

ORDINANCE 250819-04

AN ORDINANCE OF THE CITY OF LEONARD, TEXAS AMENDING CHAPTER 10 “SUBDIVISION REGULATION”, ARTICLE 2 “SUBDIVISION ORDINANCE”, EXHIBIT 10A “SUBDIVISION ORDINANCE”, SECTION 1 “GENERAL PROVISIONS”, SUBSECTION 1.10 “INCORPORATION OF DESIGN MANUALS” OF THE CODE OF ORDINANCES TO INCORPORATE A WATER METER BOX INSTALLATION POLICY; PROVIDING FOR INCORPORATION OF PREMISES; PROVIDING FOR AMENDMENT; PROVIDING FOR SEVERABILITY; PROVIDING A SAVINGS AND REPEALER CLAUSE; FINDING AND DETERMINING THAT THE MEETING AT WHICH THIS ORDINANCE IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Leonard, Texas (the “City”) is a General Law Type A municipality located in Fannin County, Texas, and created in accordance with provisions of the Texas Local Government Code and operating pursuant to the enabling legislation of the State of Texas; and

WHEREAS, Texas Local Government Code Section 51.001(1) provides that the governing body of a municipality may adopt, publish, amend, or repeal an Ordinance, rule or police regulations that is for the good government, peace or order of the municipality and is necessary or proper for carrying out a power granted by law to the municipality or to an office or department of the municipality; and

WHEREAS, the City Council of the City (the “City Council”) desires to provide guidelines to Utility Department Supervisors, Engineering Inspectors, and other Public Officials within the City organization, that may also be used by citizens, plumbers, and contractors working within the City, that outline installation requirements for residential and commercial water meter boxes; and

WHEREAS, notice of public hearing on a subdivision regulation amendment was published in the Fannin County Leader, and City Council did, in accordance with Section 10A 1-6, hold a public hearing on ~~November 18, 2025~~, ^{FEBRUARY 17, 2026}, at which time the public was given an opportunity to give testimony and present evidence as required by law; and

WHEREAS, in order to best administer the subdivision regulations of the City, the City Council has investigated and determined that incorporation of the City of Leonard Residential and Commercial Water Meter Box Installation Policy serves the best interest of the public health, safety, and welfare, and should be incorporated.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LEONARD, TEXAS:

Section 1. Incorporation of Findings. The findings of the City Council set forth above are incorporated into the body of this Ordinance as if fully set forth herein.

Section 2. Incorporation. The “City of Leonard Residential and Commercial Water Meter Box Installation Policy,” as may be administratively updated from time to time by the City Engineer or City Administrator, attached hereto as set forth in **Exhibit “A”**, is hereby approved and incorporated into Chapter 10 Subdivision Regulation Ordinance.

Section 3. Amendment. Chapter 10 “Subdivision Regulation,” Article 2 “Subdivision Ordinance,” Exhibit 10A “Subdivision Ordinance,” Section 1 “General Provisions,” Subsection 1.10 “Incorporation of Design Manuals” of the City of Leonard, Texas Code of Ordinances, is hereby amended to be and read in its entirety as follows:

“Section 1.10 **Incorporation of Design Manuals.**

The following design standards and specifications are incorporated by reference into this Ordinance: all manuals referred to in the City of Leonard Code of Ordinances, Building and Construction Codes, the North Central Texas Council of Governments (NCTCOG) Standard Specifications for Public Works Construction, the Approved Materials List Handbook, Residential and Commercial Water Meter Box Installation Policy and City Design Criteria, as amended.”

Section 4. Severability. That it is hereby declared to be the intention of the City Council that the sections, paragraphs, sentences, clauses and phrases of this Ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this Ordinance shall be declared void, ineffective or unconstitutional by a valid judgment or decree of any court of competent jurisdiction, such voidness, ineffectiveness or unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs or sections of this Ordinance, since the same would have been enacted by the City Council without the incorporation herein of any such void, ineffective or unconstitutional phrase, clause, sentence, paragraph or section.

Section 5. Savings and Repealer. All provisions of any Ordinance in conflict with this Ordinance are hereby repealed to the extent they are in conflict; but such repeal shall not abate any pending prosecution for violation of the repealed Ordinance, nor shall the repeal prevent a prosecution from being commenced for any violation if occurring prior to the repeal of the Ordinance. Any remaining portions of said Ordinance shall remain in full force and effect.

Section 6. Open Meetings. That it is hereby found and determined that the meeting at which this Ordinance was passed was open to the public as required by law, and that public notice of the time, place and purpose of said meeting was given, all as required by Article 551.041 of the Texas Government Code and in accordance with the City of Leonard Code of Ordinances Section 10A 1-6.

Section 7. Effective Date. This Ordinance shall become effective upon its passage and publication as required by law.

Exhibit “A”
City of Leonard Residential and Commercial
Water Meter Box Installation Policy

These requirements must be met before the city issues a certificate of occupancy for residential and commercial properties. It is essential to guarantee that the meter box and lid are correctly installed to facilitate proper meter installation and usage. This includes ensuring the service is at the correct elevation and positioning the meter box and lid at the appropriate grade, and verifying that the meter box and service comply with city standards. Adhering to these guidelines ensures a smooth and hassle-free installation of the meter.

Details & Specifications

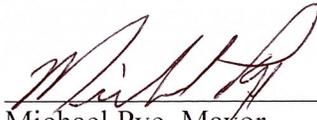
Materials

- Boxes and lids for water meters, wastewater service cleanouts, and force main cleanouts shall comply with the following:
 - Minimum Tier 8 load rating (per ANSI/SCTE 77) or equivalent.
 - Manufactured with the AUSTIN WATER logo molded into the lid.
 - Boxes shall be a single molded piece.
 - Lids shall contain a UV inhibitor, a molded keyhole or lift device, and a molded tread pattern for skid resistance.
 - For Potable and Reclaimed Meters (5/8”, 3/4”, 1”, 1½” and 2”):
 - a. Lids shall contain: AMI radio-frequency transparency (as certified by AW approved vendor); A locking mechanism (for 1” or smaller meters) or anti-float material with SG>1 (for 1½” or 2” meters); Universal AMI mounts (with specification of mount configuration under lid).
 - b. Potable Meters: Box and lid shall be black with “WATER METER” molded into the lid. c. Reclaimed Meters: Box shall be black with purple lid that has “RECLAIMED METER” molded into the lid. d. Key shall be locally available (if required).
 - For Wastewater Service Line Cleanouts: Box and lid shall be green; Lid shall have “SEWER” molded into the lid.
 - For Force Main Cleanouts: Box and lid shall be black; Lid shall have “SEWER” molded into the lid.

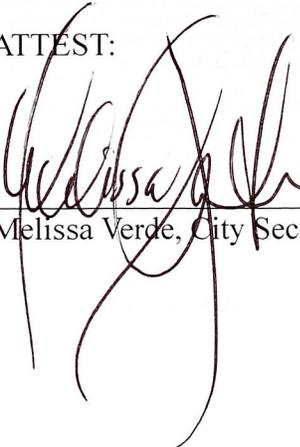
Specifications

- The meter box will be set level with the top of the curb and sidewalk. Where the sidewalk and curb are uneven, the box will be set at the level where the least amount of risk to a person or mechanical device will occur.

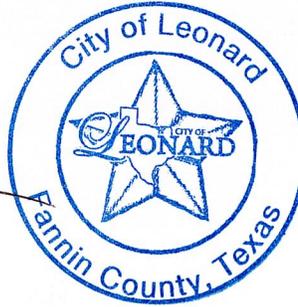
DULY PASSED, APPROVED AND ADOPTED by the City Council of the Leonard, Texas, on this the 17th day of February 2026.



Michael Pye, Mayor

ATTEST:


Melissa Verde, City Secretary



- Meter box and Antenna must be in good condition and undamaged.
- Meter will be level with a flat hand width of space under the meter.
- Domestic and irrigation water meter boxes (with meters) are 2.5 feet behind the back of the curb. In no case shall the water meter box (and meter) be outside of the public right-of-way or water easement.
- Meter box must have a small rock filling the base of the meter box for stability and protection.

