



CITY OF BELLBROOK

Founded 1816

Bellbrook Service Department
29 North West Street
Bellbrook, Ohio 45305
Phone: (937) 848-8415
Fax: (937) 848-5197

Date _____

Dear Resident,

During regular water system maintenance or water meter reading, we discovered the water meter was in need of replacement. At that time, we noticed the plumbing in the water meter pit must be updated in order for the water meter to be replaced. According to the city ordinance, the city's responsibility stops at the outlet side of the first valve. If you are receiving this letter, updating the plumbing to accommodate the required work is the property owner's responsibility. The reason for the update may be one of the following:

- 1) The wrong type of plumbing fitting.
- 2) Fittings may be old and fragile and may begin leaking if they are re-used.

We are asking you to have your plumbing corrected within two weeks. If you or your plumber needs further explanation on what is required, we can be contacted at 848-4638. The diagram below shows several types of meter couplings. Your plumber can determine size and type needed.

Common Meter Couplings



NOTE: The City of Bellbrook does not endorse the brand of fittings shown above. They are illustrated strictly as a convenience.