



**De Soto Building Inspections  
Water Meter Installation Policy**

**Steps to get a water meter set.**

1. Contractor calls City Hall and requests water meter to be set. (48 hr. notice required, call 913-583-1182 Ext.112)
2. De Soto Water Department personnel will determine meter pit location. Contractor will be required to dig trench exposing the water main.
3. De Soto Water Dept. personnel will tap the main line and set the meter setter and meter pit to the specified grade, providing the proper depth has been achieved. Top of meter setter should be 18" below final grade with minimum 4" of gravel below meter pit.
4. An inspection of the water meter installation will be completed by De Soto Water Department personnel or Building Official prior to the Final Inspection and Certificate of Occupancy being issued for any Building Permit.

**NOTE:** Following meter pit installation by city personnel any damage caused by construction vehicles, any change of final grade or erosion etc. shall be the builders or contractors responsibility to repair before occupancy.

**Building Inspection Department  
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