

Common oversights and problems with source protection submittals (Drinking Water Source protection plans, updated plans, Preliminary Evaluation Reports). Correcting or avoiding these problems will help you avoid having to resubmit a plan or delay a project.

- Delineation section (when delineation is new or modified)
 - Not stamping the submittal with a Professional Geologist/Professional Engineer stamp.
 - Not using the maximum pumping rate of the well. Averaged pumping rates may not be used.
 - Including too many layers in the aquifer thickness. May include only aquifer layers that are open to the well.
- Inventory of Potential Contamination Sources
 - Omitting PCSs from the inventory and/or the map.
- Identification and Assessment of Hazards
 - Assessing conventional septic systems as *adequately controlled*. Septic systems are designed to discharge, and are therefore always considered uncontrolled.
- Management of Existing Potential Contamination Sources
 - Not proposing a management strategy for septic systems.
- Management of Future Potential Contamination Sources
 - Not providing copies of source protection ordinances that may apply to and help you protect your source, especially if you rely on them to help you protect your source.
- Implementation Schedule
 - For updated plans, not indicating what actions have taken place since your plan was last submitted or updated.
- Resource Evaluation
 - *Usually ok*
- Recordkeeping
 - Not including copies of documents.
- Contingency Plan
 - *Reminder:* for your own benefit, keep up to date with current contacts
- Public Notification
 - *Reminder:* Notify customers at least once of plans availability and major conclusions. Usually addressed in the Consumer Confidence Report for Community systems.
- Waivers
 - If your source has existing use or susceptibility waivers, they must be renewed every six years. Not providing a new waiver statement (available on our website) with your update may result in losing your waivers.
- Land Use agreements
 - Not providing a copy of recorded land use agreements (LUAs) with a source protection plan that upgraded a Preliminary Evaluation Report. Recorded LUAs must be submitted before an operating permit can be issued for a new source.