

Division of Drinking Water
Checklist for New Public Drinking Water Wells
(Per Utah Administrative Code, Rule *R309-515-6*)

System Name: _____ System Number: _____

Well Name & Description: _____

1. Approval to Drill the Well

- Project Notification Form (PNF)
- 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

- PNF (if the well drilling and well equipping are designed by different consultants)
- Well location data
- 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, pump curve & operating point, motor information, etc.)
 - Well head discharge piping
 - Well house design

3. Operating Permit to Introduce the Well Water

- Documentation of valid water right(s)
- Recorded land use agreements, or documentation that the requirements for coverage under the City/County source protection ordinance have been met
- Design engineer's certification of conformance with plan approval conditions
- Design engineer's certification of rule conformance for any deviation from approved plans
- As-built or record drawings
- Evidence of O&M manual delivery to system owner
- Satisfactory bacteriological results as evidence of proper flushing and disinfection