



HYDRANT USE PERMIT Application

APPLICANT INFORMATION

(please print)

Name:	Phone:
Company (if applicable):	Fax:
Street Address:	Email:
Mailing Address:	
City & Postal Code:	
24-hr Emergency No.:	Contact Person:

HYDRANT INFORMATION

Hydrant Location / Details:	
Hydrant No. (if known):	Estimated Value of Work: \$
Starting Date:	Completion Date:
Hydrant use required for the following purpose: _____	

PERMIT CONDITIONS

*Applicants are recommended to discuss the proposed location with Public Works prior to the application *

Any permission and/or approval granted herein is at all times subject to the following conditions:

1. The permittee shall at all times accept full responsibility for any accident that may occur or damage that may be done to any person or property whatsoever, whether caused directly or indirectly by these works, and shall save harmless and keep indemnified the City of Duncan from all claims and demands whatsoever in respect of these works and such works.
2. Please include a copy of your insurance certificate for a minimum of \$2 million comprehensive general liability naming the City of Duncan as an additional insured. If the City has a copy of your insurance with the valid period of time identified, it is not necessary to include this with each application.
3. At no time shall the permittee remove any port cap nor use any port that does not have a meter and backflow prevention installed. Unauthorized use of a hydrant port may result in the immediate termination of use.
4. This permit is granted subject to and without prejudice to the provisions of the Highway Act, or any other acts governing City lands and public works or their use by the public, and subject to and without prejudice to any City Bylaws.
5. This permit is valid only for the specific works stated herein. Any alteration or addition to the scope of work shall be covered by a separate permit or approved amendment.
6. This permit may be cancelled at any time at the direction of the Public Works Department without recourse should the permittee fail to comply with all the conditions of the permit.
7. The City will supply and install a metered backflow prevention device with valves opened by the City.

NOTE: Upon approval, this permit is good for the above dates and locations only, is not transferable and is subject to cancellation without notice. The hydrant will be available for use within 48 hours of approval of this permit. PW will advise of the estimated day/time of the hydrant meter installation via fax or phone.

RATES

Within the City

Minimum (up to 170 cubic metres)	\$ 110.53
Per additional 17 cubic metres (up to 680)	\$ 8.24
Per additional 17 cubic metres (up to 850)	\$ 8.59
Per additional 17 cubic metres (over 1,700)	\$ 8.93

Outside the City

Minimum (up to 170 cubic metres)	\$ 167.92
Per additional 17 cubic metres (up to 680)	\$ 12.22
Per additional 17 cubic metres (up to 850)	\$ 12.63
Per additional 17 cubic metres (over 1,700)	\$ 13.06

Paid Stamp

INCLUDE WITH APPLICATION

Liability Insurance (\$2,000,000) (naming the City of Duncan as additional insured) Attached

Payment of minimum rate due upon application (see above) Attached

Signature

Date

OFFICE USE ONLY

Meter No:	Start:	Finish:	
Minimum Usage Charge:	Hydrant Location:		
<input type="checkbox"/> City of Duncan	<input type="checkbox"/> North Cowichan	<input type="checkbox"/> CVRD	<input type="checkbox"/> Cowichan Tribes

PUBLIC WORKS APPROVAL (special conditions that may be required)

Approved by Director of Public
Works & Development Services

Date

Personal information you provide on this form is collected pursuant to Section 26 of the *Freedom of Information and Protection of Privacy Act* and will only be used for the purpose of processing this application. Your personal information will not be released except in accordance with the *Freedom of Information and Protection of Privacy Act*. Questions about the collection of your personal information may be referred to the Corporate Services Coordinator by email: duncan@duncan.ca or phone: 250-746-6126.