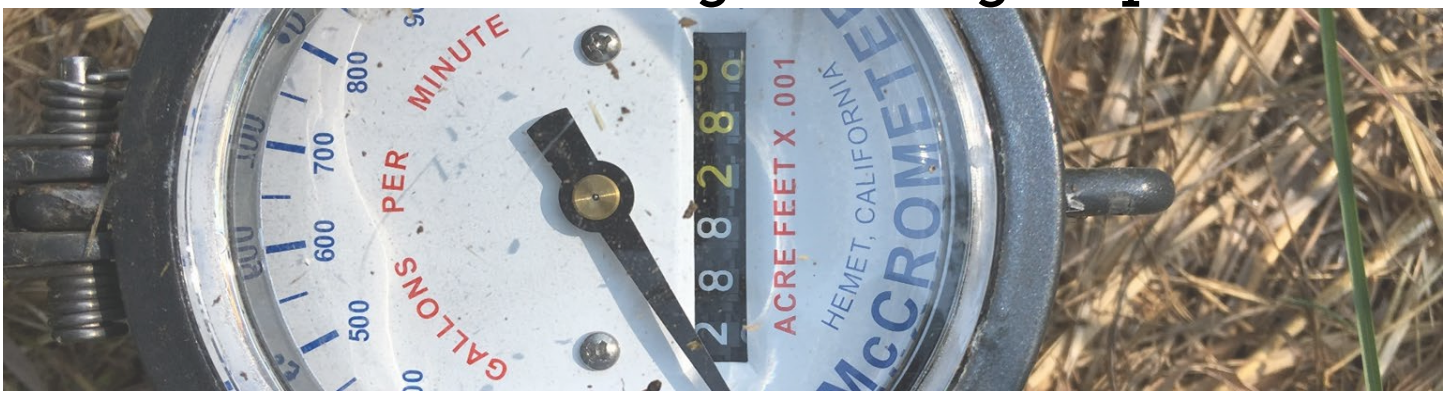
Focus on: Understanding Metering Requirements



In this guide

We describe general steps for meeting water use recording and reporting requirements found in Ecology-issued administrative orders and water rights. Chapter 173-173 Washington Administrative Code[1] describes more requirements.

Know your metering requirements

Review your permit, certificate, or metering order to understand your metering requirements:

- Water sources requiring metering
- Annual "total flow" quantity (Qa)
- Peak instantaneous flow rate (Qi)
- Recording frequency
- Reporting frequency or deadline

Install measuring devices

- **Before putting water to beneficial use**, install approved devices on **each** water source.
- **Report each meter installation** by submitting a Measuring Device Information form[2] and two photos**:**
  - Close up of the meter face.
  - Proof of straight piping sections **before and after** the meter, per specifications.

Document water use

Use our Water Use Recordings form[3] to document how much water you've used. We accept two versions:

- (Preferred) Electronic spreadsheet – online and email submittals.
- (Optional) Paper version – submitting by mail.

As soon as you begin to put water to beneficial use, begin recording two pieces of information:

1. Volume or quantity used (Qa):
   a. Meters: report **meter readings**.
   b. Weirs and other devices: report **total flow,** as calculated per manufacturer instructions.
2. Peak instantaneous flow rate (Qi): maximum "instantaneous" flow rate during the recording period.

Know your meter's rollover value. Similar to a car's odometer, this is the unseen maximum value that also represents zero. Example:

Highest meter reading:

9	9	9	9	9

Rollover value:

1	0	0	0	0	0

[1] app.leg.wa.gov/wac/default.aspx?cite=173-173
[2] apps.ecology.wa.gov/publications/SummaryPages/ECY070170.html
[3] apps.ecology.wa.gov/publications/SummaryPages/ECY070171.html

Report information to Ecology

By your reporting deadline or frequency, submit Water Use Recordings form(s) and a measuring device photo (e.g. closeup of meter face) taken at the end of **each** reporting period.

Metering resources

To find forms and more information, visit these webpages:

- Requirements for Metering Water Use[4]
- Recording and Reporting Water Use[5]
- Water Measuring Devices and Installation[6]

Have questions?

Contact a Metering Coordinator in the office serving the area where your water source is located.

Office of Columbia River: 509-575-2597 or ocroperations@ecy.wa.gov
All water sources within two miles of the Columbia River.

Region offices

Central Region: 509-575-2597 or wrcro@ecy.wa.gov
Benton, Chelan, Douglas, Kittitas, Klickitat, Okanogan, and Yakima counties.

Eastern Region: 509-329-3400 or wrero@ecy.wa.gov
Adams, Asotin, Columbia, Ferry, Franklin, Garfield, Grant, Lincoln, Pend Oreille, Spokane, Stevens, Walla Walla, and Whitman counties.

Northwest Region: 206-594-0193 or wrnwro@ecy.wa.gov
Island, King, Kitsap, San Juan, Skagit, Snohomish, and Whatcom counties.

Southwest Region: 360-407-6300 or wrswro@ecy.wa.gov
Clallam, Clark, Cowlitz, Grays Harbor, Jefferson, Mason, Lewis, Pacific, Pierce, Skamania, Thurston, and Wahkiakum counties.

Free interpretation, translation, and ADA accommodation services

Ecology is committed to exceeding the requirements of state and federal laws by providing access to our information and services to people with disabilities or whose primary language is not English. Use the phone numbers and email addresses provided above to request the following free services:

- **ADA accommodation**, including materials in a format for the visually impaired. People with impaired hearing may call Washington Relay Service at 711. People with speech disability may call TTY at 877-833-6341. Visit ecology.wa.gov/ADA for more accessibility information.
- **Translation and interpretation language services** for people whose primary language is not English. If you call, ask to speak with an interpreter.

[4] ecology.wa.gov/water-shorelines/water-supply/water-rights/metering-water-use#Report
[5] ecology.wa.gov/regulations-permits/reporting-requirements/recording-and-reporting-water-use
[6] ecology.wa.gov/regulations-permits/guidance-technical-assistance/water-measuring-devices