

## **Water-Sewer Subsidiary Apartment Policy**

### **1.0 Policy Statement**

The City of Mount Pearl shall charge an additional waste water rate for all registered subsidiary apartments. This policy outlines the procedure for registration and deregistration of apartments.

### **2.0 Scope**

This policy applies to residential properties located in the City of Mount Pearl.

### **3.0 Purpose**

To establish a policy that outlines the process of registration and deregistration of apartments and residential units for water-sewer services.

### **4.0 Residential Water-Sewer Registration**

The City of Mount Pearl will implement the following measures regarding the registration and deregistration of apartments:


- I. Taxpayers wishing to obtain a credit on the annual charge for water and sewer for a second unit in their property such as the basement apartment must de-register their apartment to do so.
- II. Taxpayers are advised that should they wish to re-register their apartment, an inspection by the Engineering Department is necessary to ensure compliance with the City Regulations and the National Building Code.
- III. If modifications are necessary upon inspection, a permit must be obtained from the Engineering Department before occupancy of the apartment is allowed.
- IV. It is the option of the taxpayer to pay the annual water and sewer charge for the apartment so that the apartment remains registered.

**5.0 Related Documents**

Please refer to the City’s companion document:

- *Application for De-Registration of Apartment*

**6.0 Approvals**

  
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Steve Kent, Chief Administrative Officer  
March 14, 2019  
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Date