



**Development Services Office**  
700 Fifth Ave, Suite 2748 | PO Box 34018  
Seattle, WA 98124  
(206) 684-3333 • SPU\_DSO@seattle.gov

# Hydrant Rental Permit Application

Any customer seeking temporary use of a City owned hydrant must have a valid Hydrant Rental Permit.

**PREPARE A COMPLETE APPLICATION:** This application is valid for one hydrant or one tanker truck only. If you will be using multiple hydrants or tanker trucks, submit a separate application for each.

- ☐ Complete and return Hydrant Rental Permit Application to the Development Services Office (DSO).
- ☐ [Provide a map](#) and a detailed description of the requested hydrant location.
- ☐ For film permits only, provide proof of Master Filming Permit per [SMC 15.35.010](#).

**A HYDRANT RENTAL PERMIT WILL NOT BE ISSUED FOR THE FOLLOWING CONDITIONS:**

- The project site has an existing water service.
- The hydrant use for the project exceeds six months.
- At SPU's discretion.

**SIGN & SUBMIT YOUR APPLICATION** – Use one of the following options:

- Email signed pdf copy: [SPU\\_DSO@seattle.gov](mailto:SPU_DSO@seattle.gov) (preferred)
- Mail: Development Services Office, Seattle Public Utilities, PO Box 34018, Seattle, WA 98124

**WHAT HAPPENS NEXT**

Once you submit your application, we will perform a review. If approved, you are required to complete the following prior to use:

1. [Pay the invoice](#). Once the payment posts, we will issue your permit.
2. If SPU has authorized use of a hydrant meter assembly:
  - Schedule a pick up appointment by contacting the SPU Meter Shop: (206) 615-0635.
  - Pick up/drop offs may only be done Tuesday through Friday between the hours of 7:00 am – 9:30 am. The SPU Meter Shop is closed on Mondays.
  - The SPU Meter Shop is located at 2700 Airport Way South.
3. **Required Backflow Protection, Inspections, and Documentation:**
  - Prior to use, provide and install a State approved and successfully tested Reduced Pressure Backflow Assembly (RPBA) or approved and successfully inspected Air Gap (AG) before flowing any water.
    - All backflow protection installations must be inspected and approved by SPU's Utility Service Inspections (USI) before initial hydrant use. Inspections are typically completed within one business day. Installations are subject to re-inspection by SPU at any time.
    - AGs are required to be approved by USI prior to hydrant connection. Proof of a recent AG approval from another local backflow protection program may be accepted by USI.
    - Successful backflow testing is required after the RPBA connection is approved by SPU. All backflow assembly testing must be completed by a State certified Backflow Assembly Tester (BAT). Submit passing test reports to USI within two days of testing.
    - To request a backflow inspection or to submit a successful test report, contact [SPU\\_Backflow@seattle.gov](mailto:SPU_Backflow@seattle.gov) or (206) 684-3536.

## APPLICANT AND PROJECT INFORMATION

Work Site Address	Application Date	Permit Start Date	Permit End Date (6 months max.)
Onsite Contact Name	Email	Phone	

**Hydrant Location:** Refer to the [Water and Sewer Map](#) for hydrant location (Ex: Hydrant Location: HYDRANT 800 3RD AVE - E10). For tanker trucks only, hydrants are limited to SPU pre-authorized low impact hydrants.

**PURPOSE OF USE:**

- |                           |                             |   |
|---------------------------|-----------------------------|---|
| Event (fun run, etc.)     | Film Production             | Water Main Extension ( <a href="#">Seattle Standard Plan 300a</a> ) |
| Government Agency Project | Seasonal Landscape Watering | Dust Control  |
|                           |                             | Other   |



**Please describe detailed use of project water needs:**

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	PROPERTY OWNER	FINANCIALLY RESPONSIBLE PARTY <i>(If different from Property Owner)</i>	PROJECT CONTACT <i>(If different from Property Owner)</i>
Company			
Name			
Mailing Address			
Telephone			
Email			

**REQUEST TYPE: Select one - Hydrant OR Tanker Truck**

**Hydrant**

Max. Gallons Per Minute	
Max. Gallons Per Day	

**Tanker Truck**

Tank Capacity	
Fills Per Day	
Vehicle License Number	

If water consumption is less than 10 CCF/day or 30 consecutive days of use, you will be charged the [daily rate](#).

**Water Discharged to:**      Public Combined Sewer      Public Sewer System      Public Storm Drain      Ground

**ACKNOWLEDGEMENT AND AGREEMENT**

The Property Owner or Financially Responsible Party:

- Is responsible for payment of all fees associated with this Hydrant Rental Permit.
- Has reviewed the Hydrant Rental Permit Requirements, Operation Rules, and Hydrant Meter Assembly Rules.
- Must notify SPU's Development Services Office of any change in contact information which may occur at any time prior to payment of all fees associated with this Hydrant Rental Permit.

If a Hydrant Rental Permit is issued as a result of this application, permission is given to do the work described in the Hydrant Rental Permit at the site address shown, according to the conditions hereon and according to the specification pertaining thereto, subject to compliance with the Ordinances of the City of Seattle. Correct information is the responsibility of the applicant.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Relationship to Property Owner



## HYDRANT RENTAL PERMIT REQUIREMENTS

- **It is the responsibility of the hydrant user to use a reduced pressure backflow assembly (RPBA) or approved air gap at all times.**
- Customers are required to install and maintain an approved air gap or reduced pressure backflow assembly (RPBA/RPDA) on each hydrant meter connection at all times. For answers to specific cross-connection control questions or to request an inspection, please contact SPU Backflow at [SPU\\_Backflow@seattle.gov](mailto:SPU_Backflow@seattle.gov).
- Hydrant permits, passing backflow assembly test reports, and satisfactory tanker fill inspection reports (if applicable) must always be in the possession of the hydrant user.
- Fire Department and SPU access to the hydrant must be unobstructed at all times.
- Approved barricades must be used to prevent hydrant hoses from coming in contact with vehicle and/or pedestrian traffic.
- This Hydrant Rental Permit is effective until the expiration date. Any subsequent use is illegal and subject to a fine.
- One specific hydrant must be identified and approved by SPU prior to use.
- Failure to comply with any hydrant rules or requirements may result in the cancellation of Hydrant Rental Permit(s) and penalties per SMC 21.04.580.

## HYDRANT OPERATION RULES

- Hydrant Rental Permit customers operate hydrants at their own risk and assume all responsibility for personal injury or damage to SPU equipment.
- Any improper use of the hydrant resulting in damage will result in a damage claim initiated by SPU.
- Check all engine port caps to insure they are tightly secure before operating the hydrant.
- Using a hydrant builds pressure that can blow out loose fittings. Never bend or hunch over the hydrant when you are operating and always stand to the back of the hydrant while charging.
- Operate the hydrant with a hydrant wrench only. Never operate using a pipe wrench – it strips the operating nut.
- Never open or close a hydrant rapidly. Opening or closing a hydrant too fast can send a water hammer through the water main that can cause it to rupture and/or damage the hydrant. It also disturbs the sediment in the water main affecting water quality and causing dirty water complaints.
- To control flow, use the valve on the SPU hydrant meter. If private equipment is used, connect a 2-inch ball valve or gate valve to the engine port. Never throttle a hydrant from the operation nut. Operate the hydrant to the fully open or fully closed positions. Leaving partially open or closed burns the main rubber valve.
- If a hydrant is not operating properly, call SPU Operations Response Center at (206) 386-1800 to report the problem.
- All discharges must meet [Federal National Pollutant Discharge Elimination System \(NPDES\) regulations](#).

## HYDRANT METER ASSEMBLY RULES

- SPU's hydrant meter assembly (HMA) must be returned in same-as-issued condition. If you return equipment that is damaged, SPU will assess charges equal to the cost of the damaged equipment or parts, including overhead cost. If there is any evidence of hydrant meter tampering or damage to the hydrant meter prohibiting SPU to accurately determine the amount of water used, the [daily rate](#) will be assessed for the entire term of the Hydrant Rental Permit.
- It is the Hydrant Rental Permit holder's responsibility to keep the HMA secure. Any lost or stolen HMA must be reported immediately. The replacement cost of the HMA will be assessed, as well as the [daily rate](#) from the start of the Hydrant Rental Permit to the date that it was reported stolen or missing.
- It's the Hydrant Rental Permit holder's responsibility to return the HMA by the Hydrant Rental Permit expiration date. If it is not returned, the permit holder will be charged the [daily rate](#) until the HMA is returned.