**Submittal of Source Evaluation Report**

The Report shall contain all of the information below, organized in the following manner, unless exempted by the Division:

1. Site: Documentation of ownership or control of the source location, and source isolation zone if one is required. Include the deed’s town, book and page numbers.
2. Source Construction: Submit as-built engineering plans for Source Construction (Well Completion Report, spring box/tile details, or surface water intake structure).
3. Interference Analysis: 1. Analysis and determination of interference effects on existing sources or uses of water. If undue adverse interference is present or calculated, describe the method of resolution. Show interference monitoring data and all calculations;
4. Analysis and determination of no undue adverse effect on wetlands under the Vermont wetland rules or on other water resources hydrologically interconnected with the source of withdrawal;
5. Submit completed Production Well and Observation Well ID Sheets. These can be found at: <http://www.drinkingwater.vt.gov/pcwsapps.htm>
6. Surface waters: An evaluation and determination of undue adverse impacts to any surface waters (i.e. streams, brooks, rivers, ponds, reservoirs, lakes) in the area of influence.
7. Source Yield: For wells: submit analysis for determination of safe yield that satisfies the project demands, submit constant rate, step test, and other pumping test data;

For springs: submit high and low flow analysis;

For surface water withdrawals: submit safe yield analysis.

1. Water Quality: 1. Attach results of all required water quality testing. Initial source testing water samples are to be collected immediately following the end of the Constant Rate Discharge Test, or immediately following the Peak Instantaneous Flow Test. If yield testing is not required, then the source is to be flushed and purged (run to waste) for several hours or for 2-3 well volumes prior to taking the water quality samples. The source sample shall NOT contain a disinfectant;
2. When **initial source water quality sampling** is performed the following information is to be included on the testing laboratory’s report and chain of custody forms:

i. *Water System ID #*: This is the WSID # (i.e. WSID 5001, WSID 20345).

1. *Facility ID #*: This is the well/spring/intake number assigned by the Division (i.e. WL001, IN001).
2. *Sample Point #*: This is the Raw Water sample point number assigned by the Division (i.e. RW001).
3. *Sample Type*: Write “Special”.
4. *Description*: Write “**Raw Water, Initial, Source Water Permitting for** (insert Project Identification # here)”. (This is the PID # assigned by the Division (i.e. S-2878-13.0)).
5. For Microscopic Particulate Analysis (MPA) testing, the laboratory sampling protocols shall be followed.
6. Source Protection Area (SPA):

1. For Public Community (PCWS) and Non-Transient, Non-Community (NTNC) water systems submit an analysis and map of the Source Protection Area (SPA) and the Zones within it.

1. List of land owners within the SPA and their associated contact information; Submit a tax map if available.

3. Electronic submittal procedure for Source Protection Areas following the Division’s approval:

The format to be used for all submittals of new or changed Source Protection Areas and is to be included along with the Source Evaluation Final Report. Please visit <http://www.drinkingwater.vt.gov/pcwspermits.htm> Look under the heading ‘Electronic Submittal Procedure for Source Protection Areas (SPAs)’ to find the electronic format template;

1. For multiple water sources – each water source is to have a specific SPA associated with it.

H. Special Studies: Analysis and conclusions for any additional studies as required, showing rationale for assumptions and calculations.

I. Source Protection Plan (SPP): At the Applicant’s discretion, to expedite the issuance of the Source Permit, the SPP may be submitted at a date following issuance of the Permit (to be included as a Permit Condition) and shall conform to the requirements of Subchapter 21-16 of the VT Water Supply Rule.

J. Include in the Report any additional information that is required by the Groundwater Withdrawal Reporting and Permitting Rule, Chapter 24 as appropriate.