



Chemical Monitoring Waiver Application for Small Systems

(wells pumping less than 57,600 gallons per day & systems serving less than 1,000 people)

| | |
|---------------------------|--|
| Waiver Due Date(s) | |
| ___ VOC | |
| ___ SOC | |

Section 1. Source and Owner Identification

- All systems must renew their waivers every three years regardless of waiver duration.
- If you have more than one well there should be one application for each well.
- **Answer all questions and fill in all unshaded boxes.**
- **Be sure to return the completed application(s) prior to your waiver expiration date.**
- *The protocol for granting sampling waivers are established by Env-Dw 712.19.*

| | |
|--|--|
| System and Source ID # | |
| System Name | |
| Town | |
| Source Type and Description | |
| System Type | |
| System Owner | |
| Owner's Address | |
| Person to Contact about this application | |
| Contact's Phone No. & E-Mail Address | |
| Contact's Address | |

Section 2. Wellhead Protection Area

| | |
|---|--|
| <p>The Wellhead Protection Area (WHPA) is the land area from which water is likely to flow to your well(s). Its size depends on the type of well(s) you have and on the maximum daily volume from your well(s). Maximum Daily Volume is your highest 24-hour non-emergency water usage or an estimated volume*. Some bedrock wells and most non-bedrock wells have volumes established by DES. Established volumes cannot be changed.</p> | |
| <p>A volume for this well has been approved by DES. A wellhead protection area approved by the DES for this well is shown on the enclosed map. Use the delineation shown on the map to complete this application.</p> <p><u>DO NOT REVISE THIS VOLUME- DO NOT FILL OUT THE SECTION BELOW GO DIRECTLY TO SECTION 3.</u></p> | <p>VOLUME IN GPD**:</p> <p>DELINEATION CODE: <i>(for office use only)</i></p> |

➔ **If there is no volume listed in the box above please fill out the information in the box below.**

| | | |
|---|-------|----------|
| Your previous maximum daily volume was: | | GPD |
| Write your updated maximum volume in the box to the right. (If volume has not changed please enter SAME) | | GPD |
| Your updated maximum daily volume was derived by (circle one): <i>If you circled "estimate", write the formula you used below: (example: 10 houses X 3 bedrooms per house X 150 gpd = 4500 gpd).</i> | Meter | OR |
| | | Estimate |

* Table 1 on Attachment 1 contains information for estimating volumes. ** GPD-gallons per day

Section 2. WHPA (continued)

WHPAs for most bedrock wells are circles. The size of the circle depends on the maximum daily volume. Using the maximum daily volume listed on the first page, look up the size of the circle in Table 2 on Attachment 1 and enter it into the box below.

| | | |
|--|--|------|
| Updated WHPA radius: | | feet |
| Your previous WHPA radius was _____ feet. Compare your updated radius to your previous radius. | | |
| If the WHPA is unchanged, go to Section 3. | | |
| If they are different use your new radius to draw your updated WHPA on the enclosed map. | | |
| <i>(For two or more wells less than 100 feet apart draw a single circle around a midpoint between the wells. For two or more wells more than 100 feet apart, draw individual circles).</i> | | |

Section 3. Inventory of Potential Contamination Sources (PCSs)

A PCS is a facility that stores, uses, or handles hazardous substances such as gasoline or chemicals in greater than household quantities.
 A PCS inventory includes your entire WHPA(s). Do not assume that the enclosed map shows all the PCSs that exist in your WHPA.

Why do I have to update my inventory of PCSs?

PCSs represent potential threats to your well(s) because they use, handle, or store hazardous substances. The Chemical Monitoring Waiver Program requires that you identify and educate all potential threats to your well(s) within your WHPA to minimize the chance of a release of contaminants. You must have an accurate, up-to-date inventory of PCSs to ensure that you educate all the PCSs that currently exist in your WHPA.

How do I update my inventory of PCSs?

Step 1: Refer to the enclosed map to see if it shows any PCSs in your WHPA. Check to make sure that the map and accompanying report are accurate.

Step 2: Conduct a visual search, called a **windshield survey**, of your entire WHPA to look for PCSs that exist but are not shown on the map. To do a windshield survey you must drive all the roads in your WHPA.

Step 3: Mark the locations of any additional PCSs that you find during the windshield survey on the map and add their names and addresses to the report of PCSs.

Step 4: If there are changes, make copies of the revised map and report of PCSs to return to the DES with this application.

| | | |
|---|-----|----|
| Did you complete steps 1 - 4? | Yes | No |
| Did you find any additional PCSs during your windshield survey? | Yes | No |
| Are there any PCSs in your WHPA(s)? | Yes | No |
| Are there any changes to the map or report? | Yes | No |

Section 4. Land Uses Near the Well

The sanitary protection area (SPA) is the land immediately around a well. Ideally, the SPA is kept in a natural state to help protect the well. High risk land uses may increase a well's susceptibility to potential contamination.

| | | |
|---|-----|------|
| The sanitary protection area (SPA) is a circle around a well. The size of the SPA depends on the type of system and the volume listed in Section 2. <u>The minimum SPA for a community system is 150 feet.</u> Look up your sanitary radius in Table 3 on Attachment 1 and enter it in the box to the right. This well serves a _____ system. | | feet |
| Is the SPA of this well in a natural state ? Natural state is defined as the <u>absence</u> of any man-made objects or human activity (including agriculture) within the SPA except a pumphouse and its access road. <u>If you answered NO:</u> List the land uses within your SPA in the box below. Be sure to list any of the following items: homes, heating oil tanks, fuel for generators, ATV or other trails, septic systems, parking areas, petroleum/chemical storage, sheds, garages, other storage buildings and their type, dumpsters, transformers for power stations, commercial food crops, animal herds, cemeteries, landscaped areas and whether they are treated or not. <u>BE SPECIFIC.</u> | Yes | No |
| Is this well situated within 50 feet of a vehicle parking area? | Yes | No |
| Does the SPA around this well contain any septic system leachfields? | Yes | No |
| Does the SPA around this well contain any fuel tanks, including those in houses/buildings used for heating? If yes, list fuel type and location (outside, inside, covered, etc.). | Yes | No |
| Does the system have any VOC or SOC treatment system in place? If so, please describe: | Yes | No |
| Is any part of the SPA situated within an agricultural area, lawn/landscaped area, athletic field/recreational field, or right of way? If so, please list land use type(s) and distance(s) from the well: | Yes | No |
| If yes, is the area treated with chemicals? Please list chemicals: | Yes | No |
| Is any part of the SPA situated within the cleared area beneath a large, utility-owned, overhead power line? | Yes | No |
| Is the well within 1000 feet of a golf course fairway, tee box or green? | Yes | No |
| Is this well situated within 50 feet or less from an active railroad track? | Yes | No |

Section 5. Educational Mailing

Why do an educational mailing?

The purpose of educating businesses and residents in the WHPA is to minimize the likelihood of a release of contaminants in the sensitive area that contributes groundwater to your well. The educational materials inform the reader that they are in your WHPA and that their actions could affect the quality of your source of water.

What do I have to do?

The educational mailing is done after your waiver is approved. For this application, an authorized representative of the water system must agree to properly distribute the educational materials. **In the box below, write the name and address of the person responsible for the mailing so that the sample materials are sent to the correct person.**

Section 5. Educational Mailing (continued)

Name & Address of Person Responsible for Educational Mailing:

Educational materials are sent to all the PCSs in the updated inventory you prepared in Section 3 and to all the residents and non-PCS businesses in your WHPA. Educational materials should also be posted on your premises where employees, tenants, students, etc. can read them. The DES will send sample educational materials and instructions with the waiver approval letter. Once the mailing has been completed a form certifying that the mailing was done needs to be signed and returned to DES. The completion form will also be sent with your approval letter.

When do I send the Mailing?

The mailing must be completed within 90 days after you receive your waiver renewal approval letter. A mailing completion deadline will be listed on the approval letter.

I agree that all of the information on this form and on the map and list of PCSs that I am returning to the DES is complete and accurate to the best of my knowledge. If a waiver renewal is granted I agree to mail or hand-deliver educational materials within the WHPA as explained in Section 5.

Signature of water system representative

Date

Checklist of items to return:

- Original application for each source
- Copy of map and report with any changes
- Wellhead Protection Area Information Questionnaire

Remember to make a copy for your own files

Attachments:

-Attachment 1: Tables: contains daily volume, wellhead protection area radii and sanitary radii, which may be needed to complete Sections 2-4.

-Attachment 2: List of common types of Potential Contamination Sources (used to complete Section 3).

-Attachment 3: Key to Project Type Codes: Defines the acronyms found on the map and PCS list sent with this application, and also briefly describes potential risks from those land usages.

For Questions and Assistance Contact:

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Return This Completed Application To:

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