

HYDRANT USE PERMIT APPLICATION

APPLICANT INFORMATION

Name:	Drivers Licence No.:	
Company:	Phone:	
Street Address:	Email:	
Mailing Address:	City:	Postal Code:
24-Hr Emergency No.:	Contact:	

HYDRANT INFORMATION

Start Date:	End Date:
Hydrant Location:	Approved Hydrant No.:
Project Name:	
Project Location:	
Project Description:	

CVRD Project (Contract): Yes No

PERMIT CONDITIONS

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

1. The permittee will 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 Comox Valley Regional District (CVRD) from all claims and demands whatsoever in respect of these works and such works.
2. Permit applications are accepted at the CVRD office at 770 Harmston Avenue, Courtenay or by email at water@comoxvalleyrd.ca. Office hours are Monday to Friday, 8:30 am to 4:30 pm.
3. The CVRD requires 72 hours to process and approve applications.
4. Permits are valid for 28 days. Extensions are available on a first come first serve basis
5. The CVRD will supply and install a metered backflow prevention assembly with valves opened by the CVRD. The assembly will remain in place for the duration of the permit. If servicing is required the permittee will call the Water Department at 250-334-6056.

6. At no time will the permittee tamper with or remove any port cap nor use any port that does not have a metered backflow prevention device installed.
7. The permittee is responsible for dechlorinating water at point of discharge if water is likely to flow into storm sewer system or drainage ditch.
8. A \$1,000 deposit is due upon permit approval, and will be refunded once the hydrant box and valve key have been collected. The permittee will be invoiced for water usage after the project is completed based on current bulk water rate as defined in the Fees and Charges Bylaw No. 190.
9. A \$10.00 per day rental fee and \$95 hydrant servicing fee will be applied to the final invoice.
10. This Permit is not valid during Stage 3 or Stage 4 water restrictions.
11. This Permit may be cancelled by the CVRD at any time without recourse should the permittee fail to comply with these conditions.

Applicant:	<i>I have read and agree to these conditions.</i>	Office Use:	
	Signature:	Approved by:	Date:
Date:		Permit Start Date:	Permit End Date:

OFFICE USE ONLY

Deposit Paid:

Personal information provided 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. Personal information will not be released except in accordance with the *Freedom of Information and Protection of Privacy Act*. Questions about the collection of personal information may be referred to the Engineering Services Branch at 770 Harmston Avenue, Courtenay, BC, 250-334-6000 or by email at engineeringervices@comoxvalleyrd.ca.

Comox Valley Regional District