The Narragansett Bay Commission
One Service Road
Providence, Rhode Island 02905

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Vincent J. Mesolella
Chairman

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Dear Narragansett Bay Commission Customer:

Thank you for your recent inquiry regarding abatements to your Narragansett Bay Commission (NBC) sewer use fees. An abatement water meter is a meter used to monitor water flow that does not enter the sanitary system. The following list of requirements will guide you through the application process. If you or your plumber have any questions, or need additional assistance, please contact a representative from the NBC at 461-8828 Monday – Friday between 8:30 a.m. and 4:00 p.m.

1. Complete, sign and forward the enclosed Sewer User Abatement Application to the following address:

   Narragansett Bay Commission
   Attn: Customer Service
   One Service Road
   Providence, RI 02905
   Attn: Research Supervisor

NOTE FOR COMMERCIAL/INDUSTRIAL ACCOUNTS ONLY: ***Prior to meter installation and completion of this application, a detailed drawing of the existing plumbing and proposed abatement meter placement must be submitted to the NBC Research Supervisor.***

2. An application fee of $36.00 payable in cash, check or money order is required for all abatement requests. Please enclose a check or money order for $36.00 with your abatement application or you may pay cash at the above address if you wish to submit your application in person. Cash will not be accepted at the time of inspection.

3. All customer accounts are required to be paid current before consideration and approval of the abatement application.

4. A meter that monitors water flow must be installed as described below:
   - No domestic tie-ins such as toilets or sinks may be located after the abatement meter(s).
   - Meter(s) are to be tamper-proof.
   - Meter(s) must be installed parallel to the floor at an angle of 45 degrees or less and no higher than five (5) feet from the floor.
   - Meter(s) must be a minimum of 18" to 24" inches away from a fixture (i.e. valve, elbow etc.).

- All interior piping must be visible to the NBC staff.
- All drains (i.e. blow-offs for winterizing) are to be installed on the exterior of the building.
- The water supplier must calibrate used water meters. Certification of the calibration must be submitted to the NBC.
- More than one (1) abatement meter will be required if the interior plumbing is located more than four (4) feet from the abatement meter.
- All abatement meters are to be placed no further than four (4) feet from the exiting point of the interior foundation.

5. Contact the NBC Research Supervisor once the abatement meter(s) is installed to arrange an inspection to confirm the following:

   - Meter location
   - Meter serial number
   - Beginning abatement meter reading
   - Access to the water supply meter(s)
   - Actual reading of the water supply meter(s)

6. Residential customers are required to submit a reading for both the main city/town water meter and the abatement meter following the watering season – no later than 10/31/xx.

   Commercial/Industrial customers must read the main and abatement meters quarterly. In addition, a representative of the NBC must be allowed access to meters for the purpose of inspections and obtaining meter readings.

7. NBC must be notified within seventy-two (72) hours of a meter removal or failure.

8. Consumption credits will only be given once the owner, at the owner's expense, installs the abatement water meter(s). No credits will be given for consumption prior to the inspection and NBC approval of the abatement request.

9. Customers must complete and be willing to comply with the above items prior to the abatement application being considered.

Installation of water flow meters must conform to all local, state, and federal requirements. The NBC will not be liable for any damages resulting from the improper installation of any water monitoring meters that are installed by the property owner. The applicant is responsible for all costs associated with the purchase and installation of the metering device including any applicable permit(s) and repairs.

Narragansett Bay Commission
Sewer User Abatement Application

For Internal Use Only	
Account Number: _____	***Date:*** _____
Approved By: _____	Effective Date: _____

1. APPLICANT AND PROPERTY INFORMATION

Company/Owner Name: _____

Owner/Contact Person: _____

Number/Street: _____

City/Town: _____ Zip: _____

Telephone: (Home) _____ (Bus.) _____ (Fax) _____

2. MAILING/BILLING ADDRESS (if different than property)

Name: _____

Number/Street: _____

City/Town: _____ State: _____ Zip: _____

3. REASON FOR ABATEMENT

Please circle or indicate the appropriate reason.

- Cooling
- Evaporation
- Irrigation
- Product
- Other (Please explain)_____

_____

_____

_____

Sewer User Abatement Application (continued)

4. WATER SOURCE TO PROPERTY

Please circle or indicate the appropriate source.

- City/Town water supply
- Well
- River
- Other (Please explain)_____

_____

5. BUILDING DESCRIPTION

Please circle the appropriate building type. If commercial or industrial, describe the type of operations performed at the facility. Please be specific; include number of units, tenants and occupancy type.

- **Residential** – *all residential structures up to and including six (6) dwelling units on one (1) water meter; all residential condominiums regardless of the number of dwelling units per structure/meter.*

- **Industrial** - *all structures in which water is utilized for the production and/or manufacturing-based operations including non-contact cooling water (e.g. jewelry and printing companies).*

- **Commercial** – *all other structures, including mixed use structures (combined residential/non-residential) and half-way houses and/or boarding type facilities where unrelated persons rent rooms (e.g. offices, restaurants, salons, retail stores, laundries, hotel/motels, boarding houses, nursing homes).*

Describe Operations: _____

_____

_____

_____

_____

6. WATER LOSSES

Are water losses metered? Yes No

Please estimate the water loss, and describe the basis for the estimate:_____

_____

_____

_____

Terms and Conditions

Sewer User Abatement Application

Upon approval of the Sewer Abatement Application the undersigned applicant agrees to accept and abide by all provisions of the Narragansett Bay Commission's (NBC) Rules and Regulations for the Use of Wastewater Facilities, as amended, and shall in every respect conform to the terms of this application. Any changes pertaining to the information contained in this Sewer Abatement Application must be reported to the NBC to maintain abatement status.

In addition to the above, the following terms and conditions apply:

1. All customers whose abatement is for irrigation are required to submit a reading for both the city/town water meter(s) and the abatement meter, no later than 10/31/xx. A quarterly meter reading(s) is required for all commercial and industrial customers.

2. All interior plumbing, as it relates to the abatement, must be visible to NBC personnel. The property owner is responsible for obtaining a water meter reading in any confined space (i.e. removal of any surface or ground water).

3. **An NBC representative must be allowed access to inspect, obtain and to verify meter readings as needed.**

4. The NBC reserves the right to suspend abatement status, on any account that is not current.

5. Consumption credits will only be given once the owner, at the owner's expense, installs the abatement water meters. *No credits will be given for consumption prior to inspection and NBC approval of this application.*

6. Disputed consumption charges must be reported within twenty (20) days of any billing or consumption notification.

7. **The abatement and city water meters must be in full working order at all times. In the event of meter(s) failure, the meter(s) must be repaired prior to the next watering season. An abatement will be granted for that consumption period based on the previous season's abatement calculation. The NBC must be notified as soon as the meter failure is discovered and when the meter is replaced.**

8. Once approved, no plumbing alterations that effect metered flow are allowed without prior notification and approval from the NBC.

I do hereby agree to and understand the above terms and conditions. Violations of these terms and conditions will result in the suspension of the abatement status.

_____

Signature of Property Owner Date

_____

Signature of NBC Representative Date

Account No:_____