



Public Works Department

130 S. McKinley Avenue
Fort Lupton, CO 80621

Phone: 303.857.6694
Fax: 303.857.0351
www.fortlupton.org

CONSTRUCTION WATER METER PERMIT

Water usage from City of Fort Lupton fire hydrants requires a permit and use of City of Fort Lupton hydrant water meters. Contractors must complete this form, air-gap affidavit (for drop fill trucks) or current backflow assembly test & maintenance report, and provide the City with a payment of **\$1,525.00** (\$25.00 permit fee & \$1,500.00 deposit). Truck(s) must be inspected by a City official before release of the hydrant meter is permitted. Trucks with direct hook up are required to be equipped with an annually tested reduced pressure backflow device. Proof of test needs to be present during application process.

At job's end, the contractor must return the hydrant water meter, backflow preventer, brace stand(s) and, if included, shut-off valve, to City Hall for the final reading of water usage and final inspection of condition by a Public Works employee. After payment of all water use charges, a check will be issued within 30 days for the \$1,500 deposit less damage and/or lost equipment fees.

Upon receipt of the above listed funds and the completion of this form, a Public Works staff member will suggest a hydrant location and instruct the contractor regarding meter usage, if needed. Do not use any other fire hydrant than the one you were assigned to. **Please note that caution must be taken when closing the hydrant valve; the valve must be closed slowly to prevent a water hammer from damaging the City's water line. No attachments to the meter are allowed unless the Public Works Manager is notified and approves the attachment.**

On the last working day of each month, you should call in or bring your meter reading to City Hall and water charges will be calculated at that time. If we do not hear from you at the end of the month, Public Works will call you for the meter reading. If we are unable to get a reading from you after 45 days, the city hydrant meter will be impounded from you until your bill has been paid in full.

You may pay your water usage bill at the time the reading is presented to city hall or it can be billed to the office address on this form. Your other option is to have a Public Works employee visit your job site every 3 to 4 weeks to obtain a current reading from the meter gauge and inspect the meter and backflow preventer to assess condition and check for any damage. Water usage during that time period will then be billed to the office address on this form.

Water costs are currently charged at \$10.00 per 1,000 gallons used.

How to operate the Fire Hydrant

**DO NOT OPERATE FIRE HYDRANT WITH ANYTHING BUT A FIRE HYDRANT WRENCH.
CONNECT THE METER TO THE PROPER NOZZLE.
GATE VALVE ON HYDRANT METER SHOULD BE SLIGHTLY CRACKED OPEN.
SLOWLY OPEN HYDRANT UNTIL WATER STARTS TO FLOW.
OPEN FIRE HYDRANT FULLY.
OPERATE FLOW RATE BY USING THE GATE VALVE ON THE HYDRANT METER.
WHEN FULL, CLOSE GATE VALVE ON HYDRANT METER.
SLOWLY SHUT DOWN FIRE HYDRANT. DO NOT SINCH DOWN.
REMOVE METER.
FIRE HYDRANT OPERATIONS ARE FULLY CLOSED OR FULLY OPEN. (NO IN BETWEEN)**

NOT FOLLOWING THESE INSTRUCTIONS MAY DAMAGE FIRE HYDRANT, WATER SYSTEM AND COULD CAUSE BODILY INJURY.

Contractor is responsible for proper operation and care of the fire hydrant when using. Any damage done to the hydrant and water system will be fault of contractor and will be billed for repairs.

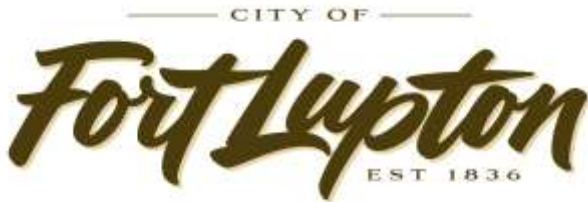
CONTRACTOR'S ACKNOWLEDGEMENT:

I have read the above information. When I am finished with the meter assembly, I will return it to City Hall and pay for the water used at the current water rate, plus any damage to the meter. I understand that my deposit funds will be returned to me after all charges have been paid in full.

_____ Signature of Company Representative	_____ Date
_____ Printed Name of Company Representative	_____ Cell Number
_____ Company Name	_____ Office Number
_____ Full Company Address to Send invoice To	
_____ Construction Location	_____ Hydrant Location
_____ Estimated Time Span of Meter Usage	Shut-off valve included? Yes ___ No ___
	Number of braced stands issued <u> 0 </u>
_____ Meter Serial #	_____ Backflow Preventer Serial #
_____ Comments:	

Commercial water rate = \$10.00 per 1,000 gallons used

_____ Initial Meter Reading	_____ Date of Meter Check Out
\$1,525.00 (\$25.00 permit fee & \$ 1,500.00 deposit) Received By	_____ Staff Signature
_____ Check or Credit Card Authorization Number	_____ Receipt Number / Staff Signature
_____ Final Meter Reading	_____ Date of Meter Return (Company Representative Please Initial)
_____ Date of Deposit Funds Return	_____ Staff Signature



COME PAINT YOUR FUTURE WITH US

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Air Gap Certification Affidavit
For Mobile Applications

WATER SUPPLIER: City of Fort Lupton
ADDRESS: 130 South McKinley Ave. Fort Lupton CO 80621

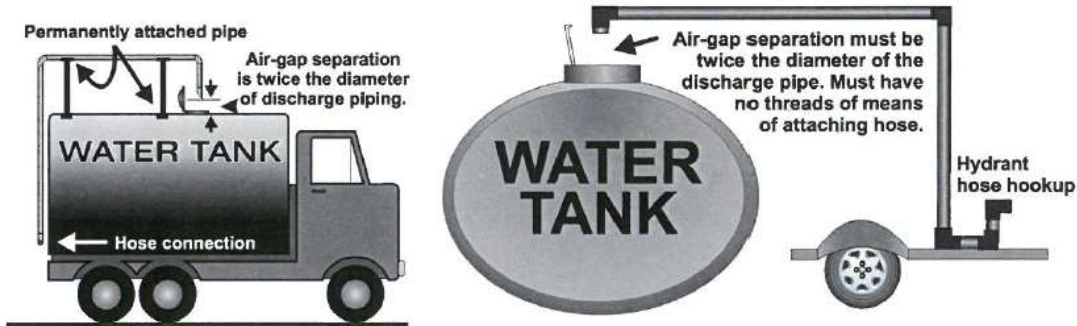
A completed form must be on file with each water supplier you obtain water from and a copy kept in vehicle.

Form must be filled out and signed by a person responsible for the fabrication, maintenance and repair of any air gap to be used on tank trucks, trailer mounted fill spouts or any other tank designed to carry water obtained from any potable water distribution system.

Form must be signed by the owner of the conveyance and notarized.

MINIMUM SPECIFICATIONS FOR A MOBILE AIR-GAP: (Applies to external piping only)

- 1. Vertical distance from discharge pipe to the flood level of the container must be at least 2 times the diameter of the discharge pipe.
3. No hoses to prevent spillage or splashing shall be attached to the discharge pipe at any time.



VEHICLE: Make: _____ License Number: _____
ID Number: _____
Tank Size: _____ gal. Fill Pipe Diameter: _____ inches
Vertical Distance: _____ inches
Address of normal storage location of vehicle: _____
COMPANY: _____
PHONE: (_____) _____
ADDRESS: _____ CITY: _____
STATE: _____ ZIP: _____
OWNER/OWNER'S AGENT: _____
TITLE: _____

The above-described vehicle and air gap specifications exist at this time and will be maintained at all times in the future. I understand that not maintaining these air gap specification is in violation of Colorado Department of Public Health and Environment and the Colorado State Plumbing Code. Violation of these regulations can result in all permits

for obtaining water from a public water system being revoked in addition to other fines and penalties.

Person Inspecting Air Gap:

Signature _____ Date: _____

Owner/Owner's Agent:

Signature _____ Date: _____

State of: _____ County of: _____

On this _____ day of _____, 20____ before me, the undersigned, a Notary Public in and for said State, personally appeared.

Known to me, or proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) are subscribed to in the foregoing instrument and acknowledged that executed the same.

Witness my hand and official seal

Signature: _____

My commission expires: _____

