

UPDATED SURFACE WATER SOURCE PROTECTION PLANS

Standard Report Format for Updated Surface Water Source Protection Plans

January 2007

EXECUTIVE SUMMARY	3
1.0 INTRODUCTION.....	3
2.0 DELINEATION REPORT.....	3
3.0 SUSCEPTIBILITY ANALYSIS.....	3
Structural Integrity of Intake	3
Sensitivity of Natural Setting	4
Inventory	4
Assess Controls	4
Susceptibility Determination.....	4
Prioritization	4
4.0 MANAGEMENT PROGRAM FOR EXISTING POTENTIAL CONTAMINATION SOURCES.....	5
5.0 MANAGEMENT PROGRAM FOR FUTURE POTENTIAL CONTAMINATION SOURCES.....	5
6.0 IMPLEMENTATION SCHEDULE	6
7.0 RESOURCE EVALUATION.....	6
8.0 RECORDKEEPING SECTION.....	6
9.0 CONTINGENCY PLAN.....	7
10.0 PUBLIC NOTIFICATION	7
11.0 WATERSHED OR RESOURCE MANAGEMENT PLANS USED IN LIEU OF DRINKING WATER SOURCE PLANS	8

**STATE OF UTAH
DEPARTMENT OF ENVIRONMENTAL QUALITY
DIVISION OF DRINKING WATER**

Drinking Water Source Protection
PO Box 144830
150 N 1950 S
Salt Lake City, Utah 84114-4830
801-536-4200

UPDATED SURFACE WATER SOURCE PROTECTION PLANS

UAC R309-605

Summary

Updated Drinking Water Source Protection (DWSP) Plans are submitted every six years, according to the schedule in Table 1. We suggest that you use this standard report format to prepare your updated plan. It may not be necessary to completely re-address each section of your original plan, but for each section of the original plan you should specifically state that no changes have taken place, if that is the case.

The following table identifies the deadlines for submitting updated source protection plans:

Population Served by PWS:	Updated DWSP Plans Due by:
Over 10,000	December 31, 2007
3,300 - 10,000	December 31, 2008
Less than 3,300	December 31, 2009

TABLE 1 – Schedule for submitting Updated DWSP Plans for Surface Water Sources.

The *Standard Report Format for Updated Surface Water Source Protection Plans* has been kept as concise as possible. If you need help in addressing a particular section of the updated plan, please call us at (801) 536-4200. Guidance documents can be requested by calling 801-536-4200. They are listed below:

- The Surface Water Source Protection User’s Guide¹
- The Standard Report Format for Surface Water Sources
- The Drinking Water Source Protection for Surface Water Rule²

¹ Also available at http://www.drinkingwater.utah.gov/source_protection_intro.htm

² Or visit <http://www.rules.utah.gov/publicat/code/r309/r309-605.htm>

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

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 any adjustments need to be made to your Delineation Report, address them here.

3.0 SUSCEPTIBILITY ANALYSIS

Your original Susceptibility Analysis included a discussion of the structural integrity of the intake, the sensitivity of the watershed area, and the inventory of potential contamination sources. You should consider whether circumstances have changed that would affect your original analysis. Review the following sections for advice on what you should consider when you evaluate changes to this part of your original plan. If there are any significant changes, please report them in this section of your update.

Structural Integrity of Intake

Does the intake still meet minimum rule requirements as described in the source development rule (R309-515-5)? Can you bypass the intake if there is a spill upstream? The intake includes any portion of the conveyance from the point of diversion to the distribution system(s) that is open to the atmosphere or is otherwise vulnerable to contamination (i.e., canals).

Sensitivity of Natural Setting

Have there been changes in the watershed that would increase or decrease its sensitivity? Possibly new developments with increased road access and paved areas? Are the slopes in the area steep, which can increase runoff? Areas with a lot of pavement will also have more runoff. Is the area heavily vegetated, which may decrease runoff? Sensitivity is influenced by any natural or man-made feature that increases or decreases the likelihood of contamination.

Inventory

During the six year period between formal updates submitted to the Division of Drinking Water, UAC R309-605 requires water systems to periodically review and revise the list of PCSs in the source protection zones on an as needed basis. This includes adding new PCSs, deleting PCSs which no longer exist, and improving available data about PCSs. This periodic update is the basis for updating the inventory section of your plan.

In this section of your update, report those changes in your inventory. Changes may include adding new potential contamination sources, deleting potential contamination sources that no longer exist, improving available data about potential contamination sources, and any other appropriate refinements.

Assess Controls

If there are new PCSs, evaluate whether they can be considered controlled or uncontrolled. Also review your original inventory, and decide whether the status of PCSs you identified previously has changed. If so, reassess whether or not they are controlled.

Susceptibility Determination

If there have been any changes to the original inventory, then combine the **evaluation of the structural integrity of the intake, the sensitivity of the natural setting, and the nature of the Potential Contamination Source (including presence or absence of adequate controls) to determine how susceptible your drinking water source may be to contamination from each Potential Contamination Source.**

Prioritization

Finally, incorporate any changes and reprioritize your Inventory of Potential Contamination Sources from the PCS that poses the greatest risk (the PCS that your source is the most susceptible to) to the one that poses the least risk.

4.0 MANAGEMENT PROGRAM FOR EXISTING POTENTIAL CONTAMINATION SOURCES

Are the three highest priority PCSs you first identified still the highest priority, or has your list changed? In your update, describe strategies to reduce the risk of accidental contamination from the three highest priority uncontrolled PCSs, including strategies that address risks from any new PCSs that are now included among the three highest priority PCSs.

As indicated in R309-605, you must also continue any management strategies proposed in your original plan (even if the PCS addressed by the strategy is no longer one of the three highest priority PCSs), unless the strategy is no longer necessary. If it is no longer necessary (example: perhaps the PCS is now considered controlled), explain why, and provide documentation.

This is also an opportunity for you to look at your original strategies, which addressed the original three most significant (highest priority) potential contamination sources. Are the strategies working? If not, consider modifying them to make them more effective. Make sure these modifications are also reflected in the Implementation Schedule.

5.0 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 as follows:

5.1 Management Program

5.1.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.

5.1.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.

6.0 IMPLEMENTATION SCHEDULE

The implementation schedule is a list of the land management strategies which were identified by the PWS for both existing and future PCSs. Each strategy must have an implementation date.

- 6.1 Include a copy of the original Implementation Schedule for this source. This is a list of each land management strategy along with the date you planned to implement it. Mark each action/strategy on the list 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?
- 6.2 If you have identified new concerns in your protection zones, and have proposed a strategy in section 4 to deal with them, then add them to your implementation schedule.

7.0 RESOURCE EVALUATION

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

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

Discuss 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.

8.0 RECORDKEEPING SECTION

This section 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. **There should always be changes to this section. As the plan is executed, the PWS must document the implementation of each land management strategy from section 4 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.

- 8.1 Provide documentation for each item that you annotated as “completed” in Section 6.1. 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.

9.0 CONTINGENCY PLAN

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

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

- 9.1 Emergency Response Plans
- 9.2 Rationing Plans
- 9.3 Water Supply Decontamination Plans
- 9.4 Source Development Plans

10.0 PUBLIC NOTIFICATION

The following statement, or something similar, should have been provided to the public at least once since your original source protection plan was completed. If you distribute an annual Consumer Confidence Report (CCR) to your customers, the basic statement (or similar language) must be included in each CCR.

The Drinking Water Source Protection Plan for *System Name* is available for your review. The plan 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.*. Our *well(s), spring(s), surface source(s)* have a *low, medium, high* susceptibility to potential contamination. We have also developed management strategies to protect our sources from contamination. Please contact us at _____, if you have questions or concerns about our source protection plan, or would like to review it.

Please remove or black out any section of the plan that contains material you consider sensitive before making it available to the public. In particular, you may wish to remove maps or descriptive sections that identify source locations.

Include a copy of the Public Notification Statement in your update, and tell us how it was distributed to your consumers.

11.0 Watershed or Resource Management Plans used in lieu of Drinking Water Source Plans

In order to meet the original source protection requirements, Public Water Systems were allowed to defer to existing watershed or resource management plans that in whole or in part meet the requirements of R309-605. If your system made use of this rule provision in your original submittal, you must still submit an update. The update should include any changes in your watershed or resource management plans, and should specifically identify new concerns or activities, new potential contamination sources (PCSs), changes in any previously existing PCSs, and exactly how your watershed or resource management plan has been used to protect your drinking water source since your original DWSP plan was submitted. Provide documentation for these actions and concerns, following the general guidance in section 8, Recordkeeping. Follow this update format to address any issues that were not addressed in your watershed or resource management plans.