

SCHEDULE "A"

Water and Wastewater Control By-law No. 5957/114/91, xx. 24(a), 55(a), 59(d)
[AM. B/L 6099/48/93; 6312]

THE CITY OF BRANDON
DEPARTMENT OF ENGINEERING AND OPERATIONS

PERMITS	INFORMATION
DRIVEWAY	_____
CROSSING	_____
LOT GRADING	_____

APPLICATION AND PERMIT

SAFETY and HEALTH NO. _____

WATER & SEWER CONNECTION/DISCONNECTION

STREET EXCAVATION

RECEIPT # _____ PERMIT NO. _____

APPLICANT'S NAME _____ DATE _____

ADDRESS OF APPLICANT _____ TELEPHONE NO. _____

PURPOSE OF WORK: GAS TELEPHONE HYDRO OTHER ALTERATION OF SERVICE

DESCRIPTION OF WORK _____

NEW SERVICE CONNECT TO EXISTING CURB SERVICE SUBDIVISION PRESERVICE

RETENTION/REMOVAL OF SERVICE RECONNECTION OF SERVICE

_____ DIA. WATER CONNECTION _____ DIA. SEWER CONNECTION _____ DIA. STORM SEWER CONNECTION

METER SIZE _____

WORK/EXCAVATION ADDRESS _____

PAGE 1 OF 5: WATER BILLING

APPLICANT SIGNATURE _____

NOTE: This page of the form is a partial page only.

SCHEDULE "A" (cont'd)

THE CITY OF BRANDON
 DEPARTMENT OF ENGINEERING AND OPERATIONS
 APPLICATION AND PERMIT

PERMITS	INFORMATION
DRIVEWAY	_____
CROSSING	_____
LOT GRADING	_____

SAFETY and HEALTH NO. _____

WATER & SEWER CONNECTION/DISCONNECTION
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RETENTION/REMOVAL OF SERVICE RECONNECTION OF SERVICE

_____ DIA. WATER CONNECTION _____ DIA. SEWER CONNECTION _____ DIA. STORM SEWER CONNECTION

METER SIZE _____

WORK/EXCAVATION ADDRESS _____

APPLICANT SIGNATURE _____

I (We) hereby agree to be bound by applicable City by-laws, the City Standard Construction Specifications, other regulations of the City governing excavation in or under city streets, and to such conditions, restrictions, and regulations as may be imposed by the City Engineer, and hereby submit the required application fee together with any other required fees or deposits.
 The signature presented below shall certify that, to the best knowledge and beliefs of the Applicant, or duly authorized Agent, the information furnished in this application is true, complete and accurate.

ALL WORK PERFORMED SHALL BE GUARANTEED FREE OF DEFECTS
 FOR TWO (2) YEARS FROM FINAL INSPECTION DATE.

CONTRACTOR SIGNATURE _____

ALL SERVICE WORK RELATING TO A BUILDING DEMOLITION OR REMOVAL MUST BE DONE WITHIN THE TIME PERIOD SHOWN BELOW AND PRIOR TO APPLICATION TO THE BRANDON AND AREA PLANNING DISTRICT FOR A DEMOLITION PERMIT.

STARTING DATE _____ COMPLETION DATE _____

ADDRESS OF WORK/EXCAVATION _____

NAME OF CONTRACTOR PERFORMING WORK _____

ADDRESS OF CONTRACTOR _____ TELEPHONE NO. _____

BOND NO. _____ LICENSE NO. _____

The Applicant is hereby authorized to make an excavation, to remove/install the water or sewer service requested, in or under the above named street at the location designated, provided, however, all work is performed in accordance with the Applicant's plans, the City's By-laws, Specifications and Regulations governing street excavations and installations of said service(s), and the following special conditions. All openings in pavement shall be pre-cut.

A) BACKFILL SHALL BE:

- CLASS I granular backfill CLASS II compacted ordinary backfill
- CLASS III ordinary backfill CLASS IV unshrinkable backfill

B) SURFACE RESTORATION SHALL BE:

- CLASS I asphalt pavement [75mm asphalt; 150mm concrete; 200mm "A" base]
- CLASS II asphalt pavement [75mm asphalt; 300mm "A" base]
- CLASS III gravel surface [300mm "A" base]
- CLASS IV winter restoration - arterial or collector [temporary 150mm concrete; permanent CLASS I II III]
- CLASS V winter restoration - all other streets [temporary 300mm "A" base; permanent CLASS I II III]
- CLASS IV AND V restoration to be reconstructed in Spring when frost is out of the ground.
- CLASS VI boulevard - sod [150mm black earth; sod]
- CLASS VII boulevard - seed [150mm black earth; seed]

CURB REQUIRED SIDEWALK REQUIRED HANDICAP RAMP REQUIRED

COMMENTS: _____

THE CITY OF BRANDON
APPLICATION FOR RELEASE OF DISCONNECTION DEPOSIT

Sewer/Water Permit No.: _____

Receipt No.: _____

Applicant: _____

Mailing Address: _____

City/Town: _____

Postal Code: _____

Service Address: _____

Legal Description: _____

I hereby certify that the construction and related work for which the above noted Sewer/Water Permit was issued is now complete.

Date: _____

Applicant signature

Amount of Deposit

\$ _____

Date of Deposit

Date of Release

Interest

\$ _____

Total

\$ _____

Approved Date: _____

City Engineer signature

SCHEDULE "A" (cont'd)

THE CITY OF BRANDON
DEPARTMENT OF ENGINEERING AND OPERATIONS
APPLICATION AND PERMIT

SAFETY and HEALTH NO. _____

PERMITS	INFORMATION
DRIVEWAY	_____
CROSSING	_____
LOT GRADING	_____

WATER & SEWER CONNECTION/DISCONNECTION
 STREET EXCAVATION

RECEIPT # _____ PERMIT NO. _____

APPLICANT'S NAME _____ DATE _____

ADDRESS OF APPLICANT _____ TELEPHONE NO. _____

PURPOSE OF WORK: GAS TELEPHONE HYDRO OTHER ALTERATION OF SERVICE

DESCRIPTION OF WORK _____

NEW SERVICE CONNECT TO EXISTING CURB SERVICE SUBDIVISION PRESERVICE

RETENTION/REMOVAL OF SERVICE RECONNECTION OF SERVICE

_____ DIA. WATER CONNECTION _____ DIA. SEWER CONNECTION _____ DIA. STORM SEWER CONNECTION

METER SIZE _____

WORK/EXCAVATION ADDRESS _____

APPLICANT SIGNATURE _____

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CONTRACTOR SIGNATURE _____

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STARTING DATE _____ COMPLETION DATE _____

ADDRESS OF WORK/EXCAVATION _____

NAME OF CONTRACTOR PERFORMING WORK _____

ADDRESS OF CONTRACTOR _____ TELEPHONE NO. _____

BOND NO. _____ LICENSE NO. _____

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- CLASS I granular backfill
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 - CLASS III ordinary backfill
 - CLASS IV unshrinkable backfill
- B) SURFACE RESTORATION SHALL BE:
- CLASS I asphalt pavement [75mm asphalt; 150mm concrete; 200mm "A" base]
 - CLASS II asphalt pavement [75mm asphalt; 300mm "A" base]
 - CLASS III gravel surface [300mm "A" base]
 - CLASS IV winter restoration - arterial or collector [temporary 150mm concrete; permanent CLASS I II III]
 - CLASS V winter restoration - all other streets [temporary 300mm "A" base; permanent CLASS I II III]
 - CLASS IV AND V restoration to be reconstructed in Spring when frost is out of the ground.
 - CLASS VI boulevard - sod [150mm black earth; sod]
 - CLASS VII boulevard - seed [150mm black earth; seed]
- CURB REQUIRED SIDEWALK REQUIRED HANDICAP RAMP REQUIRED

COMMENTS: _____

INSPECTION REPORT

Kind of Building _____

Date Work Commenced _____ Date Work Completed _____

Weather Conditions During Installations _____

Air Temperature: 0700 hrs. _____ °C, 1200 hrs. _____ °C, 1600 hrs. _____ °C

Excavation Size: _____ (m) length, _____ (m) width, _____ (m) depth

Soil Conditions: _____

Other Underground Encountered: Gas Telephone Hydro Other

PLAN DATA:

Plan No. _____

Latest Revision Date _____

Prepared By _____

Age of Existing Surface _____ yrs. _____ mos.

Pavement Cut Penalty: Yes No

Service Retention Deposit

Amount _____ Receipt No. _____

Cost to City _____

Amount Refunded _____ Receipt No. _____

Amount Due City _____ Invoice No. _____

Pavement Cut Penalty - Amount _____ Receipt No. _____

REVOCATION: By Whom _____ Date _____

REASON: _____

COMMENTS: _____

FOR STREET EXCAVATION PERMIT

I certify that on the _____ day of _____, 19____, I inspected the above cited excavation and found the backfill and pavement replacement satisfactory.

SCHEDULE "A" (cont'd)

THE CITY OF BRANDON
DEPARTMENT OF ENGINEERING AND OPERATIONS

APPLICATION AND PERMIT

SAFETY and HEALTH NO. _____

PERMITS	INFORMATION
DRIVEWAY	_____
CROSSING	_____
LOT GRADING	_____

WATER & SEWER CONNECTION/DISCONNECTION

STREET EXCAVATION

RECEIPT # _____ PERMIT NO. _____

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NEW SERVICE CONNECT TO EXISTING CURB SERVICE SUBDIVISION PRESERVICE

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ADDRESS OF WORK/EXCAVATION _____

NAME OF CONTRACTOR PERFORMING WORK _____

ADDRESS OF CONTRACTOR _____ TELEPHONE NO. _____

BOND NO. _____ LICENSE NO. _____

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CURB REQUIRED SIDEWALK REQUIRED HANDICAP RAMP REQUIRED

COMMENTS: _____

2 HOURS NOTICE FOR INSPECTION

IMPORTANT

**All Sewer and Water Connections
MUST be Inspected and Approved
by the City Engineering Inspector
BEFORE being Backfilled.**

PER CITY OF BRANDON
STANDARD CONSTRUCTIONS SPECIFICATIONS
CBS-G-1 CLAUSE 1

If backfilled prior to inspection
TRENCH MUST BE RE-OPENED FOR INSPECTION

Before Digging Call:

HYDRO
727-9233

GAS
727-1486

TELEPHONE
611

CABLE
725-4300
Ext. 314

CITY
729-2214

THE CITY OF BRANDON
DEPARTMENT OF ENGINEERING AND OPERATIONS

PERMITS	INFORMATION
DRIVEWAY	_____
CROSSING	_____
LOT GRADING	_____

APPLICATION AND PERMIT

SAFETY and HEALTH NO. _____

WATER & SEWER CONNECTION/DISCONNECTION

STREET EXCAVATION

RECEIPT # _____ PERMIT NO. _____

APPLICANT'S NAME _____ DATE _____

ADDRESS OF APPLICANT _____ TELEPHONE NO. _____

PURPOSE OF WORK: GAS TELEPHONE HYDRO OTHER ALTERATION OF SERVICE

DESCRIPTION OF WORK _____

NEW SERVICE CONNECT TO EXISTING CURB SERVICE SUBDIVISION PRESERVICE

RETENTION/REMOVAL OF SERVICE RECONNECTION OF SERVICE

_____ DIA. WATER CONNECTION _____ DIA. SEWER CONNECTION _____ DIA. STORM SEWER CONNECTION

METER SIZE _____

WORK/EXCAVATION ADDRESS _____

APPLICANT SIGNATURE _____

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The signature presented below shall certify that, to the best knowledge and beliefs of the Applicant, or duly authorized Agent, the information furnished in this application is true, complete and accurate.

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STARTING DATE _____ COMPLETION DATE _____

ADDRESS OF WORK/EXCAVATION _____

NAME OF CONTRACTOR PERFORMING WORK _____

ADDRESS OF CONTRACTOR _____ TELEPHONE NO. _____

ROUND NO. _____ LICENSE NO. _____

The Applicant is hereby authorized to make an excavation, to remove/install the water or sewer service requested, in or under the above named street at the location designated, provided, however, all work is performed in accordance with the Applicant's plans, the City's By-laws, Specifications and Regulations governing street excavations and installations of said service(s), and the following special conditions. All openings in pavement shall be precut.

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CURB REQUIRED SIDEWALK REQUIRED HANDICAP RAMP REQUIRED

COMMENTS: _____

FOR DEPARTMENT USE ONLY

INSPECTION REPORT

Kind of Building _____ Service Size _____ water _____ sewer
 Service Material _____ water _____ sewer Service Depth _____ water _____ sewer
 Main Material _____ water _____ sewer Service Depth _____ water _____ sewer
 Date Work Commenced _____ Date Work Completed _____

Weather Conditions During Installations _____

Air Temperature: 0700 hrs. _____ °C, 1200 hrs. _____ °C, 1600 hrs. _____ °C

Excavation Size: _____ (m) length, _____ (m) width, _____ (m) depth

Soil Conditions: _____

Other Underground Encountered: Gas Telephone Hydro Other

Comments: _____

Sketch of Water and Sewer Service - tie in location of main connection and curb stop. Show location of service on private property, location of main in street.

BE AS ACCURATE AS POSSIBLE - SHOW NORTH ARROW

FOR WATER AND SEWER CONNECTION/DISCONNECTION PERMIT

I certify that on the ____ day of _____, 19__, I inspected the above cited service connection/disconnection and found the work performed on the City right-of-way to be satisfactory and installed in an acceptable workmanlike manner.

INSPECTOR

SCHEDULE "B1"

Water and Wastewater Control By-law No. 5957/114/91, s.68
[AM. E/L 6099/48/93]

THE CITY OF BRANDON

P.O. Box 960
Brandon, Manitoba
(204) 728-2278

APPLICATION FOR A
COMMERCIAL/INDUSTRIAL DISCHARGE LICENSE

Pursuant to the City's Water and Wastewater Control By-law, as amended, all commercial, institutional, and industrial establishments connecting to or desiring to connect to the Wastewater System are hereby required to make application and deliver to the City Engineer certain information with respect to its industrial wastewater proposed to be discharged.

All commercial, institutional and industrial users shall furnish the information required in this application. The completed application, together with the annual permit fee of \$20.00, shall be filed with the City Engineer not later than ninety (90) days prior to the proposed connections to the Wastewater System.

The City Engineer shall utilize the information furnished in this application in forming his opinion as to allow, prohibit, or restrict, by issuance of a permit, the proposed industrial wastewater discharge.

The signature presented below shall certify that, to the best knowledge and belief of the applicant, or duly authorized agent of the applicant, including a contractor, the information furnished in this application is true, complete and accurate.

Legal Name of Applicant: _____
(Company, Firm, Corp., etc.)

Address of proposed discharge: _____

Mailing Address if other than above: _____

Telephone Number: _____

Signature of Applicant or Duly Authorized Agent: _____
(Print or type name and title below signature) _____

Date: _____

General Information:

1. Nature of Business: _____

2. Raw Materials Used: _____

3. Number of Employees: _____

4. Hours of Operation: 1st Shift _____ to _____ 2nd Shift _____ to _____ 3rd Shift _____ to _____

5. Days of Operation (Circle) Mon. Tues. Wed. Thurs. Fri. Sat. Sun.

6. Estimated Water Usage: Private Well _____ IGPD (Imperial Gallons per day) City Water _____ IGPD City Water Account No. _____

7. Size of Facility: Office: _____ sq. m. Warehouse: _____ sq. m. Processing or Manufacturing: _____ sq. m.

8. Estimated Wastewater Discharge: Domestic wastewater (toilets, sinks, etc.) _____ IGPD (Imperial Gallons per day) Process wastewater _____ IGPD _____ IGPH (Imperial Gallons per hour) for _____ hours Non-Contract Cooling Water _____ IGPD

9. Current method of wastewater disposal [] City Wastewater System directly [] Pretreatment then discharge to City Wastewater System [] Septic Tank [] Holding tank then hauled by tank truck [] Private treatment and discharge to Water Course Provincial Certificate or License No. _____

10. Garbage Grinders: Yes No

If Yes, indicate the following:

Motor Horsepower: _____ Hp

Manufacturer: _____

Model No.: _____

11. Do you discharge wastewater other than human domestic to the Wastewater System?

Yes No

If Yes, continue with Question 12 and complete ALL questions.

If No, do not answer remaining questions. Please be sure the application is signed on Page 1 and submit to the Department of Engineering and Operations.

12. Do you presently treat your wastewater before discharge? Yes No

13. If Yes, describe your treatment facility (provide drawings, reports, manufacturer's literature, etc., if available)

14. Is the process wastewater _____ batch, or _____ continuous?

15. Analysis of Applicant's Proposed Discharge:

(The analyses for the below listed parameters shall be run on a 24 hour composite flow proportional sample that is representative of the proposed wastewater discharge. The Applicant is required to present the results of analyses for all parameters listed in Division A and for those parameters, listed in Division B, that are known or anticipated to be present in the proposed wastewater discharge. At his discretion, the City Engineer may request additional information concerning those parameters listed in Division B whose results have not been presented below.)

	<u>Average Concentration</u>
<u>Division A</u>	
BOD ₅	_____ mg/l
COD	_____ mg/l
Total Suspended Solids	_____ mg/l
Nitrogen - Total Kjeldahl	_____ mg/l
Oil and Grease	_____ mg/l
Color (indicate general appearance)	_____
pH	_____
Temperature	_____ °C
<u>Division B</u>	
Arsenic	_____ mg/l
Bromine	_____ mg/l
Cadmium	_____ mg/l
Chlorine	_____ mg/l
Chromium	_____ mg/l
Copper	_____ mg/l
Fluorides	_____ mg/l
Iodine	_____ mg/l
Lead	_____ mg/l
Mercury	_____ mg/l
Nickel	_____ mg/l
Silver	_____ mg/l
Sulfonamides	_____ mg/l
Zinc	_____ mg/l
Zirconium	_____ mg/l
Others: (List)	
_____	_____ mg/l
_____	_____ mg/l
_____	_____ mg/l

NOTES:

- A. All determinations shall be made in accordance with the most recent edition of "Standard Methods for the Examination of Water and Waste Waters", published by the American Public Health Association, American Water Works Association, and the Water Pollution Control Federation, Washington, D.C. 20036.
- B. Indicate the name and title of the in-house technician who performed the analyses required in Question #15.

Name

Title

Date of Analysis

Date Sample Taken

- C. If the analyses were performed by an outside testing laboratory, provide the name and address of the lab and attach a certified copy of the full analyses report.

Name of Firm

Address

Telephone No.

- 16. Attach a plot plan of the applicant's property indicating the location of the structure, any existing treatment facilities for wastewater discharges, any drainage lines discharging into the domestic facilities, etc.

NOTE: Plans and specifications prepared by a licensed Professional Engineer may be required by the City Engineer.

Review by City Engineer's Office:

Reviewed by: _____ Date _____
 (Typed) (Signature)

Approved by: _____ Date _____
(Domestic only) (Typed) (Signature)

Approved by: _____ Date _____
(Discharge Permit (Typed) (Signature)
No. _____)

Denied by: _____ Date _____
 (Typed) (Signature)

Comments: _____

SCHEDULE "B2"

Water and Wastewater Control By-law No. 5957/114/91, s.68
[AM. B/L 6099/48/93]

THE CITY OF BRANDON

P.O. Box 960
Brandon, Manitoba
(204) 728-2278

COMMERCIAL/INDUSTRIAL DISCHARGE LICENSE

License No. _____

Pursuant to the City's Water and Wastewater Control By-law, as amended,

(legal name of business, institution or industry)

(address)

(contact person)

(title)

(telephone)

(fax)

is hereby authorized to discharge wastewater to the City's Wastewater System in accordance with the effluent limitations and other conditions set forth herein.

Effective this _____ day of _____, 19____.

Approved by _____
(name)

SEAL

City Engineer

(signature)

A. EFFLUENT LIMITATIONS

The required limitations for the proposed wastewater discharge are as follows and/or as shown on accompanying pages:

<u>Parameter</u>	<u>Limitation</u>
Volume of Flow	_____ IGPD (Imperial Gallons per day)
Maximum Rate of Flow	_____ IGPD
BOD ₅	_____ mg/l
COD	_____ mg/l
Total Suspended Solids	_____ mg/l
Nitrogen - Total Kjeldahl	_____ mg/l
Oil and Grease	_____ mg/l
Color (indicate general appearance)	_____
Temperature	_____ °C
Other:	
_____	_____ mg/l
_____	_____ mg/l
_____	_____ mg/l
_____	_____ mg/l

All facilities and equipment (i.e. detention tanks, pretreatment facilities, etc.) required by the Licensee to meet the above effluent limitations shall be furnished, installed and maintained in good working order at the expense of the Licensee. Plans and specifications for all facilities and equipment shall be subject to the approval of the City Engineer prior to installation, and one copy of "as built" plans shall be filed with the City Engineer.

SCHEDULE "C"

Water and Wastewater Control By-law No. 5957/114/91, ss.18(c)
[AM. B/L 6099/48/93]

APPLICATION FOR TRAILER DUMP STATION PERMIT

GENERAL INFORMATION:

Applicant: _____

Address: _____

Phone No.: _____

Proposed location and design of trailer dump station:
[include plans for submission to the City Engineer]

CONDITIONS AND REGULATIONS:

1. The fee for such Permit shall be \$20.00 per year or part thereof with the initial payment being due at the time of application and subsequent annual payments being due on the first day of January in each year.
2. The applicant shall provide the City Engineer with a plan, to be attached to and submitted with this application, showing the proposed location and design specifications of the facility.
3. The location, design specifications, installation, and maintenance of all trailer dump station facilities shall comply with the provisions of "The City of Brandon Zoning By-law", and Water and Wastewater Control By-law, both as amended, and with all provisions of the Manitoba Building Code and Manitoba Plumbing Code, both as amended, and all other applicable Provincial legislation.
4. All trailer dump station facilities shall be maintained in good condition and repair by the owner at all times.

REQUEST FOR PERMIT:

The undersigned, being the applicant, hereby agrees to comply with all conditions and regulations set out herein and in other applicable Provincial legislation, including the Department of Environment, Workplace Safety and Health regulations, submits the required fee, and requests the issuance of a Trailer Dump Station Permit.

ANY PERMIT APPROVED IS NOT VALID UNTIL A RELATED WATER AND SEWER CONNECTION/DISCONNECTION PERMIT HAS BEEN OBTAINED.

Date: _____ Signature of Applicant: _____

APPROVAL:

The above application for a Trailer Dump Station Permit is hereby:

[] Approved, and payment of the required fee is acknowledged
Permit Number issued: _____

[] Denied, for the following reason(s): _____

Date: _____

Supervisor of Municipal Licensing

JULY 1993

SCHEDULE "D"

Water and Wastewater Control By-law No. 5957/114/91, ss.5(e),41(c),46(b)

Estimation of Water Consumption

Where required, water consumption shall be charged by an estimate based on:

- (1) past consumption average, which is as follows:

$$\text{New Average} = \frac{(\text{Previous Average} * \text{Count}) + \text{Current Consumption}}{\text{Count} + 1}$$

This estimation is taken care of mainly by the existing computer program which posts manual transactions to the water history file. The only manual part of this process is in the initial set up of a location. When the Water Billing Section sets up a new location, they will initially give that location an average based on their judgement alone. After this, the program will take over the estimation process. A count on the number of previous readings taken at this location is kept. This number has a maximum of ten to allow for consumption fluctuation due to new customers taking over that location. The average consumption at a specific location is recalculated each time an actual reading is taken. The new average is recalculated as shown above.

- (2) the following table of estimated consumption:

Table of Estimated Consumption Charges
Based on 4 hours per day over a 90 day period

meter size in inches	5/8	3/4	1	1 1/2	2
volume in cubic feet	20,903	20,903	41,806	120,774	255,484

Where water consumption is estimated due to a water meter being out of proper working order for any reason other than first occurrence of a broken seal, or where a water meter has been removed and a building plumbing system is connected directly to a building water service, or where access is denied to a Meter Reading Agent, then whichever computation above results in the greatest value shall be used for billing purposes.