



# **PUBLIC WORKS**

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## CITY OF EVERETT FIRE HYDRANT AND STANDPIPE USE PERMIT POLICY

Any person drawing water from a fire hydrant or standpipe in the City of Everett for local area use shall first apply to the Public Works Department for a permit and shall abide by all rules, regulations, and procedures in connection with the permit that the Utilities Division may adopt.

### 1. **Vehicle Permits**

Tank trucks and other vehicles filling from a hydrant or standpipe, shall pay to Utility Services a monthly vehicle permit fee depending on projected usage. Tank trucks and other vehicles filling from a hydrant or standpipe under City of Everett contract are exempt from this fee only. A deposit is still required for the magnetic vehicle I.D. number.

A \$100.00 refundable deposit shall also be paid for magnetic vehicle I.D. number, which shall be displayed in a visible manner, on the street side door of the vehicle whenever said vehicle is taking water. The \$100.00 deposit shall be refunded upon return of the magnetic vehicle I.D. number to Utility Services at termination of permit.

Access is limited to fire hydrants or standpipes, designated by the Utilities Division.

Before connecting to any fire hydrant for filling, all vehicles must be inspected and approved as meeting requirements of the backflow prevention program. These requirements include a Washington State approved air gap, gate valve, and spanner wrench. The inspection shall be conducted by a City of Everett Utilities Division employee certified by the State to do such inspection, in cross connection control, to assure compliance with all Local, State, and Federal regulations. Make, model, year, type of truck and license number will be noted. The license, type of tank and other description and the license of the trailer shall be recorded on the permit. Pictures that show the air gap, name of the company, license plate and the overall view of the truck or trailer will be taken and attached to the permit. The vehicle shall be inspected on an annual basis, should the need for the permit exceed one year.

### 2. **Construction Site Permits.**

Customers requesting a Temporary Hydrant Permit for construction purposes shall pay to Utility Services a refundable deposit (minus \$50.00 per month and damages) in the amount of \$1,500.00. If a hydrant meter is not included (when deemed appropriate) for checkout, the deposit will be \$600.00.

Whenever a backflow prevention assembly (BFA) is not provided by the City; the customer must supply their own BFA commensurate with the degree of hazard. Furthermore, the BFA must be tested according to Washington Administrative Code (WAC) 246-290-490. A copy of the most recent test report must be supplied with the application for the hydrant use permit showing that the assembly has been tested within a year's time. It must continue to be tested

annually on the anniversary date on the test report submitted for the hydrant use permit application.

Said customer shall also be billed automatically \$50.00 per month, plus consumption charges for water and filtration every six months, based on the current ordinance rate. If said customer is under City of Everett contract, the \$50.00 per month and consumption charges are exempt.

The maximum length of time a meter (if required) and backflow prevention assembly (BFA) can be checked out is one year. If a meter and BFA is needed for a period exceeding one year, a new meter and BFA will be issued, and the original unit returned and inspected.

The City will provide to the customer a fire hydrant meter with gate valve, or gate valve alone when a meter is not required, a section of fire hose, a hydrant spanner wrench, a double check valve assembly (DCVA) or a reduced pressure back flow assembly (RPBA) according to the need, adapters for either a fire or garden hose, and an instruction sheet showing proper installation. The \$1,500.00/\$600.00 deposit shall be refunded after the equipment has been returned in good condition and inspected by Utilities personnel, and all charges are paid.

3. **Illegal Taking of Water From a Fire Hydrant.**

Only authorized persons, such as, certain City of Everett personnel for legitimate purpose or persons with hydrant use permits may operate a hydrant. Persons illegally taking water from a hydrant shall be fined \$1,000 in 2017 per ordinance 3529-17.

The person who finds someone illegally taking water should collect as much information as possible. Such information should include time and dates, the license number, company name, telephone number, truck or trailer description including make and model of the vehicle, type of vehicle (such as hydro seeder, sweeper, or tank truck) and location of the hydrant. Pictures should be taken (if a camera is available) of the actual taking of water, the license number and any other information noted above. The camera's date stamp feature should be used if available. This information should be turned into the City's cross-connection control/backflow employee.