

DIVISION OF DRINKING WATER

Checklist for New Public Drinking Water Wells

System Name: _____ System Number: _____

Well Name & Description: _____

1. Approval to Drill the Well

- Project Notification Form
- Preliminary Evaluation Report (PER) concurrence
- Well drilling specifications and plans
- Valid Start Card or authorization to drill letter from the Division of Water Rights

2. Approval to Equip the Well

- Project Notification Form
- Certification of well seal
- Well driller's report (well log)
- Aquifer drawdown test results (step drawdown test & constant-rate test) for well yield determination
- Chemical analyses of the well water
- Plans and specifications for equipping the well
 - Pump information (e.g., pump specifications, curve & operating point)
 - Well head discharge piping
 - Well house design

3. Operating Permit to Introduce the Well Water

- Documentation of valid water right(s)
- Design engineer's statement of conformance with approval conditions
- Design engineer's statement of conformance with the Rule for any deviation from the plan approval or plan review exemption
- Evidence of O&M manual delivery
- As-built drawings
- Recorded land use agreements or documentation that the requirements for coverage under the City/County source protection ordinance have been met
- Satisfactory bacteriological results