, triplex, multiplex and meter chambers.

2. Background

Ontario Building Code 7.6.1.3(5) Where the water supply is to be metered, the installation of the meter, including the piping that is part of the meter installation and the valving arrangement for the meter installation, shall be according to the *water purveyor's* requirements.

3. Work Instruction

There must be a building permit associated with each meter request. A drawing must be provided to show unit names. Numerical units names are preferred (eg Unit 1, Unit 2) Meter requests can be made via the [Residential Water Meter Request Application](#).

Multi Metering

For any new or existing structure requiring more than one water meter, one of the following criteria must be met before water meters will be issued:

1. For each additional meter required, a separate water service complete with gatebox must be ran into the structure, if the service extends from a curb stop at the property line to a meter located in a second floor unit, it should be a continuous length of pipe to avoid having joints in a lower unit. The shut off valve must be just prior to the meter.

OR

2. One main lateral is taken from the street directly into a meter room with outside access and a key supplied to the City of Kitchener, and where tenants or unit owners do not have access. This service can then be manifolded to

accommodate the required number of water meters. A by-pass is required for each meter set under this option. See fig 1: Meter Manifold drawing below.

If the units are street fronting and owned and addressed individually, water services should come from individual laterals off the street with a shutoff valve at the property line for each unit. The units are allowed to have individual water meters. It should be noted that if the developer chooses this option, they should have gone through severance and part lot control for approval (for individually owned properties).

If the units are not street fronting and have multiple unit numbers addressed to one street address, the metering can be accomplished by taking one main lateral from the street with individual laterals being fed from the main lateral. If this alternative is chosen, the following conditions must be agreed to by the developer in writing:

- A meter is installed in each unit with the developer paying capital costs of the water meter installation and the associated remote/automated meter reading costs if required.
- Each individual lateral has its own shutoff valve outside of each unit and only feeds one unit.
- It must be recognized that the piping on private property is the responsibility of the property owner/s. This responsibility includes up keep and general maintenance of the system to ensure proper and safe working conditions. If leakage occurs on customer owned property, the owner/s must affect repairs.

In the case of existing townhouses, condos or multiple building commercial properties that wish to convert to individual meters and where there is extensive piping on private property before the meter(s) a leak detection survey must be completed by a reputable company to the satisfaction of Kitchener Utilities.

Meter Chambers (Pits)

Kitchener Utilities does not permit the installation of water meters in chambers (pits). Chambers (pits) pose a safety concern and required confined space entry procedures to enter.

Duplex/Triplex

The minimum single water meter size for a triplex is (25MM) 1". If water consumption is metered separately, the following are three alternatives:

Dual City Meters

Existing water service can be split after the service box, on private property. Each unit requires an individual service box, and meters may be within each unit. The owner is responsible to maintain the service boxes and service mains on private property, not the City of Kitchener. The City of Kitchener will only access the private service box if the water account is in arrears. Acceptable service boxes are outlined in the Material Specifications section of the Region of Waterloo and

Area Municipalities Design Guidelines and Supplemental Specifications for Municipal Services.

City Meter Room

A Meter room holding both meters with access from either outside the building or in a common area. No tenants should have access to the meter room. The City of Kitchener will not go through a unit to access the meter room. The City is to be supplied with keys for meter reading and service access.

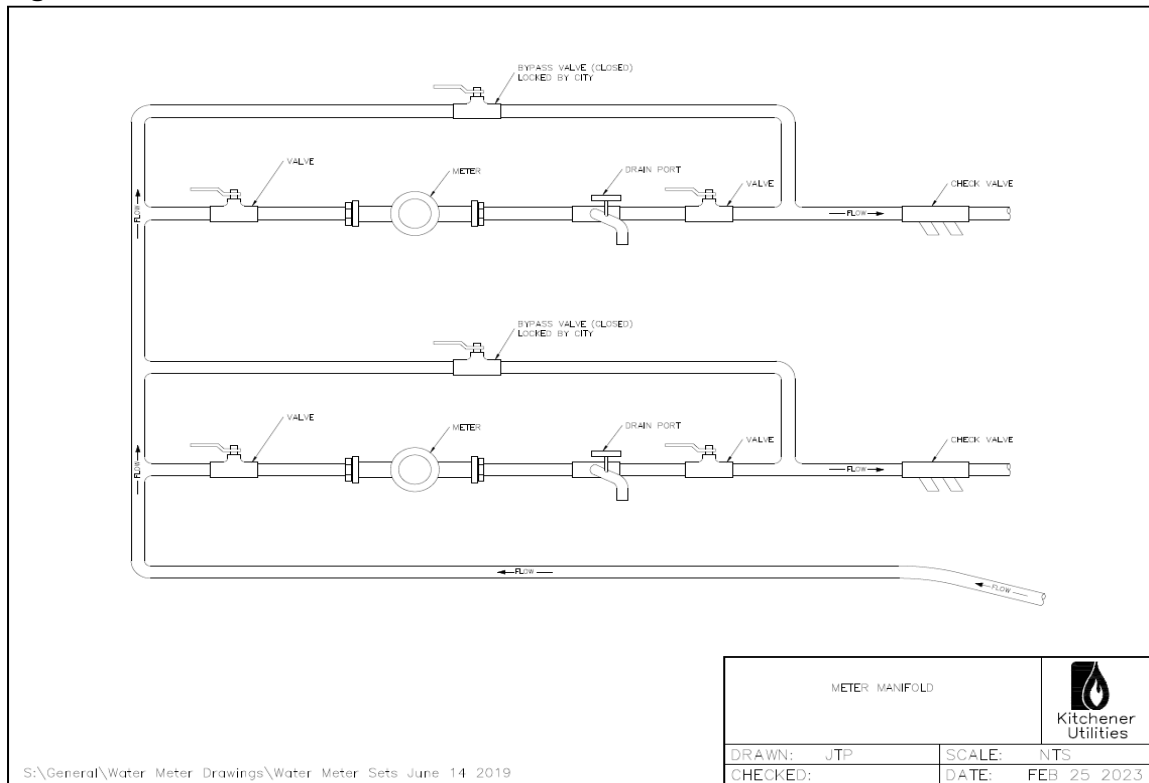
City Meter installed with Private Meter

Owner may install a private meter to complete internal billing, however the City of Kitchener will only bill based on the City owned meter (total water consumption). The owner is responsible to maintain/operate/replace the private meter and to any meter disputes. Contact the City of Kitchener's Utilities Water Meter Shop at 519-741-2600 ext. 4537 to arrange for meter inspections or for further clarification to discuss the above options.

Meter Set Drawings

Meter set drawings showing installation requirements, including backflow prevention device locations (where required) are available on-line as part of the Development Manual.

Fig 1: Meter Manifold



4. Associated Documents

Meter Set Drawings

[Residential Water Meter Request Application](#)

5. History of Changes

Revision: 0
Date: May 31, 2019
Description: Initial
By: Angela Mick

Revision: 1
Date: June 8, 2023
Description: Multiplex added. Section 3 introduction added.
By: Angela Mick

Revision: 2
Date: December 19, 2023
Description: Reference to and included meter manifold drawing.
By: Angela Mick

Revision: 3
Date: February 9, 2024
Description: New 1" standard for triplex.
By: Angela Mick