

System Water Plan Form

The system water plan form includes three components:

- Water supply plan
- Water conservation plan
- Drought preparedness plan

Mail your completed system water plan to the following address:

Arizona Department of Water Resources
4th floor, Drought Program
3550 N. Central Ave.
Phoenix, AZ 85012

For assistance, contact ADWR's Drought Program at 520-770-3809 or ecws@azwater.gov.

System Water Plan

Water Supply Plan

Water system name:
System ID number: 91-

1. Service area lands																									
a.	City/town where system is located:																								
b.	County where system is located:																								
c.	Township/range/section where your system is located (if known):																								
d.	Approximate square miles of service area:																								
e.	Describe or submit a map showing the boundaries of your service area (can be streets, town limits, landmarks, etc.). <i>Note that a map is not required, but may be submitted in place of a description.</i>																								
f.	Type of area served (consider majority of area served). Please check all that apply: <input type="checkbox"/> Rural <input type="checkbox"/> Suburban <input type="checkbox"/> Urban <input type="checkbox"/> Mobile home park <input type="checkbox"/> Subdivision <input type="checkbox"/> Prison <input type="checkbox"/> Other If other, describe area served:																								
g.	Typical or predominant landscaping type in residential areas: <input type="checkbox"/> Low water use landscaping <input type="checkbox"/> Turf <input type="checkbox"/> Unlandscaped/unirrigated (dirt or natural desert) <input type="checkbox"/> No outdoor water use (e.g. mobile homes with no yards) <input type="checkbox"/> Other Additional description if needed:																								
h.	Average residential lot size:																								
2. Sources of supply																									
a.	Do you serve groundwater? <input type="checkbox"/> Yes <input type="checkbox"/> No If so, do you measure water levels? <input type="checkbox"/> Yes <input type="checkbox"/> No List well registration numbers, most recent water level measurement and date measured (if applicable): <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="width: 40%; text-align: left; padding: 5px;"><i>Well registration number</i></th> <th style="width: 30%; text-align: left; padding: 5px;"><i>Water level</i></th> <th style="width: 30%; text-align: left; padding: 5px;"><i>Date measured</i></th> </tr> </thead> <tbody> <tr><td style="height: 20px;"> </td><td> </td><td> </td></tr> <tr><td style="height: 20px;"> </td><td> </td><td> </td></tr> <tr><td style="height: 20px;"> </td><td> </td><td> </td></tr> <tr><td style="height: 20px;"> </td><td> </td><td> </td></tr> <tr><td style="height: 20px;"> </td><td> </td><td> </td></tr> <tr><td style="height: 20px;"> </td><td> </td><td> </td></tr> <tr><td style="height: 20px;"> </td><td> </td><td> </td></tr> </tbody> </table> <p style="font-size: small; margin-top: 10px;"><i>(if the number of wells exceeds the space allotted, please continue on a second copy of this page, and attach it for submittal)</i></p>	<i>Well registration number</i>	<i>Water level</i>	<i>Date measured</i>																					
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b.	Do you serve surface water? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, list name of source(s):
c.	What is your emergency source of water (back-up well number, name of other water provider, etc.)?
3. Interconnections	
a.	Do you have an interconnection with another water system? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, list name of other system(s):
b.	Describe interconnections, including conditions under which water transfer can take place: <i>*Systems serving more than 1,850 people must provide a map showing interconnections*</i>
4. Water sold and purchased	
a.	Did you sell water to another water system during the past five years? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, list quantities and systems:
b.	Did you purchase water from another water system during the past five years? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, list quantities and systems:
5. Storage and treatment facilities	
a.	Do you have storage facilities? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, what is your total storage capacity?
b.	Do you treat your potable water? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, describe treatment facilities/methods:
6. Transmission and distribution facilities	
	Describe your system's transmission and distribution facilities: <i>*Systems serving more than 1,850 people must provide a map showing transmission and distribution facilities.*</i>

7. System production

- a. Is your system metered?
 Yes No

Fill out the table below with the following data. If your system is not metered, fill in as much as you are able to estimate (at a minimum, provide estimates for 2009).

Average daily demand – the average daily demand for each of the indicated years (e.g. five average daily demand numbers – one number for each year).

Maximum monthly demand – the month of highest demand for each of the indicated years. Please identify the months and the total quantity of water used that month.

Peak day demand – the day of highest demand for each of the indicated years. Please provide the dates and total quantity of water used that day.

	Avg. daily demand (gallons)	Max monthly demand (gallons)	Estimated peak day demand (gallons)
2005		Month:	Date:
		Quantity:	Quantity:
2006		Month:	Date:
		Quantity:	Quantity:
2007		Month:	Date:
		Quantity:	Quantity:
2008		Month:	Date:
		Quantity:	Quantity:
2009		Month:	Date:
		Quantity:	Quantity:

- b. Do you have difficulty meeting demand during times of peak use?
 Yes No
 If yes, describe:

- c. Other important information related to system production and ability to meet current demands:

8. Analysis of projected water demand

- a. Fill in the table below with your projected system population and projected demand.

Year	Projected population	Projected average daily demand on system (gallons)
2015		
2020		
2030		

If you have difficulty estimating your projected population, indicate whether you anticipate your population to increase, decrease, or remain stable for the indicated years. If you have difficulty projecting your average daily demand over the next 20 years, consider your current demand with the addition or subtraction of people and provide your best estimate. Projection calculations may be based on information such as gallons per capita per day, gallons per housing unit per day, number of connections and population, historic or expected demands, land use planning/classification, etc.

- b. Explain how you arrived at these numbers:

c.	Do you anticipate problems meeting these future demands? <input type="checkbox"/> Yes <input type="checkbox"/> No
d.	Indicate any changes that may be necessary to meet demands over the next 20 years: <i>(for example, if demand is expected to greatly increase, options could include more advanced conservation programs, increased storage, additional wells, etc.)</i>

Water Conservation Plan

Water system name:
System ID number: 91-

Conservation programs																																	
a.	<p>See fact sheet Conservation and Drought Planning for Community Water Systems: How do they work together? for conservation tips and suggestions.</p> <p>Check and provide a description for all that apply</p> <table border="1"> <thead> <tr> <th>Currently implementing</th> <th>Planned in next five years</th> <th>Conservation measures/programs</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Metering of source</td> <td rowspan="3">N/A</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Metering of service connections</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Water rate structures that encourage efficient water use (e.g. higher rates for higher use)</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Measures to limit lost and unaccounted for water (e.g. leak detection and repair programs, control evaporation from storage tanks, eliminate illegal connections)</td> <td></td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Programs to encourage low water use landscaping (e.g. low water use/drought tolerant plant list for your area, installation of efficient irrigation systems)</td> <td></td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Describe any education/outreach programs you are implementing <i>Please include any communication you have with your customers regarding conservation; this can be as simple as conservation tips provided in water bills. Other examples include school education programs, landscape workshops, water festivals, etc.</i></td> <td></td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Other programs</td> <td></td> </tr> </tbody> </table>			Currently implementing	Planned in next five years	Conservation measures/programs	Description	<input type="checkbox"/>	<input type="checkbox"/>	Metering of source	N/A	<input type="checkbox"/>	<input type="checkbox"/>	Metering of service connections	<input type="checkbox"/>	<input type="checkbox"/>	Water rate structures that encourage efficient water use (e.g. higher rates for higher use)	<input type="checkbox"/>	<input type="checkbox"/>	Measures to limit lost and unaccounted for water (e.g. leak detection and repair programs, control evaporation from storage tanks, eliminate illegal connections)		<input type="checkbox"/>	<input type="checkbox"/>	Programs to encourage low water use landscaping (e.g. low water use/drought tolerant plant list for your area, installation of efficient irrigation systems)		<input type="checkbox"/>	<input type="checkbox"/>	Describe any education/outreach programs you are implementing <i>Please include any communication you have with your customers regarding conservation; this can be as simple as conservation tips provided in water bills. Other examples include school education programs, landscape workshops, water festivals, etc.</i>		<input type="checkbox"/>	<input type="checkbox"/>	Other programs	
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b. Describe any planned changes or additions to your current programs over the next five years:

Drought Preparedness Plan

Instructions

- 1) Before beginning your drought plan, please note there are two help sheets available for assistance on ADWR's Community Water System web page:
 - *Simplified drought stages and management measures for small systems* provides examples of drought stages and management measures for smaller water providers.
 - *Conservation and Drought Planning for Community Water Systems: How do they work together?* includes tips on drought and conservation planning, as well as example drought stages and management measures for large and small systems.

- 2) Decide how many drought stages you will have for your water system and fill them in the **Drought Stage Name or Number** column in the table on the next page.
ADWR suggests three or four stages, with the first being "normal." (You do not have to fill in all four rows of the table; at least three are recommended.)

- 3) Decide what management measures will be appropriate for your system for each drought stage. Fill in the measures you have chosen for each drought stage in the **Management Measures** column of the table.
You may choose measures from the help sheets, choose your own measures, or a combination of the two.

Note: If you have a curtailment tariff in place, it may be submitted in place of the drought plan if it includes all the information in the pages below.

Drought Preparedness Plan

Water system name:
System ID number: 91-

See instructions on previous page.

1. Drought Plan of Action

Drought Stage Name or Number	Management measures <i>(consider measures for the system and for the customers)</i>
(Normal conditions)	Implement conservation measures/programs from water conservation plan. Other measures:

2. Implementation of drought stages	
a.	How will you determine when to initiate a drought stage for your system? What factors will be considered? <i>(Indicators to consider include climate conditions, water supply availability, amount of supply in relation to demand, infrastructure of system, well/reservoir levels, and should most likely involve a combination of more than one.)</i>
b.	Who has the authority to initiate and/or change a drought stage for your system?
c.	If you chose to make any of your management measures mandatory for your customers, how will you enforce them?
d.	Other important information on implementation of drought stages:
3. Customer communication	
a.	Describe how you plan to educate customers on drought conditions and the need for water conservation:
b.	How will customers be notified of a drought stage declaration and implementation of associated management measures? <i>Note that different stages of drought may need different notification methods. If the system has reached the point of a water shortage, rapid notification will be necessary.</i>
4. Development of emergency supplies	
a.	Describe how you will get water to your customers in an emergency water shortage situation: <i>Note that it is the community water system's responsibility to have an emergency source of water and an emergency plan in place.</i>
5. Contact information	
a.	Address of water system:
b.	Telephone number of water system:
c.	Name and number of person(s) responsible for directing emergency operations: