



ANN ARBOR FIRE DEPARTMENT

Standard Operating Procedures – 1.05 Hydrants



HYDRANTS

Effective: May 2, 2025
Scheduled Review: May 2, 2028
Approved: Fire Chief Mike Kennedy

I. PURPOSE

To establish a procedure to inform the Water Treatment Plant of hydrant use and to ensure hydrants are pumped out during freezing weather. The Water Treatment Plant routinely receives discolored water complaints when hydrants are used. The Water Treatment Plant serves as the 24/7 notification center for Public Works requests.

II. RESPONSIBILITY

It shall be the responsibility of the incident commander and / or senior officer at an incident, training, or activity that involves hydrant use to communicate with the Water Treatment Plant as soon as possible.

III. PROCEDURE

The Water Treatment Plant shall be notified via their 24-hour hotline (734) 994-2840 under the following conditions. Please provide the time, hydrant number, and address (nearest cross streets). In an effort to take call load off of the dispatch center, the IC or company officer is requested to call the Water Treatment Plant via city-issued cell phone. The 24-hour is in the contacts on all city-issued cell phones.

1. Major fire incidents with sustained master stream operations. The Water Treatment Plant can boost system pressure.
2. Any hydrant usage between October 1 and April 1, so hydrant barrels can be pumped down to prevent freezing.
3. Any training event involving flow of master streams where total water usage exceeds approximately 5,000 gallons.

IV. PUBLIC REPORTS

If a company is dispatched for any of the following, the company does not need to respond. Historical data has shown that the overwhelming amount of these calls are Public Works doing hydrant flushing, automatic flushing devices, or some other work to the water distribution system.

The company officer shall call the Water Treatment Plant or report the issue via [A2 Fix It](#). An NFIRS report shall be completed with the incident code of 522 - *Water or steam leak, Includes open hydrant*.

Public reports that do not require the company to respond.

- Leaking hydrant
- Frozen hydrant
- Water coming from a hydrant
- Vehicle struck a hydrant
- Caps removed from a hydrant