

Hydrant Meter Rental & Billing Information

Prior to Application Approval

1. A meter is always required when using a hydrant in Thornton.
2. You are required to hold or obtain a valid Contractor's License with the city of Thornton to rent a hydrant meter for development projects. If you are unsure of your license status or need to obtain a new license, please contact the City of Thornton Building Department via phone at (303) 538-7250 or visit [The City of Thornton's Building Department Website](#)
3. Contractors must complete an online application here (hyperlink) which must include a copy of your contractor's license with the City of Thornton, a passed backflow test report and a picture of proper support including adjustable jack stand and dolly.
 - a. When selecting the "Date the meter is needed" section of the application, please note that meters are only available for pickup on Tuesday or Thursday between the hours of 8:00 am and 11:00 am. Please allow 24 hours for the application to be processed before selecting your day. The service charges for the meter will begin on the day selected on this application. If you are unable to pick up the meter on the date you selected, billing will still occur as of the date on the application.

After Application Approval

4. Once the application has been approved and processed, you will receive an email confirmation to pick up your hydrant meter.
 - a. Hydrant meters can be picked up at the City of Thornton's Infrastructure Maintenance Center (IMC) located at 12450 Washington St. Thornton, CO 80241 on Tuesday, or Thursday between the hours of 8:00 am and 11:00 am.
 - b. In the event your application is not completed accurately, an email will be sent to you requesting additional information.
5. If payment was not made via credit card or ACH at the time of your application, you must bring a check payable to City of Thornton in the amount of \$2,500.00 for deposit before meter will be released.
6. Submitting the online application acknowledges you have read and agree to the following documents.
 - a. Hydrant Meter Rental Instructions
 - b. Hydrant Meter Procedures
 - c. Meter specifications and backflow requirement documentation

Continued Monitoring

7. Monthly meter readings including a picture to show the reading as well as the meter number must be sent via email to hydrantmeterrental@thorntonco.gov every 10th of every month to ensure accurate billing.
 - a. In the event a meter reading is not provided, (add language)
 - b. Hydrant meter rental bills will be due monthly. In the event a balance is left unpaid, a \$10.00 late fee will be applied to the account in accordance to ordinance 3714, section 3.2.
8. Permits for hydrant meters are valid for 12 months. In the event you need the hydrant meter beyond the 12 month period, a meter recalibration is required. Each meter can be renewed a total of two times for a total of 24 months.
9. Ordinance rates are subject to change at any time. For questions about monthly rental charges or rates, please contact Utility Billing, (303) 538-7370.
10. In the event of damage, loss, or failure to return a meter, the contractor's name listed on the initial application will be charged accordingly.
11. If the monthly service charges and water consumption does not exceed the initial \$2,500.00 deposit, the remaining deposit amount will be refunded no later than 45 days from the date meter is returned to the city.
12. Rental charges are applicable until the meter is returned to Thornton.
 - a. Meters can be returned to City of Thornton Infrastructure Maintenance Center (IMC) located at 12450 Washington St. Thornton, CO 80241 on Tuesday, or Thursday between the hours of 8:00 am and 11:00 am.

Note About Water Cross Contamination

Due to the requirements of Colorado Primary Drinking Water Regulation 11.39, Policy 7, and Municipal Code Ordinance Section 74, the city of Thornton must ensure that no uncontrolled cross-connections exist to its potable drinking water supply. A cross-connection is any connection between its potable water supply and any pipe, fixture, vessel, machinery, tank, or reservoir.