

**CITY OF TOPEKA**  
**LAWN IRRIGATION SYSTEM INSTALLATION PROCEDURES**

**INSIDE THE CITY LIMIT BOUNDARIES:**

License

To start the procedure, you must be a licensed Lawn Irrigation Contractor as defined in City Code Sec. 26-251.

Permit/Application

Before you start work, a permit must be issued. A 4-page permit application form must be completed and filed with the City before the permit will be issued. This application, which is in a packet form, may be obtained from either the Development Services Division located at 620 SE Madison Street, or the Water Division located at 3245 NW Waterworks Drive. Because this project will connect to the City of Topeka Water Distribution System, the completed packet must be faxed to the Water Division at 785-368-3159. This will save time for you---the Contractor.

Project Review

Before a permit is issued where water service and meter size may be altered, a Plumbing Inspector must review the project. Also the Cross Connection Inspector must review the project for proper backflow prevention. The Water Division has combined both reviews into one process. Barring any complications, you can receive the permit the next day; call Development Services at 785-368-3905 to obtain the permit number. If there are any Code issues, a Water Division staff member will call you to discuss the concern before the permit is issued.

System Sizing

The water service and meter size serving a lawn irrigation system that is being combined with the internal water use shall be regulated by the UPC and its amendments, as adopted by the City of Topeka. The largest lawn irrigation zone will be used to size systems in lieu of using the entire lawn irrigation system.

Things to Remember

- Homeowners:
  - may install the lawn irrigation system; however, a licensed plumber/certified backflow tester must install the backflow device.
  - pay for the permit.
  - cannot work in the right-of-way.
- Any time a backflow assembly is replaced, a permit must be obtained.
- All backflow prevention assemblies must be tested when installed and annually, the reports must be sent to the Water Division.
- If the fixture unit count is above 28 units, the following are options to the lawn irrigation trade contractor in order to get a permit issued:
  - Install the appropriate size meter and service line (minimum size is 1”) up to the point of connection at the lawn irrigation system.
  - Install a separate lawn irrigation meter and service line.
  - Appeal to the Topeka Plumbing Board of Appeals for waiver to the City Code requirements via the Development Services Division.

**CITY OF TOPEKA  
LAWN IRRIGATION SYSTEM INSTALLATION PROCEDURES**

**OUTSIDE THE CITY LIMIT BOUNDARIES:**

License

None required.

Permit/Application

No permit is required; however, before you start work, a 4-page application form must be completed and filed with the Water Division. Fax the completed packet to the Water Division at 785-368-3159, or mail the form to the City of Topeka Water Division, Cross Connection Control, 3245 NW Waterworks Dr., Topeka, KS 66603.

Project Review

Before connection to the water supply, the Cross Connection Inspector must review the project for proper backflow prevention, service line and meter size. Barring any complications, your plumbing contractor should be able to connect the next day. If there are cross connection issues, a Water Division staff member will call you to discuss the concern before the connection is made. Your company will be invoiced for the connection fee by the Water Division.

System Sizing

The water service and meter size serving a lawn irrigation system that is being combined with the internal water use shall be regulated by the Water Division Backflow Prevention and Cross Connection Control Policy. The largest lawn irrigation zone will be used to size systems in lieu of using the entire lawn irrigation system.

Things to Remember

- Homeowners:
  - may install the lawn irrigation system; however, a bonded plumbing contractor must install the backflow device.
  - pay the Lawn Irrigation System Installation Fee.
- Any time a backflow assembly is replaced, a backflow prevention connection fee will be assessed.
- All backflow prevention assemblies must be tested when installed and annually, the reports must be sent to the Water Division
- If the fixture unit count is above Water Division policy standards, the following are options to the lawn irrigation trade contractor in order to complete the project:
  - Install a separate lawn irrigation meter and service line.
  - Appeal to the Water Superintendent for a variance in Water Division Backflow Prevention and Cross Connection Control Policy.