

ROOT CREEK WATER DISTRICT

Policy on Water Meter Installation and Final County Inspection

Effective Date: April 1, 2026

Adopted March 9, 2026

1. Purpose

The purpose of this Water Meter Installation and Compliance Policy (“Policy”) is to require installation and inspection of water meters for all new connections to the Root Creek Water District (“District”) water system prior to final inspection of new construction by Madera County. This Policy establishes mandatory procedures governing meter installation, documentation, and interagency coordination.

2. Authority

This Policy is adopted pursuant to the District’s authority under California law to regulate, control, and manage connections to its water system, to protect public health and safety, and to establish reasonable rules and regulations for water service and system operation within its jurisdiction.

Compliance with this Policy is a condition of receiving water service from the District.

3. Applicability

3.1 This Policy applies to all new single-family residential construction, commercial construction, and any structure requiring a new connection to the District’s water system.

3.2 No new connection shall be deemed complete until a District-approved meter has been installed and inspected in accordance with this Policy.

4. Builder Requirements

4.1 Request for Meter Installation

4.1.1 Prior to requesting a final inspection from Madera County, the builder shall submit a request to the District for water meter installation.

4.1.2 The builder shall request installation sufficiently in advance to allow scheduling and completion by District staff.

4.1.3 Failure to timely request installation shall not obligate the District to provide expedited service.

4.2 Site Readiness Requirements

Prior to installation, the builder shall ensure:

4.2.1 The meter box location is fully accessible to District personnel.

4.2.2 The meter box is properly installed, in good working condition, structurally sound, and free from cracks, breaks, or other damage.

4.2.3 The meter box is clean and free of trash, debris, soil, construction materials, standing water, or obstructions.

4.2.4 The service line is installed in accordance with District standards and is ready for meter connection.

4.2.5 The site conditions are safe for District personnel to perform installation.

If any of the above conditions are not met, the District may refuse installation and require corrective action prior to rescheduling. Any reinspection or return visit may be subject to applicable fees.

4.3 Inspection and Proof of Installation

4.3.1 Upon installation, the District shall inspect the meter and connection for compliance with District standards.

4.3.2 If compliant, the District shall issue written confirmation of meter installation and inspection.

4.3.3 The builder shall provide written proof of installation to Madera County when requesting a final inspection.

4.3.4 The builder bears sole responsibility for submitting proof of installation to Madera County.

5. District Responsibilities

5.1 The District shall install meters upon satisfaction of all applicable requirements and payment of any required fees.

5.2 The District shall maintain an updated list of completed and approved meter installations.

5.3 The District shall provide the installation list to Madera County upon request.

6. Final Inspection Requirement

6.1 No project subject to this Policy shall be eligible for final inspection by Madera County unless the inspection request is accompanied by written proof of water meter installation issued by the District.

6.2 The District may notify Madera County that a property is not eligible for final inspection if meter installation has not occurred or has not been approved.

6.3 A meter installation shall not be considered complete until inspected and approved by the District.

7. Enforcement

7.1 Compliance with this Policy is mandatory.

7.2 The District may refuse to confirm meter installation, may decline to notify Madera County of compliance status, and may notify Madera County that a project is not eligible for final inspection if the requirements of this Policy have not been satisfied.

7.3 The District reserves all rights and remedies available under California law to enforce this Policy.

8. Effective Date

This Policy shall take effect on April 1, 2026, and shall apply to all new construction projects requesting connection to the District's water system on or after that date.