



Administration Office
One Locks Plaza
Lockport, NY 14094
Phone (716) 439-6678
Fax (716) 439-6602

Filtration Plant
220 Summit Street
Lockport, NY 14094
Phone (716) 433-1645
Fax (716) 478-0533

Distribution Maintenance
220 Summit Street
Lockport, NY 14094
Phone (716) 439-6677
Fax (716) 478-0099

Fire Hydrant Use Policy

The City of Lockport Water Department (LWD) is required by the N.Y. Department of Health to enforce the proper use of all fire hydrants throughout the water distribution system. Each fire hydrant is a potential entry point for contaminants into our drinking water. Contamination to the system may easily occur if a backflow or back-siphonage condition occurs in the drinking water system. This may happen anytime that water is removed from the system in large quantities at high velocities. This is not only a public health concern, but also a significant threat to system security. Therefore, the general policy of the LWD is to restrict the use of fire hydrants only to LWD maintenance employees and fire department personnel for fire-fighting purposes. Only under special conditions will LWD allow others to use hydrants in the system.

Contractors in need of bulk water in the LWD service area are required to contact the LWD Business office prior to withdrawing water from the system. Failure to adhere to this policy is a violation of State Law and is considered water theft. The violation is punishable by fine and/or incarceration and the LWD will not refrain from enforcing this policy. The first time offense will result in a penalty of \$500 minimum.

LWD understands that contractors need large quantities of water from time to time for specific jobs (i.e. paving, hydro-seeding, etc.) Unfortunately, the LWD cannot provide this service at every location and ensure that our drinking water remains safe. Providing high quality drinking water to our customers is of the utmost importance and takes precedence over providing bulk water to those in need. You will need a fire hose equipped with a female NST (fire hose thread) coupling to use any City fire hydrant.

1. All usage from City fire hydrants **MUST** be protected with a certified back flow device, authorized by the LWD Operator in Responsible Charge, **NO EXCEPTIONS!** Proof of current testing and certification is required.
2. All applications for fire hydrant use must be applied for no less than 5 (FIVE) business days in advance at the LWD Business Office. After approval and payment of all fees you will be issued a permit that you must keep in your possession when withdrawing water from any of our fire hydrants. Our field employees can request to see your permit at any time. If you do not have a permit in your possession upon request, your permit will immediately expire or if we determine that you have not applied for a permit, a water theft fine will be assessed and you may be subject to further prosecution through the Lockport Police Department.
3. If you do not have a proper hydrant wrench, we will issue you one on the first visit. This wrench should only be used at the permitted site only. Do not use anything but hydrant wrenches on LWD hydrants or you will lose the privilege of receiving bulk water and you will be charged for the hydrant repair.

4. Under no circumstances will a "blue capped" (steamer cap is painted blue) fire hydrant be used for anything other than fire fighting purposes
5. When operating a fire hydrant, always turn the wrench slowly when opening and closing the hydrant to prevent "water-hammer" in the system. If this rule is not followed, the results can be disastrous and you will be held liable for any damages incurred from water hammer! Also, the hydrant meter / backflow preventer must be equipped with a gate valve for throttling the flow from the hydrant. Do not throttle the hydrant flow at the hydrant operating nut or with a ball type valve! When using a fire hydrant, the operating nut must be opened completely! It is a good idea to shut the gate valve at the meter prior to operating the hydrant operating nut to prevent the hose from whipping. After each use of the hydrant, turn off hydrant using the operating nut.
6. All attachments to fire hydrants must always be blocked or supported at all times. LWD reserves the right to charge for damages to our facilities.

Long term use: If you need water for construction / irrigation for more than 3 months, you may rent a mobile hydrant meter that is backflow protected from LWD at the current fee schedule. These devices are limited in number and will be made available on a first come, first serve basis. LWD personnel will deliver the meter to the project site and will install the device at an agreed upon site and a beginning reading will be recorded at that time. The hydrant meter can only be used at the hydrant that is on the permit. When the project is completed, the applicant shall request for the meter and backflow device to be picked up by LWD.

As stated above, this is an effort by LWD to provide an additional service to our customers. The program will only work if honesty and proper workmanship prevail on the part of the customer. In an effort to continue this service, we ask that you immediately report any illegal or improper fire hydrant use in our system by calling our Water Filtration Plant (716) 433-1646 Ext. 1. If LWD employees find equipment attached to any hydrant in our service area without prior permission from the LWD, all equipment will be confiscated and will not be returned to the responsible party until the appropriate water fee(s) are paid to LWD.

My signature below indicates that I have read and understand the LWD Fire Hydrant Use Policy in its entirety. I understand that I am performing this action at my own risk and LWD is not responsible for my actions. I will follow all procedures outlined in this policy and I understand that my failure to do so, will result in these privileges being revoked, possibly a fine and criminal charges.

(COMPANY NAME)

(SIGNATURE OF REPRESENTATIVE)

(STREET ADDRESS)

(PRINTED NAME OF SIGNER)

(CITY, STATE, ZIP)

(_____)
(EMERGENCY CONTACT PHONE NUMBER)

(PHONE NUMBER)