

City of Hastings Water Services Guide

1 Water Services

In accordance with:

1. City of Hastings Code of Ordinance.
2. City of Hastings Technical Specification for Water Mains which includes service lines.
3. NFPA 24

Table of Contents

1	City of Hastings Water Services	1
1.1	Water Service Connection Defined	1
1.2	Water Services 2” and smaller:.....	2
1.3	Water Services 3” and larger (large diameter services):	2
1.4	Secondary Service:	5
1.5	Service Abandonment:	5
1.6	Street Removal and Replacement:	5
1.7	Costs:	5

1.1 Water Service Connection Defined

1. Water Service Connection: Water service is from the point of connection at the utility main up to the water meter isolation valve.
2. 2” and smaller:
 - a. Potable: Permitted and inspected by City of Hastings Development Services. Permit application is available online through the Permit Application Portal. [Citizen Portal](#). (Includes secondary services)
 - b. Fireline: Permitted and inspected by City of Hastings Fire Marshall. Application: Fire Permits Portal [Citizen Portal](#)
3. 3” and larger:
 - a. Potable: Permitted and inspected by City of Hastings Utility.
 - i. Complete the Water Service Construction Permit Application located on the City of Hastings website.

City of Hastings Water Services Guide

- b. Fire Lines: Permitted and Inspected by the City of Hastings Utility and City of Hastings Fire Marshal.
 - i. Fire Line Permit Application: Located on the City of Hastings Website. [Citizen Portal](#)

1.2 Water Services 2” and smaller:

1.2.1 Miscellaneous Requirements:

1. New Services: Utility service connection permit and tapping fee is required.
2. Secondary Service: See section 1.4
3. Service Abandonment: See Section 1.5
4. Licensed plumber is required for installation per City code (8-807).
5. Street Removal: See Section 1.6

1.2.2 Materials:

1. 1” Taps (minimum size): Plumber provide required tapping saddle. City provides corporation stop w/ gooseneck (included in tapping fee).
2. 1-1/2” & 2” Taps: City of Hastings provides saddle and corporation stop.
3. Tapping Saddles: PVC main requires Ford brass S90 or like kind. All main except for PVC require a Ford F202 or approved equal.

1.2.3 Installation:

1. All taps are required to be completed by the City of Hastings Utility department. Taps for 1” services will be at 90 degrees on top of the main. Taps for 1-1/2” and 2” will be horizontal off the pipe. All excavation shall be properly shored or sloped for Type C soil.
2. Install tracer wire with the service in accordance with the standard detail.
3. The service line inspection.
 - a. Notification:
 - i. Fire lines: Fire Marshal
 - ii. Service: Development Services

1.3 Water Services 3” and larger (large diameter services):

1.3.1 Miscellaneous Requirements:

1. Submit all plans to Engineering/Utility via the Water and Sewer Service Permit Application. A permit number will be issued via email with reviewed permit and

City of Hastings Water Services Guide

any pertinent information. All plans must be approved before construction. Any change to plan must be approved through a submitted revision.

2. Service Abandonment: See Section 1.5
3. Licensed engineer is not required for service lines per Title 179: 7-004.02.
4. Licensed plumber is required for installation per City code (8-807)

1.3.2 Materials:

1. The City of Hastings will furnish the tapping sleeve, valve, and valve box
2. Water Main and accessories: All materials must conform to City Code and/or most current version of the City of Hastings Water Main Specification.
3. Pipe Locating Accessories: Tracer wire, tracer station, tracer wire connectors, anodes, and bury tape must conform to the most current version of the City of Hastings Water Main Specification.
4. Pigs: Required to be purchased from the City. Foam pigs shall be unused and free from all debris. Properly sized medium density bare foam and medium density foam with durable polyurethane elastomer coating applied in a crisscross pattern and embedded with plastic bristle brush straps.
5. Fire Lines: PIVs and Fire Hydrants. Fire Hydrants are specified in the technical specification and to be yellow with NFPA coded cap and bonnets.

1.3.3 Installation:

1. All taps are required to be completed by the City of Hastings Utility department. The City of Hastings will furnish and install the tapping sleeve, valve, valve box, and make the tap. All excavation shall be properly shored or sloped for Type C soil.
2. Cleaning Tee. A cleaning tee with plug is required immediately downstream of the service valve with a retrained joint connection.
3. Install service valve and tracer station together in a 18" diameter 8" thick concrete.
4. Tracer wire installed with the pipe and terminated at tracer stations which include a 3lb anode utilizing connectors. Install bury tape above the pipe 12".
5. The service line inspection.
 - a. Notification:
 - i. Fire lines: Fire Marshal
 - ii. Service: Notify Water and Sewer Service Lead for all required inspections.
 1. Schedule inspection with 24 hour notice.
 - b. Service Line Inspection:

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City of Hastings Water Services Guide

1. Materials (Prior to Installation) – The contractor shall submit shop drawing of material, inspector to confirm the correct material. (pipe, fittings, valves and accessories, pipe gasket lube, tracer wire and accessories).
2. Fittings installed per submitted plan and GPS.
3. Valves installed per submitted plan and GPS.
4. Thrust Blocks installed before burial.

1.3.4 Testing and Cleaning:

All testing to be conducted by the contractor in accordance with the specification. The City of Hastings staff will operate system valves associated with this work, contractors are not allowed to operate any valves connected to the water system.

A brief description of the process:

1. Flushing: Pipe flushing is completed as specified. Contractor is responsible for building a properly sized sanitary discharge.
 - a. Properly sized sanitary discharge to be constructed of size on size.
 - b. Fire and Utility will assist with the flush.
2. Pressure test: Contractor must perform a pressure test as specified.
 - a. All service lines must complete a 2-hour test at 200PSI to be witnessed by the Fire Marshal, which exceeds the need for any additional pressure test.
 - b. Any time a service line is altered in any way, a new pressure test shall be performed.
3. Pigging: Contractor to perform the water service pigging in accordance with the specification. The Utility staff will assist with valve operations needed to complete the pigging.
 - All 3" and larger require pigging.
 - Foam pigs are purchased from the city.
 - Pig launchers supplied by the contractor.
4. Chlorinating:
 - a. The Utility will loan a tapped plug with a corporation stop in it for use during cleaning and disinfection.
 - b. Contractor to provide outlet control device.

City of Hastings Water Services Guide

- c. Utility will provide chlorination service (includes chlorine, pump with accessories, and labor).
 - d. Chlorine disposal: dump chlorinated water into sanitary sewer or dechlorinate for open discharge.
5. Bacteria testing: Collected after removal of chlorine and 24 hours later by the City and analyzed by third party laboratory. Contractor to request and schedule all bacteria samples.

1.4 Secondary Service:

Secondary Services are limited to 2" or less. Taps on private services can be completed by a licensed plumber. Materials used must meet the City of Hastings specification. An "Inspection Fee Permit" must be acquired through Development Services.

1.5 Service Abandonment:

For any building removal, demolition, or service replacement, services must be properly abandoned at the main.

1. Permitted and inspected by City of Hastings Utility.
 - a. Complete Water and Sewer Service Permit Application
 - b. Notify the utility for final inspection and GPS data collection before backfill.

1.6 Street Removal and Replacement:

The city street department offers concrete removal, backfill and replacement at the expense of the contractor.

1.7 Costs:

All costs are the responsibility of the contractor.

1.7.1 Billable Costs: An estimate may be requested.

1. Taps: These are completed through a tapping fee.
2. Labor: All labor will be charged, rates are variable depending on the personnel.
3. Foam Pigs: City of Hastings supplied foam pigs will be billed to the contractor.