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

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**

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)

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

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