

CITY OF GASTONIA  
PUBLIC WORKS/UTILITIES DEPARTMENT

POLICY FOR THE FILLING OF SWIMMING POOLS

In accordance with Section 14-30 (1) and Section 14-171 (e) of the Gastonia City Code, no person shall operate or carry water away from a hydrant without the written consent of the City of Gastonia. In order to protect the City of Gastonia Water System, this policy is established to allow the filling of swimming pools from fire hydrants by approved swimming pool companies and contract water haulers upon approval by the City of Gastonia Utilities/Customer Service Division.

The following procedure shall be followed for approval to fill a swimming pool from a fire hydrant:

1. No person shall use a fire hydrant to fill swimming pools without prior approval by the Utilities/Customer Service Division. Unauthorized use of a City fire hydrant will be cited as per Chapter 14 of the Gastonia City Code.
2. Request to fill a swimming pool from a fire hydrant will be made on the attached form, "REQUEST TO FILL SWIMMING POOL FROM FIRE HYDRANT", no less than one (1) business day prior to the scheduled day of the pool filling activity. All information on the form is required for approval. The request can be faxed to the Utilities/Customer Service Division at 704-867-0120 or taken to the Utilities Division offices at 1300 North Broad Street between the hours of 8am and 5pm Monday through Friday.
3. If a fire hydrant is not available for filling the swimming pool, the Applicant may contact an approved Contract Hauler to fill the swimming pool from a pre-approved location.
4. Approved request will be returned to the Applicant with a copy of the PROCEDURE FOR THE OPERATION OF A PUBLIC FIRE HYDRANT. A copy of the approved request and the procedure shall be on-site during the swimming pool filling operation. The City will make periodic site inspections to verify that the procedure is being followed.
5. The party identified on the application for billing purposes will receive an invoice for a Hydrant Use Fee as adopted in the Annual Fee Schedule (currently \$30.00) and a volume charge for the water used based on the current water rate as adopted by City Council.
6. The Applicant must supply all equipment (fire hose and hydrant wrench) that is necessary to fill the swimming pool. Use of any wrench other than a hydrant wrench will damage the operating nut of the fire hydrant and is not permitted. The hose used shall not be used for transferring any other liquid than potable water.
7. The applicant shall maintain an air gap between the end of the hose and water level in the pool. **At no time shall the end of the hose be submerged in the pool.**
8. Pools shall not be filled from fire hydrants after 6:00pm due to traffic hazard.
9. The Applicant will identify the fire hydrant to be used for the swimming pool filling operations. Contract Haulers using tanker trucks may receive approval to use certain fire hydrants on the water system to fill trucks so as not to create traffic problems. Use of fire hydrants at any new location shall be approved by the Utilities/Customer Service Division prior to use. Contract Haulers shall keep a copy of the PROCEDURE FOR THE OPERATION OF A PUBLIC FIRE HYDRANT in their tanker trucks at all times.

10. The Applicant agrees to assume liability for personal/personnel safety when operating or using a public fire hydrant and will be responsible for any property damage at or near the fire hydrant, due to the use of the fire hydrant.
11. Fire hoses will not be permitted to cross any roads maintained by NCDOT or any City Streets identified as thoroughfares or collector streets. Request with hoses crossing other streets will be approved on a case-by-case basis depending on the location. If approved, the Applicant will be responsible for maintaining traffic control where the hose crosses the street at all times during the filling operations. The City will not be responsible for accidents resulting from hoses crossing streets.
12. The Applicant will be responsible for any damages to the fire hydrant and/or attached city water system due to the improper operation of the fire hydrant during the swimming pool filling operation. Fire hydrants will be checked following the completion of the pool filling operations for damage. The Applicant shall notify the Field Operations Dispatcher at 704-866-6843 of any damage to the fire hydrant or water system. The Applicant will be invoiced for any necessary repairs.

**Note: This policy was adopted by the Gastonia City Council on August 21, 2001 to become effective September 1, 2001.**

Poolfillpolicy

8-15-2001

CITY OF GASTONIA  
PUBLIC WORKS/UTILITIES DEPARTMENT

PROCEDURE FOR THE OPERATION OF A PUBLIC FIRE HYDRANT

**NEVER use fire hydrants if any kind of device is attached to them.**

1. **Hoses used to obtain water from fire hydrants can not be used for transferring any other liquid.**
2. **An Air Gap must be maintained between the end of the hose and the water level in the swimming pool.**
3. **Only operate fire hydrants with an approved hydrant wrench.** The operating nut on the top of the fire hydrant is a brass five-sided nut that will be damaged if anything other than an approved hydrant wrench is used. If the operating nut is damaged while you are using the fire hydrant, you will be billed for the cost of the repairs.
4. **Check the remaining nozzle caps** to assure that they are snug on the nozzles and will not blow off under pressure.
5. **Hydrant hoses will be allowed to cross streets only if approved on the application by the Utilities/Customer Service Division.**
6. All city fire hydrants open by turning the operating mechanism in a **clock-wise (right) direction**. Check the direction of the arrow stamped on the bonnet.
7. **Flush the hydrant until the water runs clear before connecting the hose.**
8. **Open the fire hydrant slowly.**
9. **The fire hydrant must be opened completely.** If the fire hydrant is opened less than full open, there is a danger that the fire hydrant could blow off of the end of the lateral. The weep holes will not close completely allowing water under pressure to erode the area around the fire hydrant.
10. **Do not use the fire hydrant to throttle the flow of water.**
11. **After filling the swimming pool/tanker, close the fire hydrant using the following steps.**
12. **It is important that the fire hydrant is closed very slowly in a counter-clockwise (left) direction.** The way to assure that you are closing the hydrant slow enough is to **take your hand off the wrench and count to five (5) between turns**. The reason for closing the fire hydrant slowly is to reduce water hammer in the distribution system, which causes broken water mains and services. If you cause this type of damage, you will be billed for the cost of the repairs.
13. **When closing fire hydrants, do not apply extra leverage to the hydrant wrench if the fire hydrant fails to close completely.** An obstruction may be under the hydrant valve and further forcing the fire hydrant closed would damage the rubber valve seats. Open and close the fire hydrant several times to flush the obstruction off the seats. If after doing this, the fire hydrant does not close completely, notify the Field Operations Division Dispatcher at **704-866-6843**.
14. **Remove hose and wrench from the fire hydrant.**
15. **Replace the fire hydrant cap(s) and tighten before leaving.** If hydrant caps are left off, debris can possibly get into the fire hydrant. Debris in fire hydrants can cause problems for the Fire Department when fighting fires or may also damage your equipment if you use the fire hydrant again.

**Note: This procedure must be on-site while using a fire hydrant and should be placed in any tanker trucks that obtain water from the City of Gastonia Water System.**