



DEPARTMENT OF WATER MANAGEMENT
CITY OF CHICAGO

Memorandum

TO: Community Garden Hydrant Use Permit Applicant
FROM: Michael Tucker
Chief Plumbing Inspector
DATE: April 15, 2015
SUBJECT: Community Garden Hydrant Usage

The Department of Water Management policy for temporary use of water for community gardens is as follows:

A copy of the relevant Chicago Municipal Code sections is included along with a description of other requirements related specifically for community garden hydrant use.

Please note that water drawn from City hydrants is NOT POTABLE and is not to be used for cooking or drinking.

I. Temporary Water Use Permit

- a. Definition of Community Gardens: Non-commercial gardens of a community, neighborhood, or similar non-profit organization used to grow garden crops for the personal non-commercial use of the gardeners. Community Gardens are "gardens sprinkled or irrigated which are not part of an adjoining premises".
- b. Gardens that sell crops are not covered by Policy.
- c. Temporary Water Use Permit Fees for community gardens are provided in the Chicago Municipal Code at Section 11-12-280.

	2015
For 3,000 square feet of garden area or less.	\$106.73 Per Season
For each additional 3,000 square feet or major fraction thereof	\$45.91 Per Season

II. Hydrant Cap Assembly, Back Flow Preventer, Hydrant Keys & Installation

- a. Temporary Water Use Permit holder for community garden must provide, install, use and maintain a Hydrant Cap Assembly and a 3/4-inch diameter backflow preventer on each Hydrant Cap Assembly. A Hydrant Cap Assembly may be purchased from the Department of Water Management. The backflow preventer must be purchased separately by the Permit holder and must meet the requirements of ANSI A112.1.3, or ASSE Standard 1011. Backflow preventers

are available for purchase at local plumbing supply, building supply, or hardware stores. Typical acceptable devices are Watts Series 8 Hose Connection Vacuum Breakers, and Cash Acme V-3 and V-3C Hose Connection Vacuum Breakers.

- b. Temporary Water Use Permit holder for community garden is responsible for installation, removal and safe operation and safe keeping of the Hydrant Cap Assembly and the hydrant key.
- c. Keys to unlock hydrants with Hydrant Custodian Caps will not be provided. User must pay for DWM to remove and reinstall each Hydrant Custodian Cap as discussed elsewhere in this document.
- d. The fee for purchasing the Hydrant Cap Assembly (including hydrant cap, ¾ inch National Pipe Thread (NPT) taper connection for the user, and a hydrant key to turn hydrant on and off) from the Department of Water Management is as follows:

Hydrant Cap Assembly Equipment Fee 2015	
Hydrant Cap Assembly Fee, each	\$104.29

III. Removal of Hydrant Custodian Caps by DWM

- a. Keys to unlock hydrants with Hydrant Custodian Caps will not be provided.
- b. Many fire hydrants throughout the City are equipped with Hydrant Custodian Caps to prevent unauthorized use. If a hydrant with a Hydrant Custodian Cap is to be used the Temporary Water Use Permit holder for community garden must pay a service fee for DWM to remove the Hydrant Custodian Cap prior to the start of the temporary water use.
- c. The DWM fee for removal of one hydrant Custodian Cap is as follows:

Custodian Cap Removal Fee 2015	
Custodian Cap Removal, each	\$300.00

IV. How to Obtain Permission To Use Water From Fire Hydrant(s)

- a. Fill out the attached Fire Hydrant Use Request Form.
- b. Submit the Fire Hydrant Use Request Form. To the Department of Water Management as identified on the form.
- c. After review, DWM will approve the use and return the form to the user with the required fee calculated.
- d. Obtain a Certified Check or Money Order (or other form of payment approved by Department of Buildings) to pay the total fees for water use plus equipment and services provided by DWM.
- e. Take the complete, DWM approved form and the payment to the Department of Buildings Plan Review and Permits Desk Room 906, City Hall, 121 North LaSalle St. Obtain a receipt for payment of the fees.
- f. If the user wishes to obtain a Hydrant Cap Assembly from DWM, take the payment receipt to the DWM facility at 39th and Iron to obtain the equipment.

V. Responsible Use of Hydrants

- a. Permit holder must use hydrant in a responsible manner
- b. Do not abuse or damage hydrant
- c. Do not use water unnecessarily, or for uses other than permitted.
- d. Do not waste water. Do not leave hydrant on if it is not attended.
- e. If at any time the hydrant is found to be improperly used the Department of Water Management will take all measures to close and secure the hydrant and pursue any legal remedies available. Further, the Department of Water will seek recovery from the permit holder for any damages caused to this hydrant during the term of the permit

Please note that water drawn from City hydrants is NOT POTABLE and is not to be used for cooking or drinking.

CC: Burt Rezko - Acting Deputy Commissioner

Municipal Code of Chicago

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CHAPTER 11-12 WATER SUPPLY AND SERVICE

11-12-280 Additional charges.

In addition to other rates and charges assessed against any building, structure or premises the supply to which is not controlled by meter, annual rates, or rates for other periods where so specified, charges shall be assessed where fixtures, devices or occupancies are found, as follows:

For hose such as is ordinarily used for sprinkling, washing or like purposes, per season, as of January 1st of the year indicated:

	<i>2011</i>	<i>2012</i>	<i>2013</i>	<i>2014</i>	<i>2015</i>		
For a frontage of 30 feet or less			\$56.14	\$70.18	\$80.70	\$92.81	\$106.73
For a frontage exceeding 30 feet but not exceeding 50 feet			\$79.33	\$99.16	\$114.04	\$131.14	\$150.81
For each additional 25 feet of frontage or major fraction thereof			\$16.16	\$20.20	\$23.23	\$26.71	\$30.72
For aquariums with water connection, with a capacity not to exceed 10 cubic feet of water per season			\$56.14	\$70.18	\$80.70	\$92.81	\$106.73
For each additional 10 cubic feet or major fraction thereof			\$56.14	\$70.18	\$80.70	\$92.81	\$106.73
For fountains, per season:							
each jet of an inch or less			\$127.8*	\$159.75	\$183.71	\$211.27	\$242.96
exceeding 1/16 of an inch but not exceeding 1/8 of an inch			\$509.58	\$636.98	\$732.52	\$842.40	\$968.76
exceeding 1/8 of an inch but not exceeding 1/4 of an inch			\$1,264.54	\$1,580.68	\$1,817.78	\$2,090.44	\$2,404.01

* **Editor's note** – As set forth in Coun. J. 11-16-11, p. 14596, Art. III, § 1. Future legislation will correct the provision if needed.

Gardens sprinkled or irrigated which are not part of the adjoining premises:

	<i>2011</i>	<i>2012</i>	<i>2013</i>	<i>2014</i>	<i>2015</i>		
For 3,000 square feet or less, per season			\$56.14	\$70.18	\$80.70	\$92.81	\$106.73
For each additional 3,000 square feet or major fraction thereof			\$24.15	\$30.19	\$34.72	\$39.92	\$45.91
For street sprinklers, motor-driven, operated for profit per month each			\$945.92	\$1,182.40	\$1,359.76	\$1,563.72	\$1,798.28
Air-conditioning charges for each horsepower			\$149.07	\$186.34	\$214.29	\$246.43	\$283.40

For other special water fixtures, or for any other special or unusual use of water for which no charge has been heretofore specified, the commissioner shall determine the amounts to be charged for such special fixtures or for such use of water, such charge to be based upon an estimate of water used.

(Prior code § 185-27; Amend Coun. J. 12-12-84, p. 11843; Mayoral veto. 12-18-84, p. 11998; Amend Coun. J. 1-23-85, p. 12937; Amend Coun. J. 4-26-89, p. 425; Amend Coun. J. 6-28-91, p. 2475; Amend Coun. J. 6-23-93, p. 34793; Amend Coun. J. 11-15-95, p. 11995; Amend Coun. J. 11-10-99, p. 14998, § 7.2; Amend Coun. J. 11-17-99, p. 17487, § 7.2; Amend Coun. J. 12-4-02, p. 99026, § 1.12; Amend Coun. J. 11-19-03, p. 14216, § 7.2; Amend Coun. J. 11-13-07, p. 15814, § 1; Amend Coun. J. 12-12-07, p. 17167, § 10; Amend Coun. J. 11-16-11, p. 14596, Art. III, § 1)

**CHICAGO DEPARTMENT OF WATER MANAGEMENT (DWM)
Hydrant Use Request Form D
COMMUNITY GARDENS
(See Instructions on Page 2)**

User Information: Email _____

Phone Number: _____ Fax Number: _____

Organization Name: _____

Address: _____

Location of Hydrant(s) To Be Used for Temporary Water Source	
Provide address and area for each hydrant – example 932 W. Hubbard St. – 3000 sf	
Street Address	Area of Garden (square feet)

Number of Hydrant Cap Assemblies to Be Purchased From DWM	
Number of Assemblies	

We agree to City of Chicago DWM Policies On Temporary Use of Water from Fire Hydrants.	
Printed Name	
Title	
Signature	
Date	

FEE Calculation by DWM		
Water Use	Water Use Fee/Season/Hydrant	
	Total Hydrants	
	Sub Total Water Use Fee (Hydrants x fee)	
Hydrant Cap Assembly	Hydrant Cap Assembly Fee/ each	
	Total Number Hydrant Cap Assemblies	
	Sub Total Hydrant Fee (Assemblies x fee)	
Custodian Cap	Fee for Removal of 1 Custodian Cap	
	Number of Hydrant Custodian Caps to be Removed	
	Sub Total Custodian Cap Fee (Caps x fee)	
Total Fee	Water Use + Hydrant Cap + Custodian Cap	

DWM Approval	
Printed Name	
Title	
Signature	
Date	

Instructions

1. Complete form except for items to be completed by DWM
2. Email form to DWM Chief Plumbing Inspector at **Not yet available** or fax to DWM Chief Plumbing Inspector at 312 744 3289
3. After approval and fee calculation by DWM, form will returned to applicant by email or fax. Take approved form and payment to Department of Buildings Plan Review and Permits Desk Room 906, City Hall, 121 North LaSalle St. to receive permit.
4. Take approved form and receipt from payment to DWM facility at 39th and Iron to obtain Hydrant Cap Assemblies