



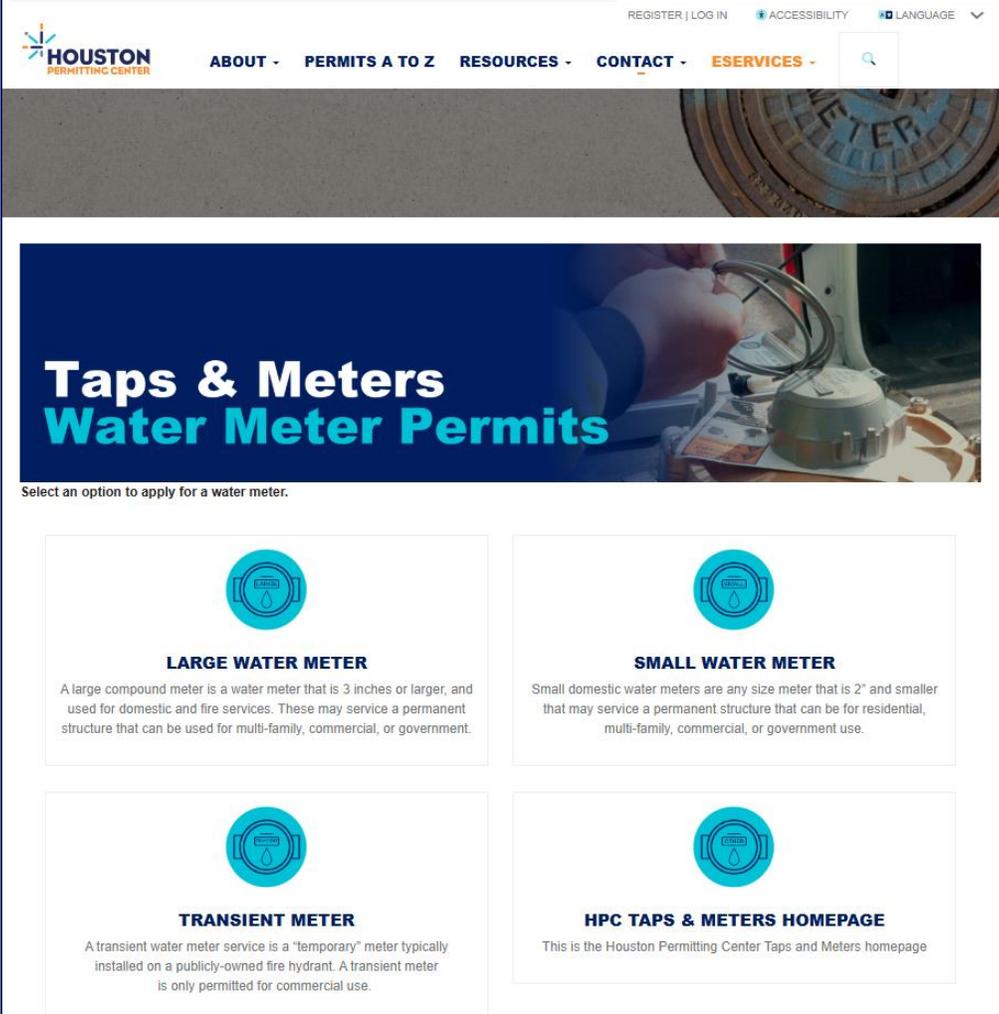
INFRASTRUCTURE AND DEVELOPMENT SERVICES TAPS AND METERS

**ROSHON GEORGE
SENIOR PROJECT MANAGER**



TAPS AND METERS SERVICES

- Commercial & Residential utility plan review - Point of Connections
- Water Meter Tap permits
- Water Meter Easements
- Water Main construction permits
- Fire Hydrant connection permits
- Sanitary Sewer Tap permits
- Wastewater Main construction permits



The screenshot shows the Houston Permitting Center website. The header includes the logo, navigation links (ABOUT, PERMITS A TO Z, RESOURCES, CONTACT, ESERVICES), and utility links (REGISTER, LOG IN, ACCESSIBILITY, LANGUAGE). The main content area features a large blue banner with the text "Taps & Meters Water Meter Permits" and a background image of a person working on a water meter. Below the banner, there is a section titled "Select an option to apply for a water meter." with four options, each represented by a circular icon of a water meter:

- LARGE WATER METER**: A large compound meter is a water meter that is 3 inches or larger, and used for domestic and fire services. These may service a permanent structure that can be used for multi-family, commercial, or government.
- SMALL WATER METER**: Small domestic water meters are any size meter that is 2" and smaller that may service a permanent structure that can be for residential, multi-family, commercial, or government use.
- TRANSIENT METER**: A transient water meter service is a "temporary" meter typically installed on a publicly-owned fire hydrant. A transient meter is only permitted for commercial use.
- HPC TAPS & METERS HOMEPAGE**: This is the Houston Permitting Center Taps and Meters homepage.

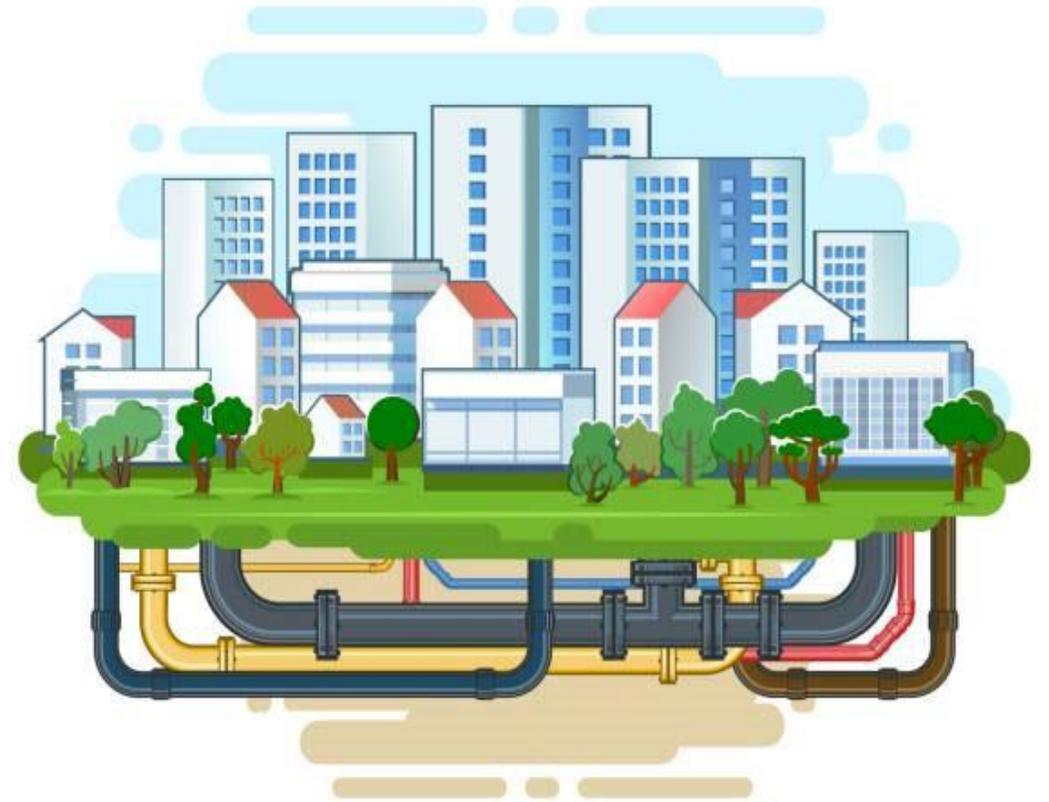
COMMERCIAL & RESIDENTIAL UTILITY PLAN REVIEW

Plan Reviews on Average: 18.5K /yr

Average Review Time: 5-10 business days

Plan Types:

- Commercial
- Residential
- Additions
- Remodels
- Utility site work etc.



COMMERCIAL & RESIDENTIAL UTILITY PLAN REVIEW

Items we review:

- Water and wastewater locations and point of connections.
- Payment of Impact Fees.
- Number of service units reserved.
- Analyze and compare proposed information on plans to the information on a WCR letter.

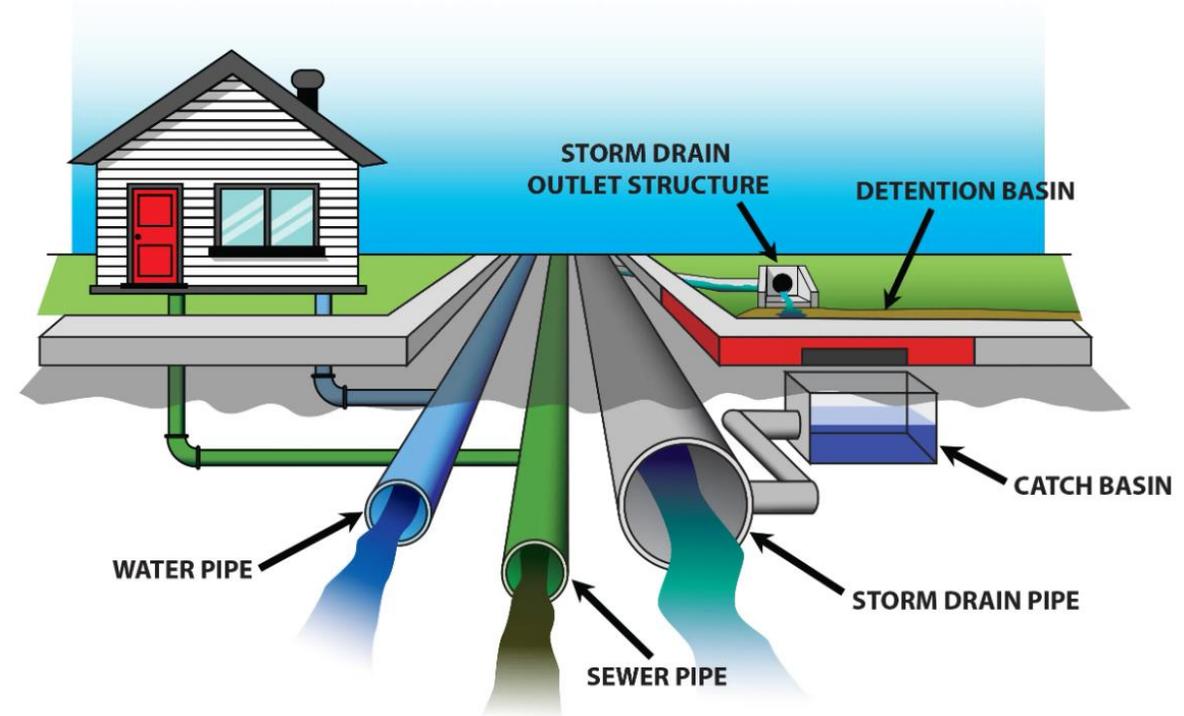


UTILITY PERMITS WATER AND WASTEWATER

Water and Sanitary sewer construction permits are processed through the Taps and Meters department.

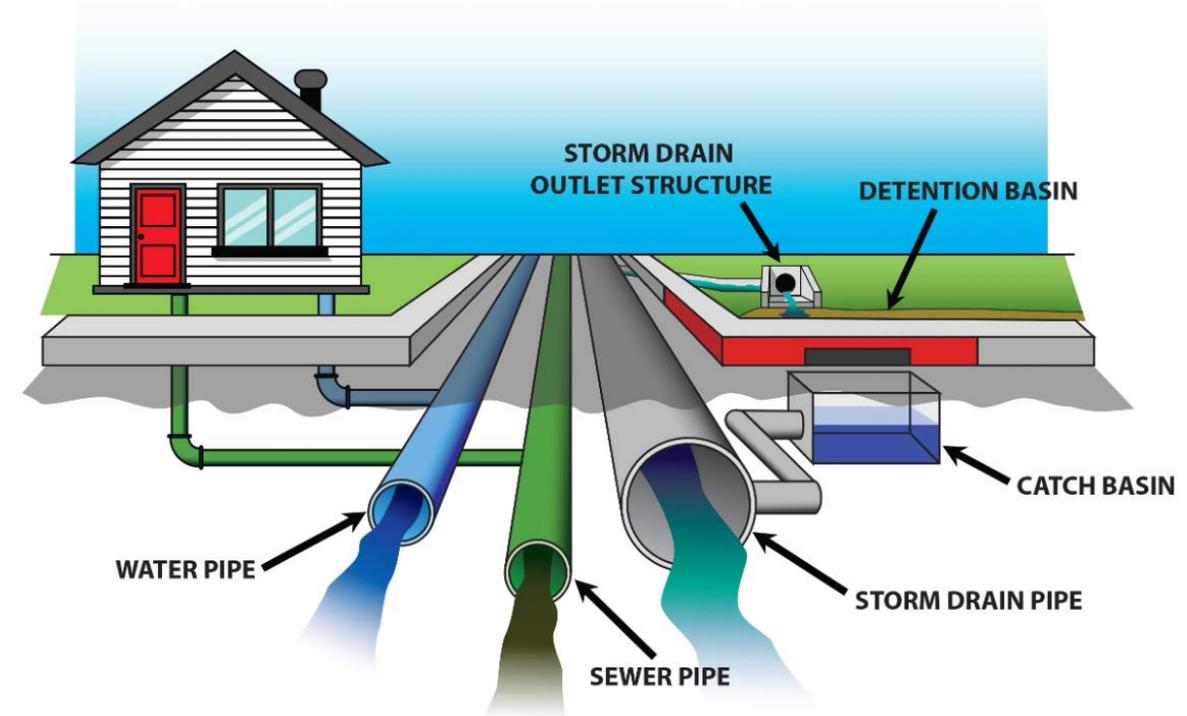
Inspections of these permits are conducted by one of two inspection groups:

- CAS Inspection & Compliance team
- OCE Right of Way inspection team



UTILITY PERMITS WATER AND WASTEWATER

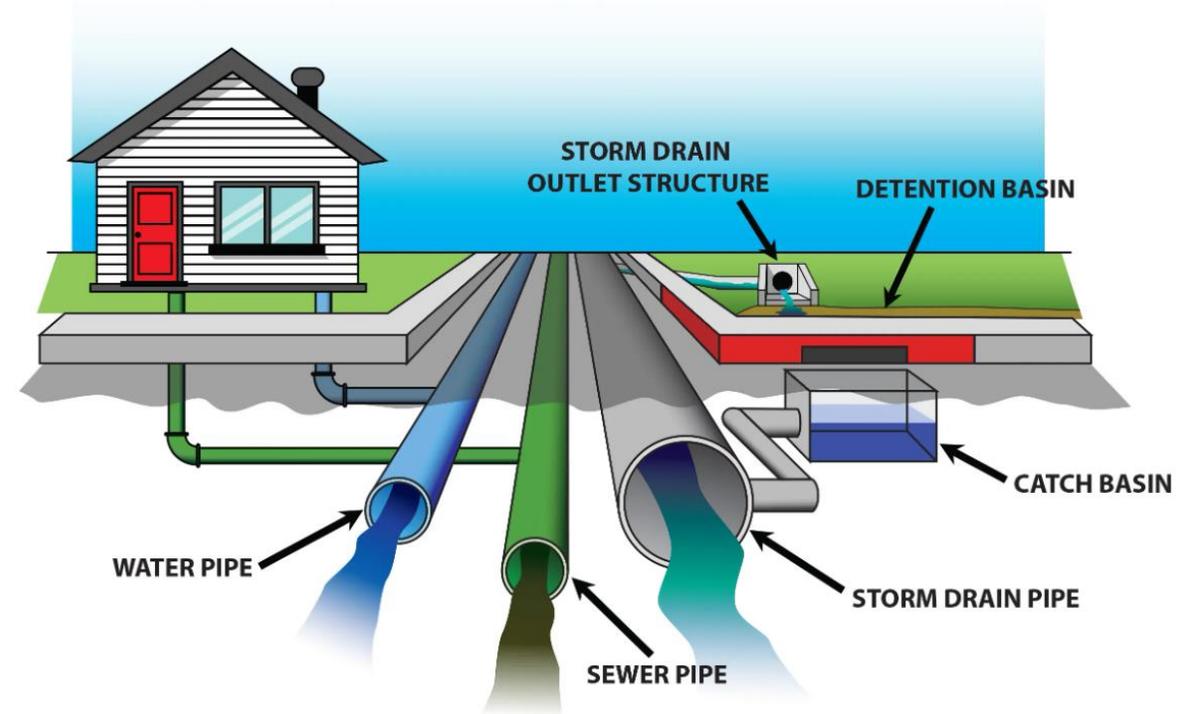
- All water meter permit fees and costs are processed by Customer Account Services.
- For existing Water and Drainage account information please contact Customer Account Services at 713.371.1400.
- Not located in the Houston Permitting Center building.



UTILITY PERMITS WATER AND WASTEWATER RIGHT OF WAY (ROW) INSPECTION TEAM

Public Water Main permits:

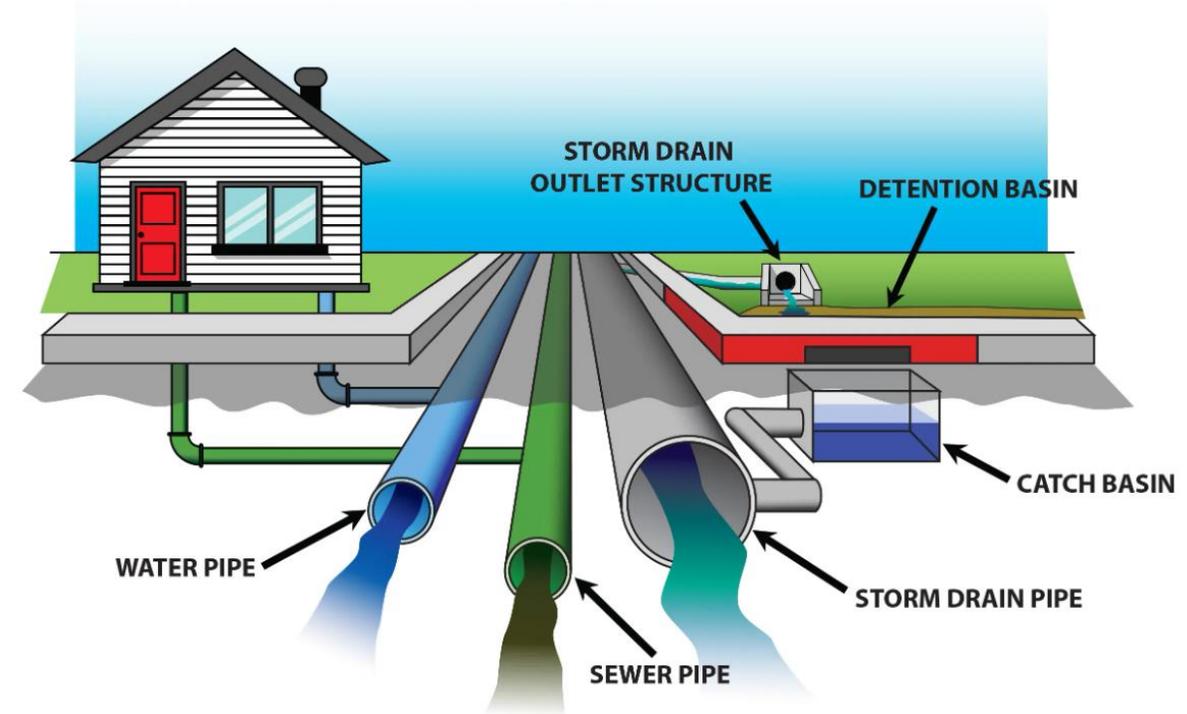
- Water Main Extension
- Water Main Offsets
- Water Main Reroute
- Water Main Abandon



UTILITY PERMITS WATER AND WASTEWATER RIGHT OF WAY (ROW) INSPECTION TEAM

Public Sewer Main permits:

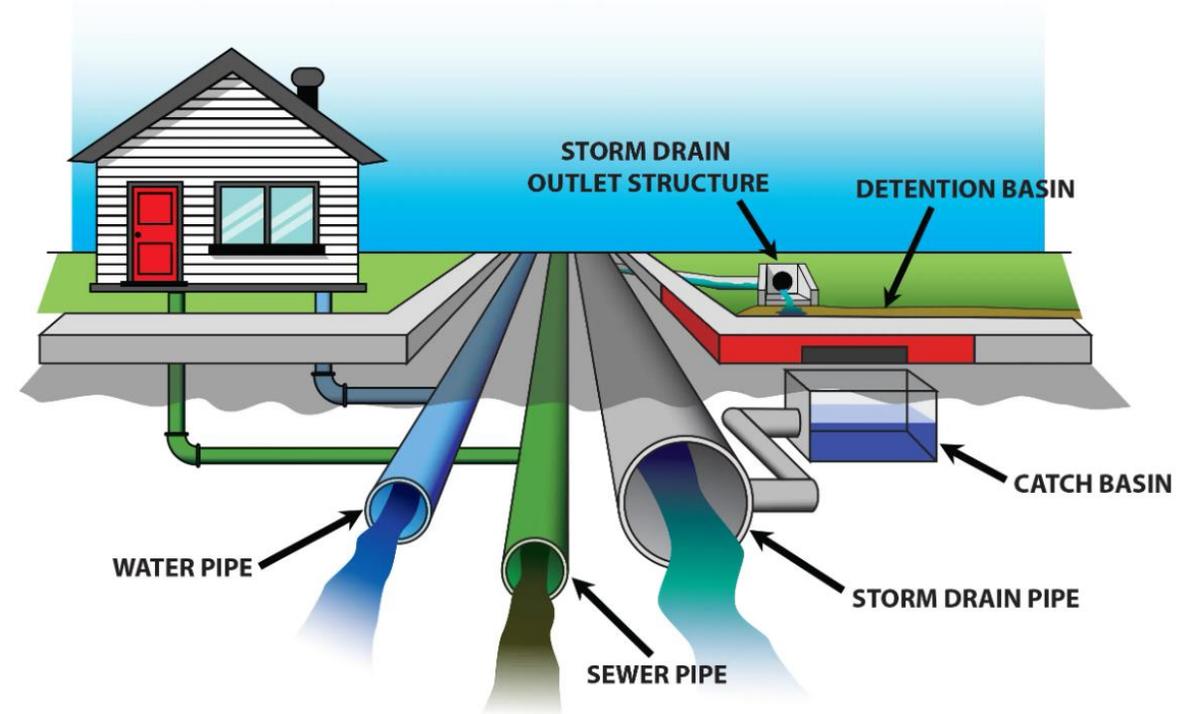
- Sewer Main Extension
- Sewer Main Reroute
- Sewer Main Abandon
- Force Main Installation



UTILITY PERMITS WATER AND WASTEWATER RIGHT OF WAY (ROW) INSPECTION TEAM

Public Fire Hydrant permits:

- Fire Hydrant Install
- Fire Hydrant Relocation



UTILITY PERMITS WATER AND WASTEWATER

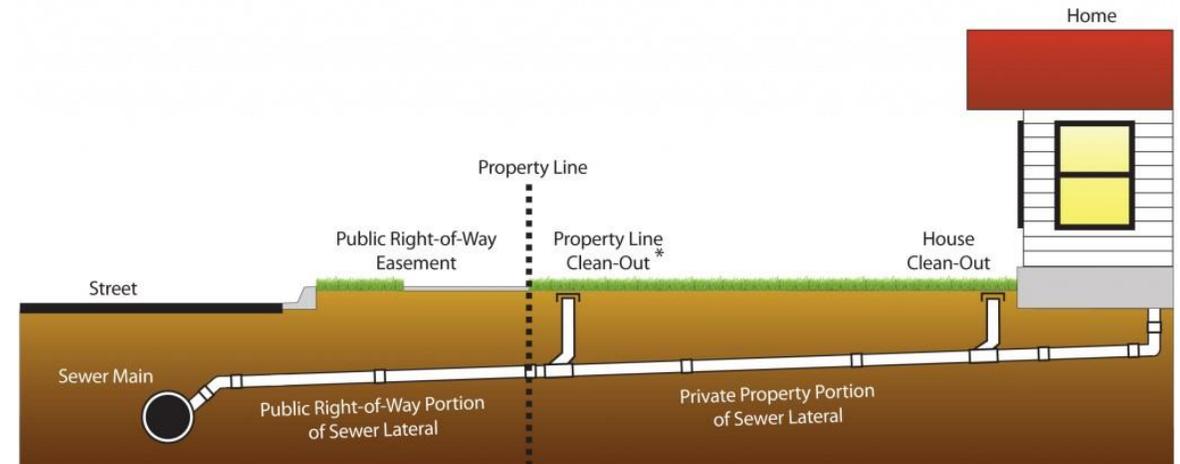
Apply for sewer tap permits or sewer main extension permits through Taps and Meters

Email: Taptechs@houstontx.gov for instructions.

Or log on to WWW.HoustonPermittingCenter.org

Public Sewer Main permits:

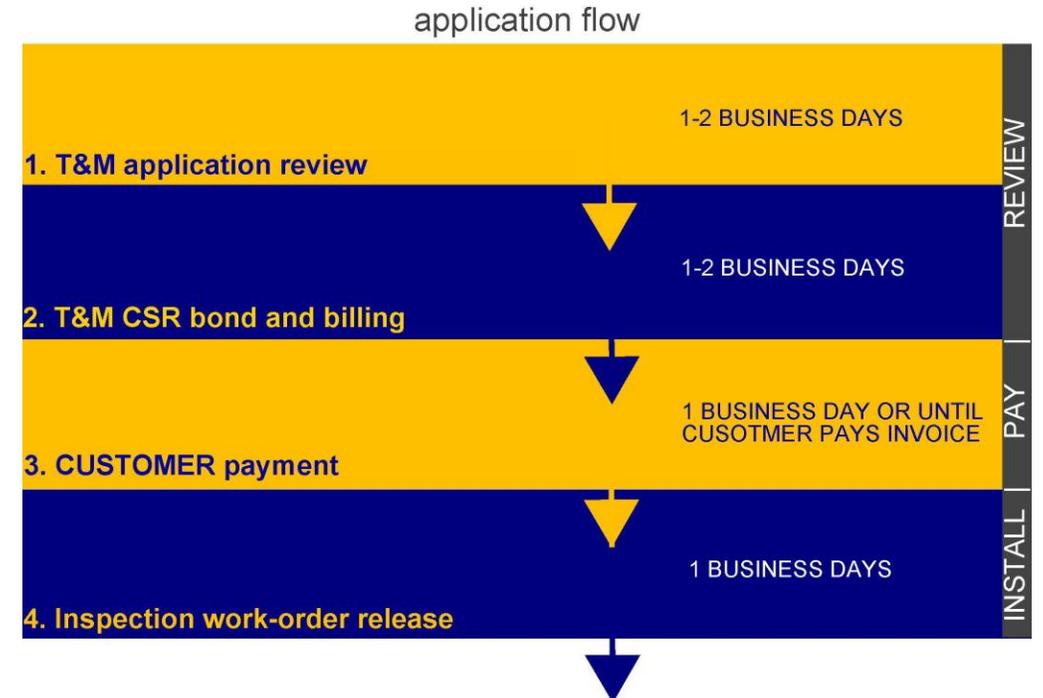
- Sewer Main Extension
- Sewer Main Reroute
- Sewer Main Abandon
- Force Main installation



* Not standard on all properties.

UTILITY PERMITS WATER AND WASTEWATER

Water / Wastewater construction
permit applications on
average: 9.9K/yr

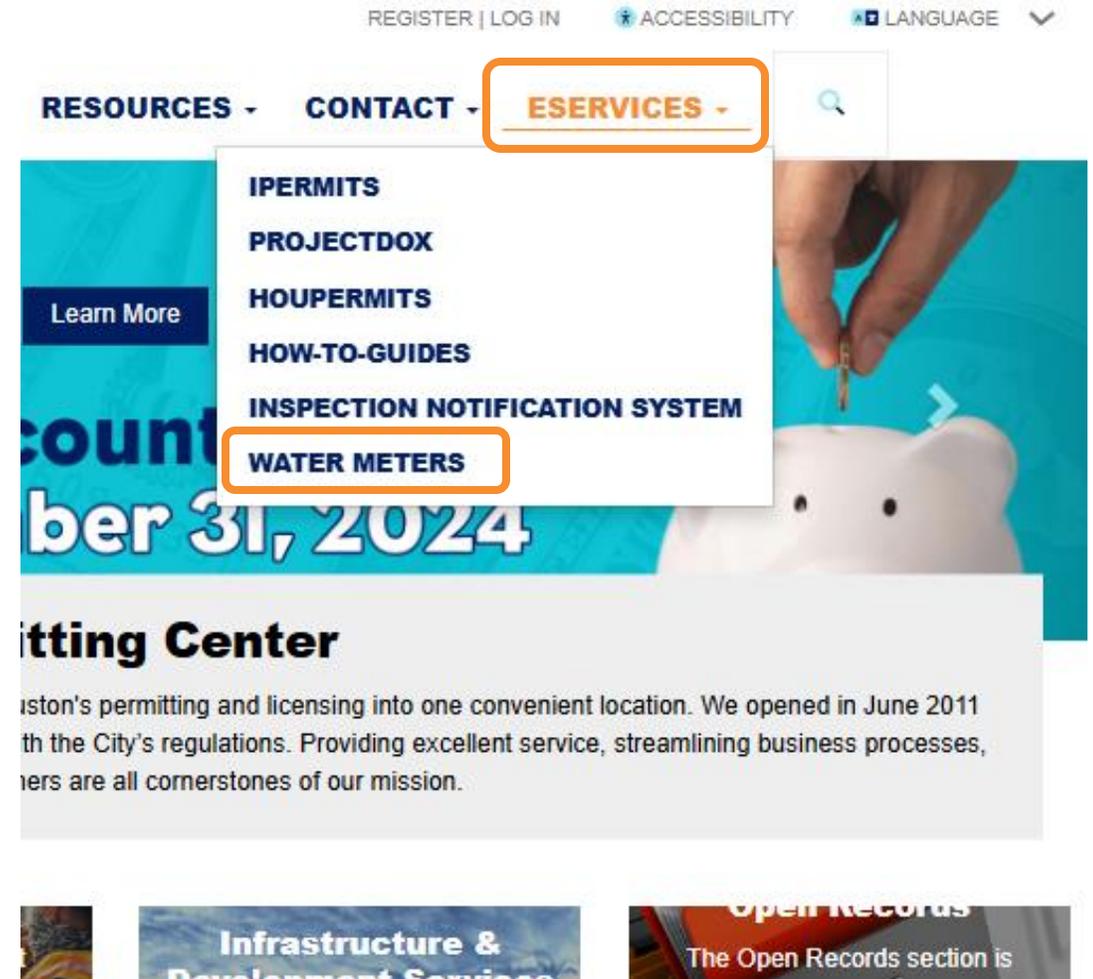


Total duration: 2-3 business days from submitting an application.
permits that require bonds add 10 business days for bond review.

HOW TO APPLY FOR UTILITY PERMITS: WATER AND WASTEWATER SERVICES

Step 1:

Go to houstonpermittingcenter.org, click on "ESERVICES", and select "Water Meters".



HOW TO APPLY FOR UTILITY PERMITS: WATER AND WASTEWATER SERVICES

Step 2:

Click “HPC TAPS & METERS HOMEPAGE”

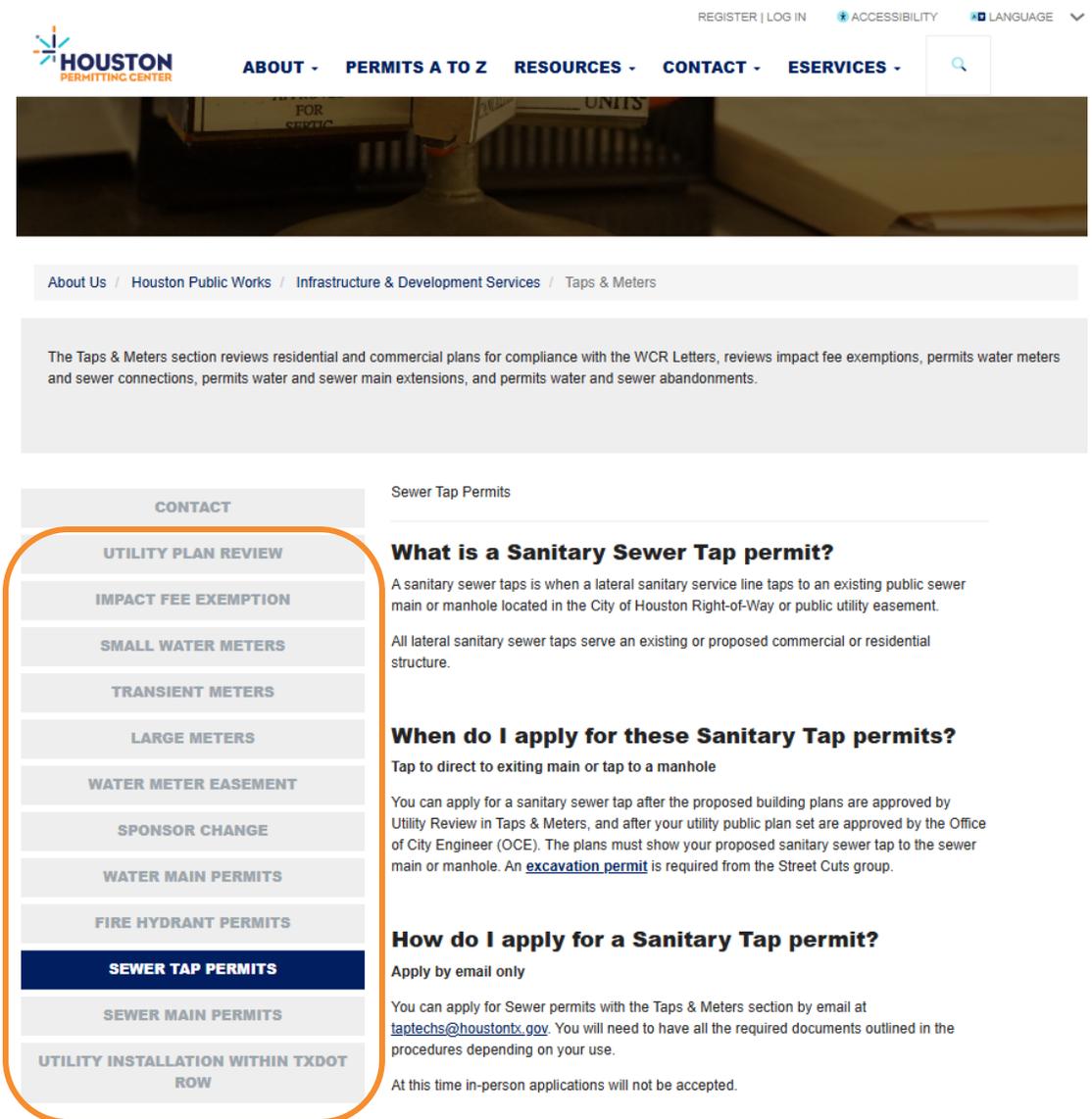
The screenshot shows the Houston Permitting Center website. At the top, there is a navigation bar with links for REGISTER | LOG IN, ACCESSIBILITY, and LANGUAGE. Below the navigation bar is a search icon and a menu with options: ABOUT, PERMITS A TO Z, RESOURCES, CONTACT, and ESERVICES. The main content area features a large blue banner with the text "Taps & Meters Water Meter Permits" and a background image of a water meter. Below the banner, there is a prompt: "Select an option to apply for a water meter." There are four cards, each with a water meter icon and a title: "LARGE WATER METER", "SMALL WATER METER", "TRANSIENT METER", and "HPC TAPS & METERS HOMEPAGE". The "HPC TAPS & METERS HOMEPAGE" card is highlighted with an orange border. The descriptions for each card are as follows:

- LARGE WATER METER**: A large compound meter is a water meter that is 3 inches or larger, and used for domestic and fire services. These may service a permanent structure that can be used for multi-family, commercial, or government.
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- HPC TAPS & METERS HOMEPAGE**: This is the Houston Permitting Center Taps and Meters homepage.

HOW TO APPLY FOR UTILITY PERMITS: WATER AND WASTEWATER SERVICES

Step 3:

Click one of the application options for more information on how to apply.



REGISTER | LOG IN | ACCESSIBILITY | LANGUAGE

HOUSTON PERMITTING CENTER

ABOUT - PERMITS A TO Z RESOURCES - CONTACT - ESERVICES -

About Us / Houston Public Works / Infrastructure & Development Services / Taps & Meters

The Taps & Meters section reviews residential and commercial plans for compliance with the WCR Letters, reviews impact fee exemptions, permits water meters and sewer connections, permits water and sewer main extensions, and permits water and sewer abandonments.

CONTACT

- UTILITY PLAN REVIEW
- IMPACT FEE EXEMPTION
- SMALL WATER METERS
- TRANSIENT METERS
- LARGE METERS
- WATER METER EASEMENT
- SPONSOR CHANGE
- WATER MAIN PERMITS
- FIRE HYDRANT PERMITS
- SEWER TAP PERMITS**
- SEWER MAIN PERMITS
- UTILITY INSTALLATION WITHIN TXDOT ROW

Sewer Tap Permits

What is a Sanitary Sewer Tap permit?

A sanitary sewer tap is when a lateral sanitary service line taps to an existing public sewer main or manhole located in the City of Houston Right-of-Way or public utility easement.

All lateral sanitary sewer taps serve an existing or proposed commercial or residential structure.

When do I apply for these Sanitary Tap permits?

Tap to direct to exiting main or tap to a manhole

You can apply for a sanitary sewer tap after the proposed building plans are approved by Utility Review in Taps & Meters, and after your utility public plan set are approved by the Office of City Engineer (OCE). The plans must show your proposed sanitary sewer tap to the sewer main or manhole. An [excavation permit](#) is required from the Street Cuts group.

How do I apply for a Sanitary Tap permit?

Apply by email only

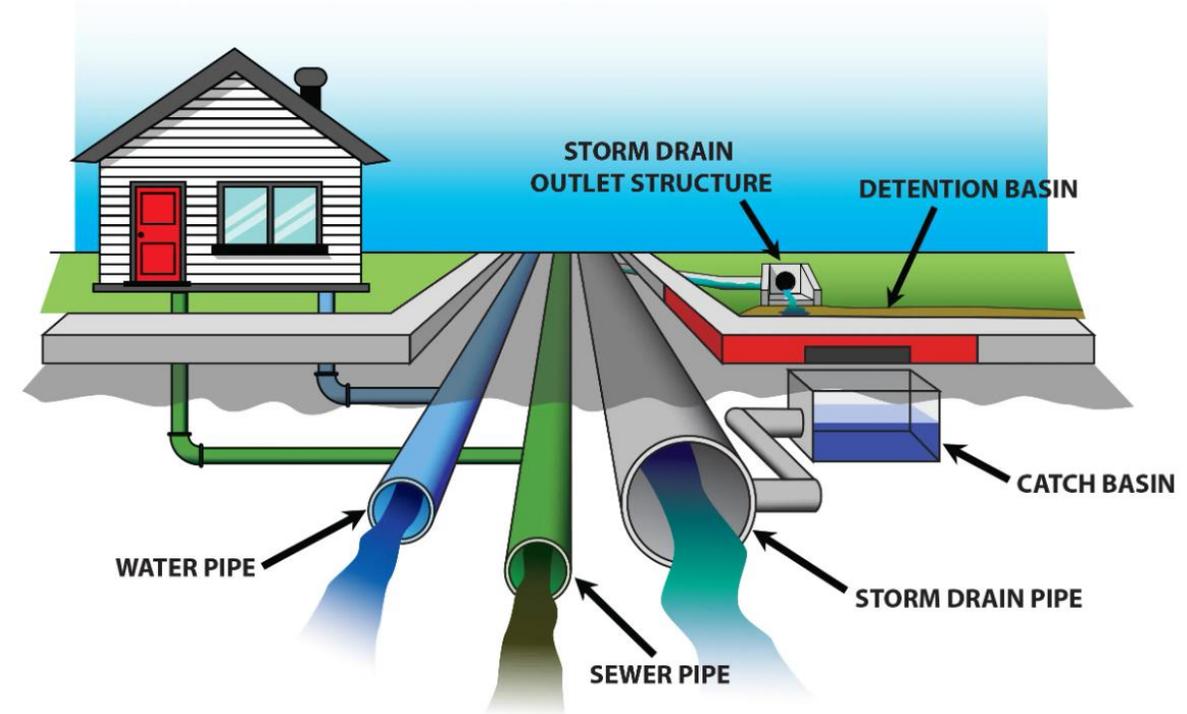
You can apply for Sewer permits with the Taps & Meters section by email at taptechs@houston.tx.gov. You will need to have all the required documents outlined in the procedures depending on your use.

At this time in-person applications will not be accepted.

UTILITY PERMITS WATER METERS CAS INSPECTION & COMPLIANCE TEAM

Located in 2700 Dalton
Domestic, Irrigation, or Fire Water Meter
permit inspections:

- Meter New Installations
- Relocations
- Enlargement
- Change Out
- Meter Removal – CPA
- Fire Rated Meters

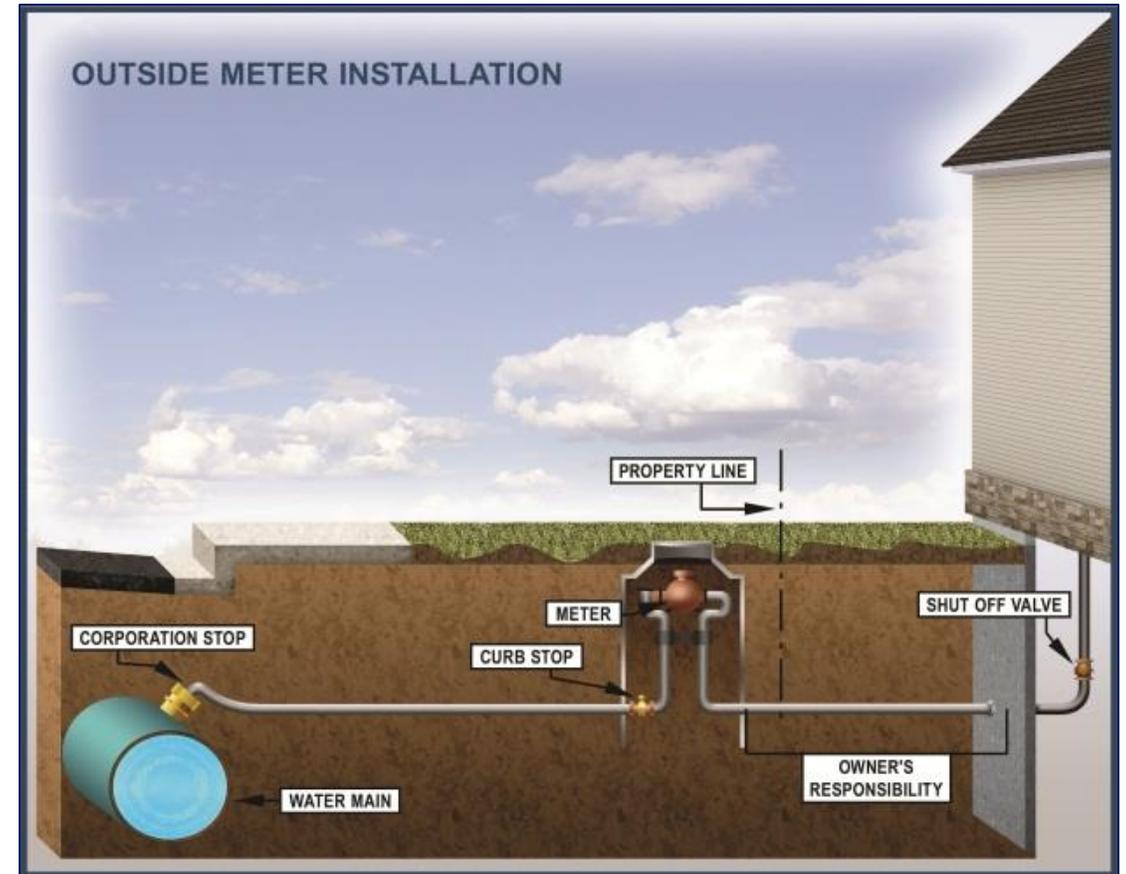


UTILITY PERMITS WATER METERS

Apply for online for a new Water Meter with
Taps and Meters

www.HoustonPermittingCenter.org

- Meter New Installations
- Relocations
- Enlargement
- Change Out
- Meter Removal – CPA
- Large and Small Fire Rated Meters



UTILITY PERMITS WATER METERS

Water Meter permit applications on average : 9.9K/yr

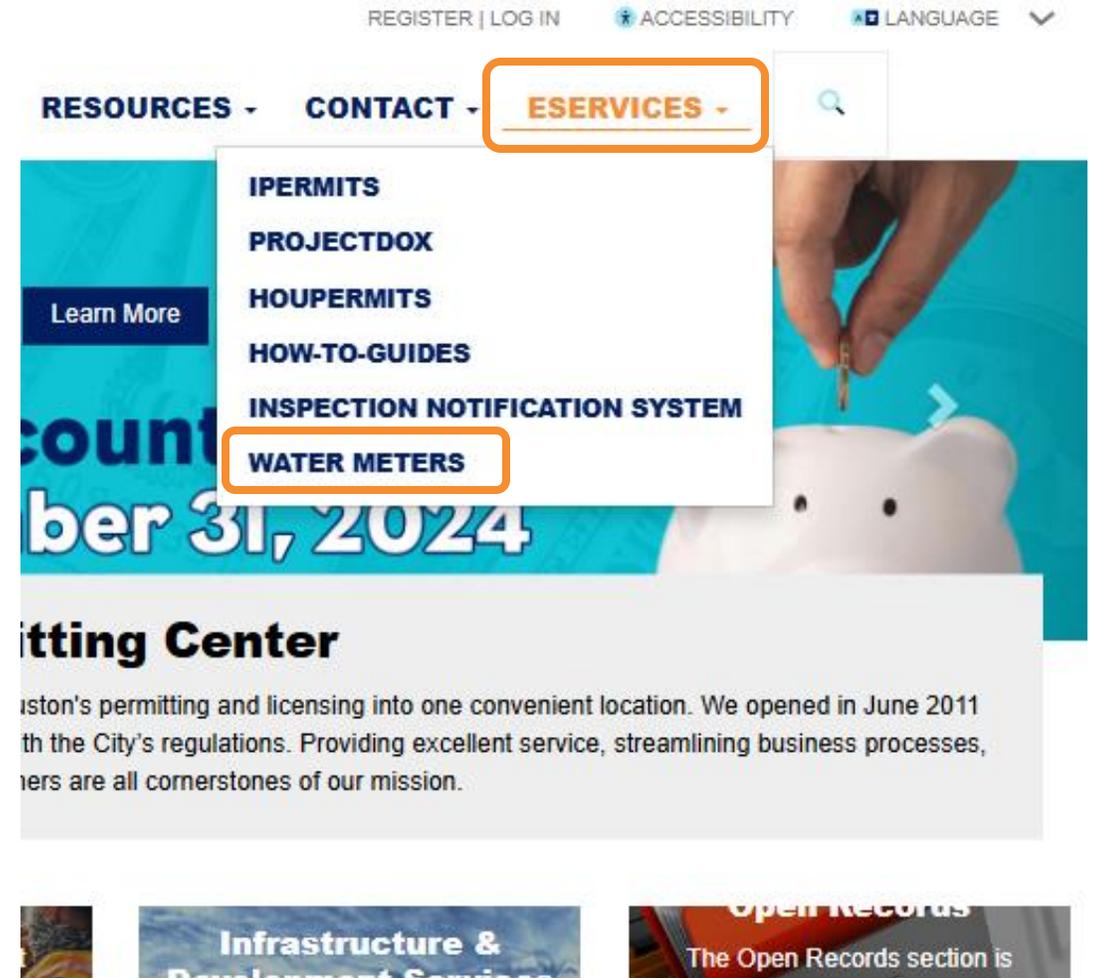
WATER METER APPLICATION FLOW

1. Taps And Meters Application Review	1-2 Business Days	Review
2. Cas Account Review	3-5 Business Days	
3. Customer Payment	1 Business Day Or Until Customer Pays Invoice	Pay
4. Cas Inspection Work-order Release	10 Business Days	Install
Total Duration: 15 To 18 Business Days From Submitting An Application		

HOW TO APPLY FOR A WATER METER THROUGH OUR WEBSITE

Step 1:

Go to houstonpermittingcenter.org, click on "ESERVICES", and select "Water Meters".



HOW TO APPLY FOR A WATER METER THROUGH OUR WEBSITE

Step 2:

Click one of the meter application options to start your application.

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TAPS AND METERS CONTACT INFO

- **Taps & Meters application and Meter Easement Inquiries**
 - TapTechs@houstontx.gov
 - (832) 394-8888
- **Water Meter Account Questions - Customer Account Services**
 - (713)371-1400
 - CAS.NewServices@houstontx.gov
- **Water Meter UCS Inspection & Compliance**
 - UCSinspection@houstontx.gov
- **Division Manager / Sr. Project Manager**
 - Roshon.George@houstontx.gov
 - (832)394-9379



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