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| **Project Name:** |  | **Date:** |  |
| **Engineer Name:** |  | **AK P.E. License No.:** |  |
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| This checklist is required for the construction of a new or modification of an existing public water system (PWS) groundwater source or change in use of a groundwater well to a PWS source. If the project includes a water transmission main from the source, the Distribution - Piped Checklist (Checklist Number 5.0) should also be completed.  **Note:** When completing this checklist, please answer the question and also include where in the submittal detailed information is found for each submittal requirement. Please be as specific as possible (specify document name, page number, section number, paragraph, etc.). This will accelerate the review process. | | | |

| **Submittal Requirements** | ***Regulatory Reference*** |
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| 1. **Source Well Location**: Does the site plan show the location or proposed location of the source well, its protective radius regardless of property boundaries, and all potential sources of contamination within 500 feet of the well? This should include below-grade sewer mains regardless of whether they are under a building. | *18 AAC 80.205(a)(2)*  *18 AAC 80.205(b)(3)*  *18 AAC 80.020*  *(Table A)* |
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| 1. **Source Waiver**: If there are situations needing a separation distance waiver, is the information in the waiver checklist (Checklist Number 7.0) included in the submittal? | *18 AAC 80.205(a)(2)*  *18 AAC 80.205(b)(3)*  *18 AAC 80.020 (Table A)* |
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| 1. **Longitude/Latitude Location:** Is a completed Alaska Public Water System Locational Data Collection Form (Longitude/Latitude Form) included for each new well? The form can be found on the Drinking Water Program's website at . If the well has not yet been drilled, the form will be required for the submittal to request approval to operate the source. | *18 AAC 80.205(b)(4)*  *18 AAC 80.015(c)(1)(B)* |
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| 1. **Well Log:** Are the requirements for a well log specified, or if this is a previously constructed well, is a well log for the new source provided describing the elements listed in 18 AAC 80.210(h) and the location of any impermeable layer? | *18 AAC 80.210(h)*  *18 AAC 80.015(c)(1)(A)* |
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| 1. **Source Water Protection and Flow Capacity**: Do the detailed drawings and specifications show the source meets the source water protection and capacity requirements? This should include well casing size and type, grouting type and depths, screen type and level, surface grading, sanitary seal, casing termination above ground or well house floor level, and the proposed well capacity test method. If a pitless adapter will be installed on the well, how will the requirement be met for at least 10 feet of continuous grouting within the first 20 feet below the ground surface? | *18 AAC 80.205(a)(2)*  *18 AAC 80.015* |
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| 1. **Service Pressure:** If the source pump will be used to meet distribution pressure and flow, do the engineering calculations show the pump is capable of maintaining at least 20 psi of service pressure at the highest service elevation or pressure zone of the distribution main under peak demand flow conditions? | *18 AAC 80.205(a)(5)* |
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| 1. **Water Rights:** Does the submittal include a copy of a letter from Alaska Department of Natural Resources showing the water rights application submitted for each well is “complete” or “substantially complete?” | *AS 46.15 Inter‑agency agreement* |
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| 1. **Contaminated Sites:**  Is documentation provided showing the Contaminated Sites Program’s webmap has been consulted to locate contaminated sites with potential to affect the source water? The Contaminated Sites Program’s webmap can be accessed at <http://www.arcgis.com/home/item.html?id=315240bfbaf84aa0b8272ad1cef3cad3>. If there is a potential for contaminants to impact the source water quality, what mitigation is proposed? | *18 AAC 80.020(a)* |
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| 1. **Groundwater under the Direct Influence of Surface Water (GWUDISW)**: What is the distance between the well and the nearest surface water? If the depth of the source is or is expected to be 50 feet or less below ground (to the first opening or screened interval) or the well is or will be within 500 feet of a surface water, is the information in the GWUDISW Determination Checklist (Checklist No. 3.1a) included? **Please contact the DEC Drinking Water Program prior to completing the GWUDISW checklist.**   Note: Surface water is defined in 40 CFR 141.2 as “all water which is open to the atmosphere and subject to surface runoff.” | *18 AAC 80.605*  *18 AAC 80.1990(a) (64), (66), and (140)* |
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| 1. **Drain:** If the well is or will be in a “well house” and there is or will be a drain pipe in the building, is there a drawing or description of what each drain is or will be connected to and where it drains or will drain? | *18 AAC 80.015(b)(7)* |
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| 1. **Raw Water Analyses:** For a new source which has been constructed, are results of raw water analyses included? For a proposed source, is the proposed raw water quality sampling plan included?   **Please note:** Raw water sample results for nitrate and nitrite must be analyzed separately for new PWS sources. In addition, the analyses of samples (Table B) must be completed by a State approved laboratory and the samples must be labeled with the public water system’s PWSID. The engineer should contact the appropriate DEC Drinking Water Program office if the PWS does not have a PWSID. | *18 AAC 80.205(c)(2)*  *Table B* |
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| 1. **Disinfection:** Do the plan specifications require the well to be disinfected and flushed in accordance with AWWA Standard C654? | *18 AAC 80.010(d)(2)* |
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| 1. **Pump and Pump Motor Information:** Do the specifications for the source pump include the pump and motor make, model, and pump curve? | *18 AAC 80.205(b)(9)* |
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| 1. **Pitless Adapter:** If a pitless adapter is or will be used, at what depth is it or will it be installed? | *18 AAC 80.205(b)(9)* |
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