



Hydrant Use Permit

Rice Lake City Hall: 4107 W. Beyer Road; Rice Lake, MN 55803 Phone: (218) 721-3778

Individual hydrant permits are required for each specific hydrant approved for use. The permits are hydrant specific and valid only for the time period issued. City supplied meters are subject to damage deposits and setup/removal fees.

Prior to any use, the applicant shall call to arrange a meeting with a representative of the City of Rice Lake Utilities Department to discuss the proposed hydrant to be used and the conditions of this permit.

Applicant/Contractor Name: _____

Mailing/Billing Address: _____

Phone: (____) _____ **Email (required):** _____

Email is required for sending invoices. No invoices will be mailed unless email is not an option.

PROPOSED HYDRANT USE:

Intended Use: _____

____ **Off-Site** - _____

____ **On-Site** – Water to be used for onsite construction purposes only.

Specific Hydrant Location Proposed: _____

REQUIRED (To Be Filled In By City)

Approved Hydrant Location: _____ Permit Number: _____

Method of Water Measure: ___ City Provided Meter Meter ID: _____

___ Tank Load Measure Size of Tank: _____ gallon.

Valve Provided? Yes No

City Backflow Preventor Provided? Yes No Contractor Backflow Preventor Approved? Yes No

Permit Fee: \$ _____ Deposit: \$ _____ Meter Setup/Removal Fee: \$ _____

Total Due at Time of Application: \$ _____ Payment Type: Cash Check Credit/Debit

Approved and Inspected By: _____ Date: _____

Expiration Date: _____

Meter Install Date: _____ Beginning Read: _____

Comments: _____



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Conditions of Hydrant Use Permits City of Rice Lake, Minnesota

1. Operation of a hydrant without a valid Hydrant Use Permit is prohibited and punishable by civil fine.
2. A Hydrant Use Permit shall be issued for a specific hydrant, use, and time period.
3. Hydrants shall be opened completely when in use. All flow controlling is to be done with the use of an auxiliary gate valve. All connections to the hydrant must have a gate valve installed between the hydrant and the point of delivery. No ball valves or quick closing valves shall be used to control flow.
4. The maximum size fill hose connected to a hydrant shall be 1-1/2".
5. Only approved hydrant wrenches shall be used to operate hydrants. The use of pipe wrenches is specifically prohibited.
6. The volume of water taken from a hydrant must be accurately measured, recorded, and reported to the satisfaction of the City. The City will determine whether or not a water meter is required for the hydrant use.
7. If a water meter is required, the City will provide and install the hydrant meter within 2 business days of permit application approval. A meter reading will be taken by a City Representative no later than the 26th of each month for usage billing purposes. The meter will be removed immediately following expiration date unless an extension is requested by applicant and approved by the City. If the meter assigned is found to be damaged the applicant will be responsible for the actual cost of repairs or replacement.
8. A record of the date and volume of water taken from the hydrant must be maintained by the permittee if unmetered. It is also recommended to maintain a record even when metered in case of unauthorized usage.
9. A copy of the issued permit and usage record must be kept in the tank truck or on the job site for examination at all times by any employee of the City of Rice Lake.
10. The City reserves the right to limit use of specific hydrants and to suspend or restrict use during periods subject to freezing temperatures.
11. The City shall have the authority to revoke a Hydrant Use Permit if the applicant violates the above conditions of the permit or if an emergency exists. The City may further refuse to issue a permit to any applicant who has a demonstrated history of improper hydrant use or failure to pay usage fees to the City.
12. The applicant agrees to assume responsibility for damage to any hydrant used or damage to the connecting water system caused by improper operation.



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Associate Fees:	Amount:
Hydrant Use Permit	\$25.00
3" Hydrant Meter Setup and Removal	\$25.00
3" Meter Fee (Monthly) **	\$25.00
3" Meter Damage Deposit (refunded within 21 business days if no damage occurred) **	\$250.00
Water Usage per 1000 gallons (\$24.86 minimum applies for <1000 gallons)	\$24.86
Duluth Water Infrastructure Surcharge (Monthly)	\$4.40

** Fee only applies to permit holders requiring meter for more than one time use.

Indemnity: Applicant, by signature to this application, agrees to comply with all conditions as identified within this permit application and accordance to City Ordinance #27, Section 2. The applicant also agrees to indemnify, defend, and hold harmless the City of Rice Lake, its agents, and employees from and against any and all claims, losses or liability from injury or death to persons or damage to property occasioned by any act, omission or failure of the applicant, their 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.

I hereby authorize City representatives to inspect my water carrier/container, the Hydrant Use Permit, Usage Record, and meter and hydrant hookup. I understand that this permit must be kept in vehicle(s) and at the site of hydrant use at all times. It is a violation of City code to connect to any hydrant without a permit. I accept the 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 forfeiture of all use deposits, the cancellation of this permit and the refusal to issue any future hydrant use permits by the City. This includes, but is not limited to, taking water from an unauthorized hydrant, failure to record monthly usages, failure to pay all fees and charges associated with this permit and reckless or improper use of hydrants.

Name

Address

City/State/Zip

Owner or Authorized Representative

Date