



City of Bellevue Utilities
Operations & Maintenance Division

TEMPORARY HYDRANT PERMIT APPLICATION		
Applicant Information		
Company Name:	Company Phone #:	
Contact Name:	Contact Phone #:	
Company/Contact Address:		
City:	State:	Zip Code:
Email*:	<i>* Email will be used for online billing purposes & customer communication(s)</i>	
Project & Hydrant Use Information		
Primary Project Use:		
<i>If Other, please explain:</i>		
Primary Hydrant Use:		
<i>If Other, please explain:</i>		
Job Site Location:		
Hydrant Location <i>(provide nearest cross-streets or address):</i>		
Project Name <i>(if there is a COB permit associated with this project please provide the name used on the permit):</i>		
Expected Job Start Date:	Expected Job End Date:	
Billing Information		
Permit Billing Information:	<input type="checkbox"/> check box if billing address is same as company/contact address (above)	
Street:		
City:	State:	Zip Code:



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Permit Application & Installation Process

Temporary Hydrant Permits are issued for short-term (90-day) water usage for use on one designated hydrant for specified project. Examples of projects include construction, demolition and other special use cases. Applications will be reviewed within 5-business days and approved customers will be issued an invoice to pay initial permit and deposit fees. Upon approval staff will reserve hydrant meter inventory for customer until install can be scheduled.

Appointments are required to have hydrant water meter/backflow devices installed. City of Bellevue staff will contact customers to schedule installation appointments once applications are approved. If customer installation has not been scheduled within 10-business day of application approval, reserved hydrant meter cart may be placed back in general inventory and customer may be placed on inventory wait-list.

Permit and deposit fees can be paid online, through mail or at the Service First Desk at City Hall (1st floor, 450 110th Ave NE, Bellevue, WA). Fee information can be found on the City of Bellevue Hydrant Meter Permit Website.

To contact the City of Bellevue Backflow Program e-mail or call: Backflow@bellevuewa.gov, Tel: (425) 452-4201

Billing & Permit Cancellation Policy

Daily water charges and monthly equipment rental charges will continue to accrue from the time of installation until written notification is received to cancel permit, or equipment is uninstalled and permit expires. Permits will expire automatically 90-days after installation date, the City of Bellevue will schedule a time to uninstall equipment from the hydrant at permit expiration and quarterly billing will be issued based on the water meter read provided at the time of uninstallation.

Permit holder will be responsible for any damages occurring to the hydrant, water meter and /or backflow device and any equipment connected there within after installation has occurred.

To cancel permit and release equipment deposit please contact the City of Bellevue Backflow Program at: Backflow@bellevuewa.gov, Tel: (425) 452-4201

Permit Holder Agreement

The undersigned hereby certifies that this permit and all related City of Bellevue assets will be used only for the designated and specified permit purposes when connected to the City of Bellevue’s Water System. The undersigned agrees to hold harmless the City of Bellevue, agents and employees for any all claims or liability of any nature whatsoever for injury to or death of any person or damage to any property real or persona, arising out of the use of a City of Bellevue hydrant, meter and/or backflow device. The undersign agrees to pay all deposit and permit fees prior to or after hydrant meter cart installation.

Print Name:

Signature:

Date:

Failure to comply with permit, equipment and/or billing requirements can result in the immediate termination of this permit and the issuance of any applicable fines per Bellevue Civil Enforcement code chapter 1.18 and is subject to escalating enforcement including up to \$500 per day per violation and up to \$5,000 per day for repeat violations. Permit holder is responsible for the safety, maintenance and general wellbeing of city of Bellevue property and equipment from time of install until uninstall is complete.

**If unable to utilize above “submit” button, please save document and send as an attachment to backflow@bellevuewa.gov*



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Permit Approval Status

This permit application has been reviewed for content and use case:

FOR COB Use Only (WQ)

Approved Denied Date:

Reason for Denial:

Hydrant Location Information

The approval of this permit allows for the authorized use of the designated fire hydrant:

FOR COB Use Only (WQ)

Hydrant #:

Cart #:

Permit #:

Billing & Permit Information

The following is to be used COB Utilities Finance department:

FOR COB Use Only (Util Finance ONLY)

Permit & Deposit: Paid