

Bulk Water Fill Station Permit Guide

Enclosed is the Bulk Water Fill Station Permit application guide. Please read it carefully. Upon completion, return the form to the City of Aspen Water Department. All permit applications must include the following:

Cross Connection Inspection

Trucks using the fill station need to be inspected and certified annually by a State Certified Cross Connection Control Technician for proper backflow devices and/or air gap. The Water Department requires a copy of the certification before a bulk water station permit will be issued.

Bulk Water Fill Station Connection

Connection to the City of Aspen Bulk Water Station will be available by exposed 2" female camlock on the fill station. Additionally, your equipment needs to be properly maintained to prevent water waste. Excessive water waste (e.g. leaking hoses, overfilling, etc.) may result in the revocation of your permit for the remainder of the season and/or loss of your damage deposit.

A copy of your Bulk Water Fill Station Permit must be kept in each permitted truck.

Permits are valid January 1st through December 31st of application year.

Fire Hydrants

A valid bulk water fill station permit does **not** authorize you, at any time, to use a fire hydrant. "It shall be unlawful for any unauthorized person to open or operate any fire hydrant, draw water therefrom or obstruct the approach thereto." City of Aspen Municipal Code, Section 25.08.030(b).

Please remind all of your drivers of this ordinance. Violation of this ordinance is illegal and a public health and safety risk. Violations will result in revocation of your bulk water fill station permit, a fine, and possible criminal charges.

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For your convenience, we have posted the following items to our website, please follow the link below:

<https://www.aspen.gov/209/Fill-Station-Program>:

1. 2023 City of Aspen Fill Station Permit Application
2. Permittee Required Contact Information Form
3. 2023 Air Gap Verification for Mobile Applications
4. 2023 Cross Connection Control Program Brochure
5. Location of the City of Aspen Bulk Water Fill Station - 76 Service Center Road - Aspen, Colorado.

Please email your application and copy of passing backflow inspection certification to:

julia.fahy@aspen.gov

or mail to:

**City of Aspen Water Department
Attention: Julia Fahy
427 Rio Grande Pl
Aspen, CO 81611**

If you have any questions, please contact Julia Fahy at the Water Department at 970-920- 5110.

We appreciate your continued cooperation in supporting the integrity of our bulk water program and associated equipment. We look forward to working with you again this construction season. Thank you.

Sincerely,
City of Aspen Water Department