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