



Department of Water and Power

Service Center • 200 N. Wilson Avenue • Loveland, CO 80537
(970) 962-3000 • (970) 962-3400 Fax • (970) 962-2620 TDD
www.cityofloveland.org

Fire Hydrant & Fire Service Design Plan Instructions:

1. The attached plan shall be used as an example for design and installation of fire hydrants and/or fire services when design and installation are not included in final PICP's. The plan is available from the Department, in AutoCAD .dwg format. The plan shall reflect each project location; however, all title blocks, title block wording and title block format shall remain unchanged.
2. The plan shall be prepared by a licensed Civil Engineer in the State of Colorado, herein after referred to as the Design Engineer. Generally, the plan shall conform to the most current applicable chapters in the Department's "Water and Wastewater Development Standards". The plan shall be a scale drawing depicted on an 11" x 17" sheet or a standard 24" x 36" sheet. The plan shall depict all existing and proposed improvements normally associated with final PICP's. This includes, but shall not be limited to, the following data:
 - a. All existing wet and dry utilities (U.N.C.C. @ 800-922-1987 and/or potholing may be necessary to locate existing utilities).
 - b. Roadway surface type (asphalt, concrete, gravel, etc.).
 - c. Curb & gutter.
 - d. Sidewalks (width and type).
 - e. Landscape features (i.e. trees, bushes, hedges, flowers, etc.).
 - f. Fences (type and horizontal location).
 - g. R.O.W. and property lines.
 - h. Easements (width and type per underlying recorded subdivision).
 - i. Lot & block (per recorded subdivision).
 - j. Name of recorded subdivision.
 - k. All horizontal dimensions and if necessary, vertical dimensions, from either center line of plated R.O.W. or some other permanent feature (curb & gutter) to each of the above mentioned improvements.
 - l. Any other data necessary to clearly support the installation and design of the proposed fire hydrant or fire service (e.g. a profile view of a lowering or crossing).
3. After the Design Engineer completes a plan, a PDF of the plan shall be emailed to the Water Division (melissa.morin@cityofloveland.org) and the Loveland Fire (LFRA) (carie.dann@lfra.org) for review and comment.

4. Please note an easement may be required with certain fire hydrant installations. When an easement is necessary, the Design Engineer shall submit a completed and fully executed “Grant of Easement” concurrent with the plan. The “Grant of Easement” form and instructions can be obtained from the Department, in .doc format. The “Grant of Easement” must be approved by the Department prior to final approval of the fire hydrant plan. Additionally, all easements shall conform the Chapter 4, Section 4.5 of the Department’s “Water and Wastewater Development Standards”.
5. Upon having no further revisions or comments by either the Water Division or LFRA, the Design Engineer shall then submit a final wet signed and stamped plan for approval. One copy is required at a minimum; however if the Design Engineer wants paper copies of the approved plans then they can submit up to 2 additional copies.
6. Upon final approval the Water Division will scan the plan and email a copy out to LFRA and the Design Engineer. If additional copies of the plan were provided they will be available for return to the Design Engineer. The original wet signed and stamped plan will remain on file with the Water Division.
7. After the Design Engineer receives copies of the plan, the Design Engineer (or Contractor) must then contact the Department’s Construction Inspector, Sue Lopez (970) 218-8926 to schedule a pre-construction meeting.
8. Tapping fees may be due and will be required to be paid prior to scheduling any wet tap with the Water Division.
9. Upon completion of construction AND prior to Initial Acceptance, the Design Engineer shall complete and submit “Record Drawings” in accordance with Chapter 2, Section 2.3 of the Department’s “Water and Wastewater Development Standards”.
10. Upon approval, by the Department, of Record Drawings, Initial Acceptance and Warranty Period may begin, pursuant to Chapter 2, Section 2.4 of the Department’s “Water and Wastewater Development Standards”.