

# UPDATED GROUND WATER SOURCE PROTECTION PLANS

*Standard Report Format for Updated Ground Water Source Protection Plans*  
January 2007 (based on Rules of April 2005)

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DIVISION OF DRINKING WATER**

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## UPDATED GROUND WATER SOURCE PROTECTION PLANS

All DWSP plans must be updated according to the schedule in Table 1.

This standard report format must be followed in preparing Updated Drinking Water Source Protection (DWSP) Plans.

Updated DWSP Plans need not be submitted in their complete form; only source protection plan changes and the Implementation Schedule need be addressed. This standard report format gives instructions to complete this requirement. However, if your DWSP Plans have become fragmented and are difficult to follow and implement or you have significantly revised your plans because of better data, you may want to reorganize them into comprehensive documents and submit them for complete reviews. This choice should be made considering which type of submittal benefits your public water system most.

All geologic work submitted to DDW must be stamped and signed by a licensed geologist or licensed engineer. This does not apply to geologic work that was completed prior to October 29, 2003.

Updated Drinking Water Source Protection Plans for **new sources** (any source that was developed after July 26, 1993) must also be submitted according to the schedule below. The following table identifies the deadlines for submitting updated source protection plans:

Population Served by PWS:	Type of Source:	Updated DWSP Plans Due by:
Over 10,000	Wells	December 31, 2002
3,300 - 10,000	Wells	December 31, 2003
Less than 3,300	Wells	December 31, 2004
All Populations	Springs	December 31, 2005

TABLE 1 - Submit Updated DWSP Plans for Wells and Springs  
According to this schedule.

The Standard Report Format for Updated Ground Water Source Protection Plans has been kept as concise as possible. It may not be a stand-alone document. We suggest that you refer to the Standard Report Format for Existing Wells and Springs, if you need additional guidance in addressing a particular section of the source protection plan. Our guidance documents can be requested by calling 801-536-4200. They are listed below:

- The Ground Water Source Protection User's Guide
- The Standard Report Format for Existing Wells and Springs
- The Standard Report Format for New Wells and Springs
- The Standard Report Format for Updated Ground Water Source Protection Plans
- The Drinking Water Source Protection for Ground Water Sources Rule

## **EXECUTIVE SUMMARY**

Include a brief summary of source protection plan changes and land management strategies that have been implemented for this source.

### **1.0 INTRODUCTION**

#### 1.1 System Information:

Water System Name  
Water System Number  
Address  
Phone Number

#### 1.2 Source Information:

Source Name  
Source Number  
Source Type: Well, Spring, or Tunnel

#### 1.3 Designated Person

Name  
Address (if different than system's address)  
Phone Number (if different than the system's phone number)

### **2.0 DELINEATION REPORT**

If there are no changes to the delineation report, state that there are "no changes."

If there are changes to the Delineation Report, describe them under the following applicable section headings:

#### 2.1 Geologic Data

#### 2.2 Well or Spring Construction Data

#### 2.3 Aquifer Data

#### 2.4 Hydrogeologic Methods and Calculations

#### 2.5 Map Showing Boundaries of the DWSP Zones

2.6 Protected or Unprotected Aquifer Classification

**3.0 INVENTORY OF POTENTIAL CONTAMINATION SOURCES**

If there are no changes to the Inventory of Potential Contamination Sources (PCSs), state there are “no changes.”

If there are changes to the Inventory of PCSs, describe them under the following applicable section headings:

3.1 List PCSs:

3.1.a PCSs to be deleted from your Inventory of PCSs

3.1.b PCSs to be added to your Inventory of PCSs

3.2 Identify Hazards

3.3 Prioritize the Inventory

3.4 PCS Location: Identify each added PCS as to its location in zone one, two, three, four, or in a management area.

3.5 PCSs Plotted on Map: Remove each PCS from your map that has been deleted from your inventory and include each PCS that has been added to you inventory.

**4.0 IDENTIFICATION AND ASSESSMENT OF CURRENT CONTROLS**

If there were no new PCSs added to your inventory or if you do not need to reassess any PCSs, state there are “no changes.”

If there are changes to the Inventory of PCSs or if you need to reassess any PCSs, describe them under the following applicable section headings:

4.1 Identify and Assess Regulatory Controls

4.2 Identify and Assess Best Management and Pollution Prevention Practices

4.3 Identify and Assess Physical Controls

4.4 Identify and Assess Negligible Quantity Controls

## **5.0 MANAGEMENT PROGRAM FOR EXISTING POTENTIAL CONTAMINATION SOURCES**

If there are no changes to the Management Program for Existing PCSs, state there are “no changes.”

If there are changes to the Management Program for Existing PCSs, describe them according to the following instructions:

This is a good time to evaluate whether the land management strategies you planned in your original source protection plans are working. If not, or if your experience tells you that something will work better, make these changes in this updated source protection plan. Make sure these changes are also reflected in Section 7.0, The Implementation Schedule.

- 5.1 Plan land management strategies to control the chemical, biological, and radiological substances that have been identified at each PCS and are assessed as *not adequately controlled*.
- 5.2 Include a discussion of the specific best management practices, pollution prevention, and other land management strategies that are being proposed to control potential contamination.

## **6.0 MANAGEMENT PROGRAM FOR FUTURE POTENTIAL CONTAMINATION SOURCES**

If there are no changes to the Management Program for Future PCSs, state there are “no changes.”

If there are changes to the Management Program for Future PCSs, describe them under the following applicable section headings:

- 6.1 Management Program
  - 6.1.a *If zoning ordinances are used, provide the following information:* Discuss specific sections of the zoning ordinance that are planned or that have been promulgated and explain how they control or will control future PCSs.
  - 6.1.b *If zoning ordinances are not used, provide the following information:* Identify the plan to contact PCSs individually as they move into protection zones, include them on the inventory of PCSs, identify and assess current controls, and plan land management strategies if they are not adequately controlled.

## **7.0 IMPLEMENTATION SCHEDULE**

The implementation schedule is a list of the land management strategies, which have been identified by the PWS for both existing and future PCSs with a implementation date for each one.

- 7.1 Include a copy of the Implementation Schedule for this source. This is a list of each land management strategy that has been planned along with its implementation date. This is Section 7, of your Drinking Water Source Protection Plan. Annotate each item on the list that should have already been implemented (has an implementation date that has passed) as “completed” or “not completed.” For those items marked “not completed,” provide an explanation of your plans for this item in the future. Do you still plan to implement it? Will something else work better? What is its new implementation date?

## **8.0 RESOURCE EVALUATION**

If there are no changes to the Resource Evaluation, state there are “no changes.”

If there are changes to the Resource Evaluation, describe them according to the following instruction:

Include the resource evaluation, which is a discussion of the financial and other resources that are required for the PWS to implement this DWSP Plan and a determination of how these resources are to be acquired.

## **9.0 RECORDKEEPING SECTION**

There should always be changes to this section. It is included for the PWS to document changes as the plan is continuously updated to show current conditions in the protection zones and management areas. As the plan is executed, the PWS must document the implementation of each land management strategy as it occurs. You must include actual copies of ordinances, codes, permits, memoranda of understanding, public education programs, training session agendas, minutes of meetings, diary entries, and memoranda for the file, etc.

- 9.1 Provide documentation for each item that you annotated as “completed” in Section 7.1. Actual copies of any ordinances, codes, permits, memoranda of understanding, public education programs, bill stuffers, newsletters, training session agendas, minutes of meetings, diary entries, and memoranda for the file must be submitted with this section of Updated Drinking Water Source Protection Plans.

## 10.0 CONTINGENCY PLAN

If there are no changes to the Contingency Plan, state there are “no changes.”

If there are changes to the Contingency Plan, describe them under the following applicable section headings:

- 10.1 Emergency Response Plans
- 10.2 Rationing Plans
- 10.3 Water Supply Decontamination Plans
- 10.4 Source Development Plans

## 11.0 PUBLIC NOTIFICATION

The deadline for completing the public notification requirement is December 31, 2003.  
Public notifications must address the following three criteria:

Write a Public Notification Statement using the template that follows and distribute it to your consumers in your Consumer Confidence Report or by inserting it as a bill stuffer in your next billing or including it in your system's newsletter. There is no need to follow the template word-for-word; its purpose is to help ensure that you include all of the information that is required. Remember that the Public Notification Statement should generally address all of the wells, springs, and surface sources in your system. Use your own judgment along with the information in your Drinking Water Source Protection Plan to assess the susceptibility (low, medium, or high) of your sources to potential contamination. The template follows:

The Drinking Water Source Protection Plan for *(System Name)* is available for your review. It contains information about source protection zones, potential contamination sources, and management strategies to protect our drinking water. Potential contamination sources common in our protection areas are *(identify general kinds of greatest concern, such as septic tanks, roads, residential areas, industrial areas, etc.)*. Additionally, our *(well(s) and/or spring(s))* have a *(low, medium, high)* susceptibility to potential contamination. We have also developed management strategies to further protect our sources from contamination. Please contact us at \_\_\_\_\_, if you have questions or concerns about our source protection plan.

*For security purposes, it is acceptable to remove or black out portions of the plan, which you make available to the public, that refers to source locations. Maps with source locations may also be removed.*

Finally, include a copy of the Public Notification Statement and indicate how it was distributed to your consumers.

*Refer to the "Ground Water Source Protection User's Guide" for more information about public notifications.*

## **WAIVERS**

If you currently have use or susceptibility waivers for VOCs or pesticides, you must submit the following in order for them to remain in effect. It does not matter when they were issued, they must be addressed in your updated plans or they will expire.

### **Use Waivers**

If the chemicals within the VOC and/or pesticide parameter group(s) have not been used within the past six years within zones one, two, and three, the source may be eligible to renew its use waiver. To qualify the PWS must complete the following:

1. List any potential contamination sources within zones one, two, and three where the chemicals within the VOC and/or pesticide parameter groups are typically used, disposed, stored, transported, or manufactured. For example, pesticides are usually used on agricultural land and residential property. If there are none, state that there are no potential contamination sources that typically use VOCs or pesticides.
2. submit a dated statement which is signed by the system's designated person that none of the VOCs and pesticides within these respective parameter groups have been used, disposed, stored, transported, or manufactured within the past five years within zones one, two, and three.

### **Susceptibility Waivers**

To continue a VOC and/or pesticide susceptibility waiver, a PWS must complete the following three steps:

1. Submit the monitoring results of at least one applicable sample from the VOC and/or pesticide parameter group(s) that has been taken within the past six years. A non-detectable analysis for each chemical within the parameter group(s) is required;
2. submit a dated statement from the designated person verifying that the PWS is confident that the continuance of susceptibility waiver for the VOC and/or pesticide parameter group(s) will not threaten public health; and
3. verify that the source is developed in a protected aquifer, as defined in R309-600-6(1)(x), and have a public education program which addresses proper use and disposal practices for pesticides and VOCs which is described in the management sections of the DWSP Plan.