

# Hydrant Use

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Individual hydrant permits are required for each specific hydrant intended for use. The permits are *hydrant specific* and are valid only for the calendar year in which they are issued. All meters, backflow assemblies, and final water usage reports must be turned in no later than **December 31<sup>st</sup> of each calendar year**. Monthly usage report must be submitted by the **15<sup>th</sup> of each month**. Use Deposits are required for all hydrant use. The deposit may be refunded or forfeited, depending upon whether compliance conditions have been met. City supplied meters/make-ups are subject to damage deposits and rental fees. In cases where City meters are unavailable, the applicant must provide a hydrant meter/make-up acceptable to the City. The meter make-up must be supplied with an auxiliary gate valve connected to the side port of the hydrant prior to the metered connection. The meter/makeup must be provided and maintained in good working order and in accordance with City guidelines.

Specific construction project: \_\_\_\_\_ Permit Number \_\_\_\_\_

Contractor name: \_\_\_\_\_

Mailing/Billing address: \_\_\_\_\_

Phone ( \_\_\_\_ ) \_\_\_\_\_ FAX ( \_\_\_\_ ) \_\_\_\_\_ Truck/trailer License No. \_\_\_\_\_

State License \_\_\_\_\_ Exp. Date \_\_\_\_\_ City of Bothell Business License No. \_\_\_\_\_

Location of project \_\_\_\_\_

*State Laws require original Contractor's License or notarized copy be presented at time of permit issuance—City business license required by Bothell Municipal Code.*

## PROPOSED HYDRANT USE LOCATION:

- OFF-SITE - When there is No Hydrant at Site: \_\_\_\_\_
- ON-SITE - Water to be used for onsite construction purposes only  
Specific Hydrant Location Proposed: \_\_\_\_\_

**INDICATE INTENDED USE** - Applicant must provide satisfactory Backflow Certification dated no later than 30 days from the date of this permit - See attached City Certification Form:

- WASH DOWN (DCVA REQ.)
- DUST CONTROL (DCVA REQ.)
- CLEAN STORM/SEWER (AIR GAP REQ.)
- FILL TRUCK, TRAILER OR CONTAINER (AIR GAP OR RPBA REQ.)
- FLUSH / CHARGE WATER MAIN (DCVA OR RPBA REQ.)
- OTHER \_\_\_\_\_ (AIR GAP OR RPBA REQ.)

## REQUIRED (City Use Only) - Make-Up Information - Hydrant Meter + Backflow Assembly:

METER BRAND/TYPE \_\_\_\_\_ METER SIZE \_\_\_\_\_ FIRE HYDRANT METER NO. \_\_\_\_\_

HYDRANT METER BEGIN READ \_\_\_\_\_ METER READING UNITS  GAL  CF (note 7.48 Gal/CF)

- CITY SUPPLIED - (Rental and Damage Deposits Apply)  
(Call to check availability @ 425-488-0118)
- CONTRACTOR SUPPLIED & CITY APPROVED  
(Call to check on meter make-up inspection approval @ 425-488-0118)
- HYDRANT LOCATION AND USE APPROVED  
(Note -use not approved for routine maintenance activities)
- SATISFACTORY BACKFLOW CERTIFICATION RECIEVED  
(Note - include Air Gap inspection on all vehicles)

Approved and Inspected By: \_\_\_\_\_ Date \_\_\_\_\_  
City Staff

Meter Check-In Date \_\_\_\_\_ Read \_\_\_\_\_ Insp. \_\_\_\_\_ Make-up No. \_\_\_\_\_

Comments:



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**Mandatory 24-hr Prior Notification Required for High Demands/Usage:** The applicant must request approval for hydrant use in excess of 7,000 gals/day or whenever flow demands in excess of 200 gpm is required. Contact Public Works Water System Operations at 425-488-0118.

**Associated Fees:**

Hydrant fees are as follows:

- Hydrant Permit .....\$160.00
- Hydrant Use Deposit\*           \$1,000.00
- City Meter Damage Deposit       \$1,500.00
- Hydrant Meter Rental.....       \$151.00/mo.
- Water Cost per 100cf or 748 gals   \$19.00

**Meter Make-Up Assembly Sizes:**

- ¾”Meter/Make-Up
- 1”Meter/Make-Up
- 2” Meter/Make-Up

**Indemnity:** Applicant understands and by his signature to this application agrees to comply with all conditions as identified within this permit application as well as all city and state ordinances, resolutions and laws pertaining to backflow prevention, hydrant usage and water use reporting. The applicant also agrees to indemnify, defend and hold harmless the City of Bothell, its agents and employees from and against any and all claims, losses or liability, including attorney’s fees arising from injury or death to persons or damage to property occasioned by any act, omission or failure of the applicant, his officers, agents and employees, in performing the work authorized by this permit. This paragraph shall not apply to any damage resulting from the sole negligence of the City, its agents and employees. To the extent any of the damages referenced by this paragraph were caused by or resulted from the concurrent negligence of the City, its agents or employees, this obligation to indemnify, defend and hold harmless is valid and enforceable only to the extent of the negligence of the applicant, his officers, agents and employees.

**The City of Bothell’s backflow prevention program is based on WAC 246-290-490 and Bothell Ordinance #1634.** All connections to fire hydrants for construction related purposes shall have as a minimum a Washington State Health Department approved double check valve assemblies which are in good working order. A higher class of back flow prevention device may be required if either the City Engineer, City Construction Inspector or Water Department personnel determine that a higher potential risk exists.

The cross connection control assembly chosen for installation must be on the most recent Washington State Health Department approval listing. All installations must meet manufacturer’s specifications, and the minimum standards of the uniform plumbing code. No physical connections from the public potable water supply to the sanitary sewer system will be permitted.

I hereby authorize City representative(s) to inspect my water carrier/container, the hydrant use permit, meter, and hook-up and/or backflow prevention assemblies. I understand that the permit must be kept in truck(s) and site at all times. It is a violation of BMC Section 18.06.500, to connect to any fire hydrant without a permit. I represent the project manager, whom accepts financial responsibility for ensuring that all the conditions of this permit are met, as well as for all damages resulting from the use of the hydrant, meter, or make-up assembly. I understand that failure to meet the compliance requirements will result in the forfeiture of all use deposits, and confiscation of all meter make-up assemblies associated with the project. This includes, and is not limited to, non-permitted relocation of the meter make-up assemblies, using water from an unauthorized hydrants, failure to report monthly usages and failure to close permits by Dec 31, of each calendar year - (note - all fees and cost must be paid in full at time of permit closure).

\_\_\_\_\_  
Owner or Authorized Representative

\_\_\_\_\_  
Date



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City of Bothell

## Public Works Department

Attn: Virginia Samuelson  
21233 20<sup>th</sup> Ave SE  
Bothell, WA 98011  
Phone: (425) 806-6845  
Fax: (425) 402-4577

### MONTHLY WATER USAGE REPORT

It is the responsibility of the permit holder to notify the City of water usage by the 15<sup>th</sup> of each month. Please note that individual hydrant permits are required for each specific hydrant and are valid only for the calendar year in which they are issued.

Company: \_\_\_\_\_

Billing Address: \_\_\_\_\_

\_\_\_\_\_

Permit #: \_\_\_\_\_

Month Reporting: \_\_\_\_\_

Date	Location/Hydrant #	Last Reading	Current Reading	Amount (CF/Gallons)
<b>Total Water Used</b>				

(\* A 750-gallon minimum will be charge per usage)



## Hydrant Use Permit Procedure

Attached you will find the Form#41 for a Hydrant Use Permit for 2020.

The second page shows the Fee schedule used for this permit.

- \$131.00 for a permit fee (**non-refundable**)
- \$1,000.00 for a Meter Make-up Deposit (this is the device that will meter and pump the water from the Hydrant)
- \$1,000.00 for a Hydrant Deposit (this is in case there is damage to the Hydrant).
- There is a monthly fee of \$124.00/month charged against the Meter Make-up, and the water will be charged at \$16.00/100 CF.

The monthly fees, the water cost, any repair costs will all be taken out of the deposits at the termination of the permit, when the Meter Make-up is returned. The Meter Make-up will be inspected and then a refund or bill will be issued.

### **Here are the steps to apply for a permit:**

- 1.) Fill out the Form #41 and send it in to be processed. You may send it via fax to 425-402-4577 or email to [virginia.samuelson@bothellwa.gov](mailto:virginia.samuelson@bothellwa.gov) . The information on your application will help the City prepare the correct Hydrant Meter Make-up.
- 2.) When your permit is ready for payment Virginia will send you the permit number and amount due.
- 3.) Call the Permitting Desk at 425-806-6400 with a credit card to pay for your permit. They will need your permit number.
- 4.) Virginia will email the permit to you for signature.
- 5.) Once the permit is signed and returned, a time will be set up for you to pick up your Hydrant Use Make-up from the Bothell Operations Center at 21233 20<sup>th</sup> Ave SE, Bothell.
- 6.) IF YOU HAVE ANY QUESTIONS please give Virginia a call at 425-806-6845.

