

Construction Water and Fire Hydrant Usage Policy

The preferred method to draw water for construction-and/or bulk-water use is to utilize the water fill station located at 401 W. 7th St. or the raw water fill station (seasonal) located in Glenwood Meadows. If use of the water fill station is not feasible (as determined by the City of Glenwood Springs W/WW Department (City)), the City may grant special permission for use of a permitted fire hydrant. The use of a fire hydrant is subject to the requirements outlined in this policy and the “Fire Hydrant Use Permit.”

- **Approvals.** The use of a fire hydrant must be pre-approved by the City. Any individual that fails to obtain proper permissions from the City before using a fire hydrant is subject to the penalties defined in the City Municipal Code pertaining to theft of service.
- **Permits.** A “Fire Hydrant Use Permit” is required to use a fire hydrant. Permit applications can be obtained through the City Water Department (970-384-6344) or City website (<http://www.cogs.us/196/Water>).
 - **Fees**
 - \$300 permit fee per quarter
 - \$1500 meter and backflow rental deposit
- **Location of Hydrants for Use.** The City will determine the location(s) of permitted hydrants. The location of an authorized hydrant(s) will be identified on the permit. The use of a fire hydrant not authorized on the permit is prohibited.
- **Inspection.** The City will inspect the operational condition of the permitted hydrant. Any damage to the hydrant(s) deemed to be caused by the permit holder will be charged by the City for any labor and materials to fix hydrant, including the replacement of the hydrant. The hydrant, meter, and backflow assembly shall be inspected and approved by the City before water is drawn from the permitted hydrant. All devices shall be available for inspection by the City at any time.
- **Water Meter.** The permit holder is responsible for providing a water meter for use on the permitted hydrant. The meter must be installed on the permitted hydrant any time water is being drawn. Meters may be leased through the City Finance Department (970-384-6456). Alternatively, the permit holder will be allowed to use a meter not leased through the City, if it is certified accurate and is inspected/approved by the City. The meter shall be functional at all times and available for inspection by City staff at any time.

- **Backflow Prevention Device.** A reduced pressure (RP) backflow prevention device must be installed on the permitted hydrant any time water is being drawn. The permit holder is responsible for providing or leasing the backflow device. The backflow device must be tested by a backflow tester certified by the State of Colorado. The test report must be submitted to the City Water Department prior to drawing water from the permitted hydrant.
- **Permit Posting.** The Permit Holder must have a copy of the permit available for inspection and must ensure the City-issued tag is affixed to the meter/backflow assembly at all times. Failure to comply may result in revocation of the permit.
- **Billing.** The City of Glenwood Springs requires access to the meter/backflow at all times. A meter reading will be taken by the City Water Department via photograph and recorded internally. Billing is monthly.
- **Account Setup.** The applicant must have a bulk water account set up before using a fire hydrant. Accounts may be set up through the City Finance Department (970-384-6455).
- **Changes in permit or meter ownership.** The Fire Hydrant Use Permit is issued to the permittee for specific activities, to a specific user. The permit shall not be sold, traded, assigned, transferred, or sublet.
- **Subcontractor Use.** Subcontractors or secondary parties are not allowed to use the Permit Holder's permitted hydrant unless approved in writing by the City. The Permit Holder will remain liable for all usage and damages to their permitted hydrant.
- **Water Use Restrictions.** Permits and bulk water accounts are available for use within the City of Glenwood Springs water service area only. The Permit Holder can only use water for permit-specified purposes within the term of the permit. No hydrant water may be used for human or animal consumption.
- **Refusal of Service.** The City Water Department reserves the right to refuse use of a fire hydrant without justification. Issued permits may be suspended at any time due to water emergencies or other issues that may affect the availability of water.