

GUIDE FOR APPROVAL OF A PUBLIC WATER SUPPLY (Three to Fourteen Connections)

1. Contact Island County Health Department to discuss your plans with the Drinking Water Program Coordinator.
2. Contact adjacent water systems to verify if they are willing and able to provide water in a timely and reasonable manner. Written documentation is required. Names of water systems and contacts and telephone numbers are provided by the Health Department.
3. Apply to Island County Health Department for a well site inspection (submit application form). A \$487.00 fee is charged for this inspection. A pollution control zone (100-foot radius) must be established around the well. Copies of the recorded covenants for well site protection will be required for final well site approval.
 - a. Water systems serving any parcel one acre or less in size may require fireflow capability as per Island County Code 13.03A. Fireflow is required for all water systems larger than 9 residential connections where any of the lots is smaller than 2.5 acres. Fireflow is also required for smaller water systems where any of the lots is smaller than 1 acre. Systems providing fireflow must be designed by a Washington State registered Professional Engineer and approved by the State Department of Public Health. A copy of I.C.C. 13.03 A is available from the Island County Public Works Department.
 - b. In areas classified as being at High Risk and Very High-Risk for seawater intrusion, an aquifer evaluation will be required to determine if the proposed water withdrawal(s) will be likely to negatively impact on existing well users in the area. In areas classified as being at Medium Risk for seawater intrusion, an aquifer evaluation will be required if the proposed water system is more than 6 connections. The evaluation will be performed in accordance with requirements directed by the Island County Hydrogeologist.
4. Obtain a Water Right Permit from Washington State Department of Ecology (DoE), if required. Washington State Law (RCW 90.03.250) requires anyone proposing to pump 5,000 gallons of ground water per day or intending to irrigate more than 1/2 acre obtain this permit prior to any construction of the water system. In general, a water right permit is required for any public water supply greater than 6 residential connections. A temporary permit from DoE to drill and test must be obtained for groundwater withdrawals requiring a water right. Water system withdrawal is based on 800 gallons per day per connection.
5. Contract with a professional engineer to prepare a water system design for submission to the Island County Health Department. Note: Most engineers who submit water system designs can arrange for the following two tests items which are necessary for the water system design.
6. Perform a pumping test on the well to determine the source capacity.
 - a. Exempt wells (those not requiring a water right) must be pump tested per the Island County Standard Pumping Test policy. This is normally a 4-hour “drawdown” test. If

the well is located in an area of medium risk, high risk or very high risk of seawater intrusion per Island County Code 8.09 additional pumping test protocol procedures may be required as discussed above.

b. If a water right permit is needed (more than 6 connections) , the required pumping test protocol will be specified by DoE and will be outlined in the temporary permit to drill and test.

7. Submit samples for bacteriological testing and complete inorganic chemical analysis to a Washington State-certified laboratory. Provide copies of the analytical results to the Island County Health Department with the Group B water system design review application.

8 .Have a Water Users' Agreement prepared. This document (sometimes called an "Operations and Maintenance Agreement") forms the legal basis of the water system.. We recommend using an attorney accustomed to preparing water agreements. Once a draft has been prepared, the agreement should be submitted *in draft form* to the Health Department for review before it is finalized and recorded. This review, to determine if the agreement meets Island County requirements, is highly recommended to preclude a need for recording corrective amendments after an inadequate agreement is hastily recorded. Once we have determined that the agreement is appropriate for recording we will notify you.

9. Submit the completed water system design to Island County Health Department for review. According to State Code WAC 246-291, the water system design must be prepared by a licensed professional engineer.

10. Contact a Satellite Management Agency (SMA) to subscribe to water system management. A contract for management with a SMA (approved by the Washington State Department of Health to serve in your area) is required by RCW 70.119A.0650. See the current list of SMAs approved by the State of Washington for service in your area.

****Note**** There is a \$695.00 design review fee. Review is expedited if the design package is submitted in whole after obtaining well site approval. Fragmented submissions result in longer approval times.

After design approval, construct the water system in accordance with the approved design.