



DEPARTMENT OF PUBLIC WORKS
WATER METER SIZE CHANGE CHECKLIST

Below is the checklist of requirements for a change in the size of a water meter.

- Engineering Permit required (for Upsizing only) * – Issued by City of Weston Building Code Services
 - o Needed for all water main taps, pipe adjustments prior to the water meter.
 - o Water flow rate (meter sizing) calculations signed & sealed by a professional engineer/architect.
 - o Service line size shall be adjusted to accommodate new meter size fittings and proposed meter space/length.

** Only for properties located within Indian Trace Development District (ITDD) part of the City of Weston.
 For locations in Bonaventure contact City of Sunrise Community Development Department.*

- Plumbing Permit required - Issued by City of Weston Building Code Services
 - o Needed for all work done on applicant’s side of the meter. Work includes:
 - o New backflow device sized accordingly with proposed meter size.
 - o New piping and fittings adjustments after the meter.

- ITDD Water Meter Application required** - Issued by City of Weston Public Works Department
 - o Applicant to provide copy of approved Plumbing and Engineering Permits.
 - o Water flow rate (meter sizing) calculations signed & sealed by a professional engineer/architect.
 - o Meter Installation Fee.
 - o Change in Meter Size Fee.
 - o ITDD Connection Fee – Only required for the upsizing of an existing meter.

*** Only for properties located within Indian Trace Development District part of the City of Weston.*

- City of Sunrise Water Meter Application - Issued by City of Sunrise
 - o City of Sunrise Plant Connection fees may apply. Contact City of Sunrise Community Development City
 - o City of Sunrise Water Application. Contact City of Sunrise Public Service 954-746-3232

- Contact Information noted below:

City of Weston Building Code Services	City of Weston Public Works Department	City of Sunrise Community Development Department	City of Sunrise Public Service Department
Admin. Services Center 17250 Royal Palm Blvd Weston, FL 33326 954-385-0500	Public Services Center 2599 South Post Road Weston, FL 33327 954-385-2600	City Hall Annex 1601 NW 136 Ave, Bldg A Sunrise, FL 33323 954-746-3284	City of Sunrise - City Hall 10770 W. Oakland Park Blvd Sunrise, FL 33351 954-746-3232