




Title Use of Hydrants by Others	Number WTR-460	Rev. no. 1
Responsibility Water Line of Business	Supersedes N/A	Pages 3
General Manager/CEO signature  <small>Mami Hara (Aug 27, 2021 12:55 PDT)</small>	Approval date Aug 27, 2021	Effective date September 1, 2021

1. PURPOSE

This Director's Rule allows for use of hydrants for temporary water supply and specifies the conditions and terms for such use by individuals, businesses, and organizations other than Seattle Public Utilities (SPU) water crews and local fire departments in order to protect drinking water quality and the water system. The rule implements Seattle Municipal Code (SMC) provisions under SMC 21.04.530 and conforms with SMC 21.04.

2. RULE

A. Conditions for Hydrant Use Permits

1. SPU may authorize temporary water service from the distribution system if no other source of water is available. When using an existing water service for temporary water, backflow prevention and inspection may be required.
2. Hydrant permits may be granted for less than 180 calendar days. For temporary, City, regional, or state agency projects without an existing source of water, SPU may reissue hydrant permits to extend beyond 180 calendar days.
3. One hydrant permit is required per hydrant or per tanker truck.
4. SPU will select the hydrant or hydrants to be used and issue to the permit holder a permit for use of the designated hydrant(s) on the days identified.
5. SPU may deny a request for or revoke a hydrant use permit for any of the following reasons:
 - a) Use that is incompatible with public drinking water supply.
 - b) Use that poses greater potential for cross-contamination, injury and liability hazard; low water supply; or low water flow or pressure.
 - c) Ongoing use greater than six months.
 - d) Discretion of the SPU General Manager/CEO.
6. SPU may deny a request for a hydrant use permit based on a history of unpaid bills due SPU, past performance, or falsification of records by the permit applicant for past hydrant use.
7. Individuals requesting a permit for the use of SPU hydrants must complete a hydrant permit application and provide a site plan or describe the specific location of the hydrant.

B. Requirements for Hydrant Use

1. The permit holder is responsible for compliance with City and state cross-connection control codes and regulations, as well as for any damages resulting from a backflow event at the permitted site.
2. The permit holder must supply and use at all times an approved and certified Reduced Pressure Backflow Assembly (RPBA) or Air Gap (AG) to protect the water supply and public health from potentially harmful water backflow. An AG can be used if the hydrant is only being used to fill a water tank or spray truck.
3. A valid hydrant use permit, along with the RPBA or AG inspection certificate, must be in the possession of the hydrant operator at all times during use of that hydrant.
4. The permit holder must use an SPU-supplied hydrant meter assembly (HMA) with a valve and a meter.
5. When a hydrant is not in use, the hydrant shall be closed so that it is no longer charged, and the HMA should be removed and stored in a safe and secure location.
6. SPU may inspect without notice the installation and operation of the hydrant, including customer's equipment related to the hydrant use permit.
7. SPU may revoke a hydrant use permit if SPU determines that the installation conditions are unacceptable or a hydrant is being used improperly.

C. Fees and Charges for Hydrant Use

1. Permit holder will pay a permit fee, a meter use fee, and consumption charges for the water used based on metered use or the current daily consumption rate for the number of calendar days the permit is valid.
2. The currently adopted Director's Rule FIN-220.1, Customer Charges outlines the fees and consumption rates.

D. Conditions, Fees, and Charges for Hydrant Meters

1. Permit holder will pay a permit fee, a meter use fee, and consumption charges for the water used based on metered use when the following apply:
 - a) SPU has determined that water use will exceed 10 hundred cubic feet (CCF) per day (approximately 7,480 gallons per day) or a hydrant will be used for more than 30 consecutive days, and
 - b) SPU has determined no other acceptable method of measuring or estimating actual water used is practical, and
 - c) one hydrant only will be used and
 - d) forecasted weather will allow a meter to be used without causing damage due to freezing.
2. When the conditions under section D.1 do not apply, permit holder will pay a permit fee, a meter use fee, and the current daily consumption rate for the number of calendar days the permit is valid.

E. Administration

1. SPU may assess per day water charges for the entire term of the permit in the event there is evidence of hydrant meter tampering, damage to the hydrant meter or other action that prohibits SPU from accurately determining the amount of water used.
2. In the event of damaged or lost SPU-provided equipment, SPU will assess charges equal to the cost of the damaged or lost equipment, including overhead cost.

3. SPU will charge the permit holder on a time and material basis for any hydrant repairs necessitated by the improper operation of the hydrant.
4. SPU will charge monetary penalties, in addition to all other hydrant use charges and fees, when a hydrant use permit is revoked by SPU, or when a hydrant is being used without a hydrant permit or required hydrant meter and RPBA or AG.

F. Special Situations

1. Any person making application for use of a hydrant as part of a master filming permit pursuant to SMC Section 15.35.010 shall pay only the applicable fee set forth in the Master Filming Permit Fee Schedule.
2. At the discretion of the SPU General Manager/CEO, SPU may authorize the use of hydrants by other entities for emergency response and emergency response training under terms and conditions that, while protecting drinking water quality and the water system, may differ from those specified in this rule. Authorization will be provided in writing and will contain the applicable terms and conditions for use. Such authorization may waive charges and fees for use of the hydrants.

3. ROLES AND RESPONSIBILITIES

Permit holder is responsible for:

- Ensuring the required backflow protection is properly installed and operated at all times while connected to the water system, as well as making the equipment available for inspection at any time.
- Obtaining test and certification of the installed RPBA or AG, if applicable, and then contacting SPU for approval of the installation prior to use of the hydrant.
- Using only the designated hydrant(s) to draw water.
- Ensuring safe and proper installation and operation of the hydrant and hydrant meter assembly.
- Ensuring that drinking water quality is maintained if the water is for potable use or labeling the water as “non-potable” if applicable.
- Properly disposing of any wastewater generated from hydrant use.
- Providing the Fire Department unobstructed access to the hydrant at all times.
- Reporting to SPU if hydrant is leaking or not operating properly.
- Returning to SPU any SPU-supplied equipment in same condition as issued.
- Reimbursing SPU for any repairs or replacements of the hydrant or other SPU-provided equipment.
- Paying deposits, fees and charges as required by SPU for the hydrant use.

SPU is responsible for:

- Confirming the appropriate hydrant is being used.
- Issuing and reading meters when used.
- Timely and proper billing to the permit holder for the hydrant use.

4. AUTHORITY/REFERENCES

- SMC 3.02, Administrative Code
- SMC 21.04, Water Rates and Regulations
- Director’s Rule FIN-220.1, Customer Charges