Secondary Meter Installation Checklist

Now that you have your secondary meter…

Use this checklist to complete the process*.  
(Follow the steps in order)

☐  1. Have plumbing changes made and meter installed.

☐  2. Call the Building Division at (248) 594-2818 to schedule an inspection, you will need your permit number.

        My permit number is: _____________

☐  3. Installation approved by plumbing inspector

☐  4. **After inspection approval**, call DPW – Water & Sewer Division at (248) 594-2800 within 24 hours to schedule remote wiring of meter.

* The process must be completed within 30 days of meter purchase. If the 30-day deadline cannot be met, you must call the DPW – Water & Sewer Division with an estimated date of completion.