



CITY OF CLEVELAND, DIVISION OF WATER

PERMITS AND SALES DEPARTMENT
1201 LAKESIDE AVENUE, CLEVELAND OHIO 44114
(216) 664-3130 prompt #7

TEMPORARY WATER SERVICE PERMITS OFF A HYDRANT, METERED OR UNMETERED

The following is a list of the Cleveland Division of Water's rules with respect to the use of fire hydrants or other unmetered water sources for the purpose of supplying temporary water service. Please read them over. If you understand these rules and agree to comply with them, sign on the next page.

GENERAL RULES:

All fire hydrants used in a service municipality will require a letter of permission from the Fire Chief of that municipality, except the City of Cleveland, on the respective municipality letterhead. This letter will acknowledge and allow the use of the hydrant, the date of use, and that the customer is responsible for any repairs caused by damages to the hydrant. This letter is to be on file in the Permits and Sales office prior to or at the time of payment for hydrant usage. This letter can be faxed to (216) 420-7991.

The Division of Water will deem when it is permissible to obtain a temporary water service. There are two types of temporary water services; estimated or metered. In all cases, the Division of Water will determine when each shall apply. A standard permit fee will be required in either instance. Estimated consumption, fees for water usage will be determined by the Division of Water utilizing standard usage rates for the type of work being done.

All temporary water service from a hydrant will require the use of an independent gate valve, a check valve, the appropriate coupling, hoses, pipes and a hydrant wrench/key. Equipment is to be supplied by the customer.

Applicant must obtain a valid permit prior to the expected usage date. These permits are required in the City of Cleveland and all service municipalities and must remain on the job site. Any hydrant or other source of water being used without a valid permit will be in violation of these rules. Violators will be turned over to the Utilities Security for investigation and charges.

PREPAID ACCOUNTS USAGE

Fire hydrant permits will be issued against a deposit on file or by payments made in the office Monday through Friday from 8:00 a.m. to 5:00 p.m.

For prepaid accounts, a statement will be issued showing amount of monies used for permits and the account balance. Please note that if your account balance is getting low you will have to make another deposit to ensure enough is on the account to cover any permits you are requesting. No permits will be issued if the current balance is below the amount required for the permit.

METERED USAGE

THE HYDRANT METER ASSIGNED TO A PARTICULAR JOB SITE MUST REMAIN ON THAT JOB SITE. WATER CONSUMPTION CHARGES WILL BE BASED ON THE SERVICE DISTRICT AND CITY WHERE THE WATER IS BEING CONSUMED. IF THE CUSTOMER WISHES TO MOVE TO ANOTHER JOB SITE OR HYDRANT THE CUSTOMER MUST RETURN THAT METER AND INITIATE A NEW PERMIT AND DEPOSIT APPLICATION.

Fire hydrant meters will be issued after review by the Permits and Sales office based on length of time and type of usage.

Customers must deposit \$1125.00 to cover the meter, \$40.00 for the hydrant permit and \$35.00 for the first week's rental. (2011 price)

Rental fees begin from the date the meter is installed and consumption fees are based on the relative meter readings and will be billed at the current water rates for the location of the hydrant.

An investigator for the Permits and Sales department will deliver the meter to the job site at a pre-arranged date.

Meters will be read and billed monthly. Failure to pay the monthly invoices may result in revocation of the permit and refusal of subsequent meter rentals.

If the meter is not returned the deposit will not be refunded. If the meter is inoperable or damaged in any way, the repair costs will be tabulated and deducted from the deposit prior to issuing a refund. If repair costs exceed the deposit, the customer will be billed for any balance.

Deposits will remain intact until the final bill has been paid. Refunds are initiated in the Permits and Sales department and issued from the City Treasurer.

I do here agree to the above:

Signature of person taking out permit

Permit number

Print name of person taking out permit

Meter number

Company name

Start Read

Company address

Date:

Company City

For the job address of:

Company phone

Job Site Forman

City of Cleveland Investigator

End Read

Return Date