



# City of Baker City, Oregon Public Works Department

P.O. Box 650  
Baker City, OR 97814-0650  
541-523-6541 Voice/TDD  
541-524-2049 FAX

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## Fire Hydrant Use Application

The use of Baker City fire hydrants by contractors or other government agencies shall be regulated and fees will be assessed by the City as follows:

\$25.00 per day a hydrant is in use

The applicant will complete the form provided. The form must be delivered or mailed to the City with payment for each month of usage. The quantity of water used will be recorded by load count.

First time applicants, with or without their own port valve, will be assessed a \$25.00 sign up fee. In order to protect the City's potable water supply, City personnel will inspect the connection from the hose to the tank to confirm that all equipment used meets the State of Oregon's Drinking Water Program guidelines. City personnel will instruct the applicant as to the proper methodology to fill tanks when using fire hydrants. Backflow devices will not be accepted for preventing a cross connection. **An air gap twice the diameter of the discharge pipe into the tank will be the only acceptable means for filling a tank.** To reduce wear on the hydrants moving parts, only a port valve will be acceptable as means to connect to any hydrant. Hydrants will be operated in the fully open position only.

The City may waive the first time applicant fee if the applicant has previously been instructed in the operation of hydrants and supplies an approved port valve. For all applicants that require the use (rental) of a City port valve, a monthly fee of \$25.00 will be charged **in addition** to the usage fees.. The City port valves have a standard 2 1/2" fire hose thread connection. The City does not provide fire hose rental.

For those applicants needing 4,000 gallons of water or less within a one-month period, the applicant may be allowed to fill up at the Baker City Public Works Warehouse at 2551 Place Street during business hours at the rate of \$5.00 per fill up. City personnel will assist with the initial fill up.

Any loss, theft, damage, etc. to the City's port valve or hydrant or any other City property will be replaced or repaired **at the expense of the applicant.** The hydrant foot valve shall be closed at the end of each day the hydrant is used. In order to prevent damage that may be caused during freezing conditions, the hydrant foot valve shall be closed after each use, allowing the hydrant to drain.

The City of Baker City reserves the right to deny use of any City hydrant at any time. Violation of this policy or fraudulent reporting of hydrant use will result in suspension of hydrant use.

Upon approval of this hydrant use application, City personnel will schedule a site visit(s) to instruct the applicant on the proper operation of the hydrant at that site.

Applicant Name: \_\_\_\_\_

Company/Agency Name: \_\_\_\_\_

Applicant/Company/Agency Phone Number(s): \_\_\_\_\_ or \_\_\_\_\_

Company/Agency Address: \_\_\_\_\_

\_\_\_\_\_

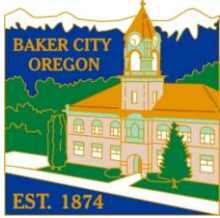
Mailing Address (if different): \_\_\_\_\_

\_\_\_\_\_

**By signing below, the applicant acknowledges and agrees to the requirements and conditions contained within this application.**

\_\_\_\_\_  
Signature of Authorized Representative of Company/Agency

Today's Date: \_\_\_\_\_



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## Contractor Water Usage

DATE	NO. OF TANK LOADS	DATE	NO. OF TANK LOADS

Gallons used: \_\_\_\_\_

Hydrant usage: (number of days) \_\_\_\_\_

Set-up fee (\$25.00 if applicable) \_\_\_\_\_

Port valve monthly rental (\$25.00 if applicable) \_\_\_\_\_

**Total Due:** \_\_\_\_\_

Please remit payment by the 10<sup>th</sup> of the month to City of Baker City, P.O. Box 650, Baker City, Oregon 97814.