



Supplemental Application GROUP B OR 2-PARTY WATER SYSTEM DESIGN

STAFF USE ONLY	DATE STAMP
<h1 style="font-size: 4em; color: #ccc;">LABEL</h1> <p style="text-align: center;">PLEASE NOTE: ALL APPLICATIONS AND SITE PLANS MUST BE COMPLETED IN BLACK OR BLUE INK <u>ONLY</u></p>	<p>Intake by: _____</p>

This application cannot be submitted alone. In addition to this form, a complete package includes:

Applicant Use	SUBMITTAL CHECKLIST	Staff Use Only
<input type="checkbox"/>	Master Application.	<input type="checkbox"/>
<input type="checkbox"/>	Supplemental Checklist for a Group B or 2-Party Public Water System.	<input type="checkbox"/>
<input type="checkbox"/>	Applicable processing fees. <i>Refer to current fee schedules. Depending on the adopted fee structure, additional fees may occur if base hours/fees at intake are exhausted.</i>	<input type="checkbox"/>

ENGINEER/DESIGNER OR PROJECT APPLICANT	
Name: _____	Company Name: _____
Mailing Address: _____	City: _____ State: _____ Zip: _____
Phone #: _____	Cell Phone # _____ Fax #: _____
E-mail Address: _____	

CITY JURISDICTION REVIEW AND COMMENT:		
Comments: _____		
Signature: _____	Title: _____	Date: _____

PROJECTS ASSOCIATED WITH THIS APPLICATION		
FOLDER/SEQUENCE NUMBER	PROJECT NUMBER	DATE RECEIVED

TYPE OF PROJECT:

Residential-Single Family Residential-Multifamily # of Units: _____ Non-Residential

TYPE OF PERMIT:

2-Party Public Water System Group B Public Water System

Water System Name: _____ ID# (if existing) _____

Subdivision Name (if applicable): _____

Thurston County Coordinated Water System Plan Service Area Inside Service Area Outside Service Area

WORK TYPE:

New Water System Proposed Existing Water System, New Source Proposed

TAX PARCELS TO BE SERVED BY THIS WATER SYSTEM

Well or Spring Property Tax Parcel Number: _____

Well or Spring Property Address: _____

Property Tax Parcel Numbers To Receive Water Service (list below):

Water System Classifications:

- **Group B Public Water System** is classified as community system with 3 to 14 residences and less than 25 people per day (such as a workplace) or 25 or more people per day for fewer than 60 days per year.
- **2-Party Public Water System** is classified as a community system with 2 single-family residences. Although classified as a Group B water system, it has a different set of regulations than those with 3 or more residences.

For water system projects within a City jurisdiction or Thurston County Coordinated Water System Plan Urban Service Area: Environmental Health Division will mail the application to the applicable jurisdictional authority and will hold permit issuance until their review and comment is completed.

NOTE: Expansion of a 2-Party Public Water System to provide water service to additional connections will require the water system meet the Group B or Group A public water system requirements of Article III of the Thurston County Sanitary Code. This includes a design of the proposed system expansion by a qualified water system designer or engineer and subsequent approval by Thurston County Environmental Health Division or Washington State Department of Health, if applicable.

APPEAL: Any person aggrieved by a decision, an inspection, or notice made by the Health Officer shall have the right to appeal the matter as specified in Article 1 of the Thurston County Sanitary Code.

For additional guidance and fact sheets visit our web site at <http://www.co.thurston.wa.us/health/ehadm>

GROUP B PUBLIC WATER SYSTEM DESIGN SUPPLEMENTAL CHECKLIST

All Group B Public Water Systems are regulated by the Thurston County Environmental Health. These systems must comply with Article III of the Thurston County Sanitary Code and Chapter 246-291 WAC Group B Public Water Systems and associated workbook Guideline for Group B Public Water System Approval. For projects located within a City jurisdiction or Thurston County Coordinated Water System Plan urban service area, additional standards may apply.

Applicant Use	GROUP B PUBLIC WATER SYSTEM DESIGN SUPPLEMENTAL CHECKLIST	Staff Use Only
<input type="checkbox"/>	1. Submit copy of an approved well site inspection application. An approved well site application is required prior to drilling and before the water system design application can be submitted (See Supplemental Well Site Application and Well Construction/Decommissioning Inspections form).	<input type="checkbox"/>
<input type="checkbox"/>	2. Submit a completed Group B Public Water System Design Application form. A Preliminary Engineering Report prepared by a Washington State licensed engineer or Thurston County certified water system designer must be submitted with the application. The engineering report shall follow the Group B Public Water System Approval workbook, including Satellite Management Agency information, draft documents (covenants, easements, operations and maintenance agreements), and water quantity and quality reports.	<input type="checkbox"/>

REVIEW PROCESS

- Staff will review the water system design and preliminary engineering report and send a letter granting preliminary water system approval, if all the requirements are met.
- After the water system design has received preliminary approval and construction is completed, the engineer or water system designer shall inspect the water system to assure compliance with the approved construction documents.
- Within sixty (60) days of the inspection, the engineer or water system designer shall submit a completed *Certificate of Inspection and Installation of Public Water System Projects* form (see attached) along with the Final Engineering Report.
- Staff will review the documents and grant final water system approval and the required sampling frequency, if the requirements are satisfied.
- Staff will sign the Certificate of Water Availability (COWA) after the water system has been granted final approval.

CAUTIONARY NOTES

- It is important that all items listed in the preliminary approval letter are submitted with the final report to avoid delaying the final review and approval of the project.
- Staged Construction: Projects having staged construction shall submit certification documents for each separate stage of the construction prior to approval and use of any segment.
- Well Isolation Covenants: Public road right-of-ways shall not be located within a well's 100-foot protective radius. Private roadways may fall within the well's protective radius if they are ditched and graded in a manner which conducts run-off away from the well and outside the protective radius.

For additional guidance and fact sheets visit our web site at <http://www.co.thurston.wa.us/health/ehadm>

**CERTIFICATION OF INSPECTION AND INSTALLATION OF A
PUBLIC WATER SYSTEM PROJECT (GROUP B OR 2-PARTY)**

Within sixty days following the completion of and prior to the use of any project or portions thereof for which plans and specifications have received the approval of the Thurston County Health Officer, a certification shall be made to the Health Officer, signed by a professional engineer or licensed water system designer (or project applicant if a 2-Party Public Water System), that the project was inspected by their authorized agent and that it was constructed in accordance with the plans and specifications approved by the Health Officer in accordance with Article III and WAC Chapter 246-290 or 246-291.

INSTRUCTIONS

1. If a project is being completed in staged construction, attach a map and description of that portion being certified.
2. As future portions of staged construction projects are completed, each must be certified prior to its use in the system.
3. Additional certification forms are available upon request from the Thurston County Health Department.

CERTIFICATION

_____ and/or _____

(Name of Water System)

(Project or Applicant Name)

(Address)

This project, for which plans were approved by the Thurston County Health Officer, was completed on _____
(Date)

I hereby certify that the above identified project was inspected by me or my authorized agent and that it was installed in accordance with the plans and specifications approved by the Thurston County Health Officer.

(Signature of engineer, designer, or project applicant if a 2-Party Public Water System)

(Date)

ENGINEER SEAL
(if signed by engineer)

2-PARTY PUBLIC WATER SYSTEM DESIGN SUPPLEMENTAL CHECKLIST

One well serving two single-family residences is considered a public water supply. In an effort to balance the public health impact and reduce the time involved with the approval process of public water supplies, this department has adopted the following approval procedure for 2-Party Public Water Systems. These minimum standards may also apply to a 3-Party Water System ONLY when the third connection is a residence recognized as a Family Member Unit by Thurston County Development Services Department. For projects located within a City jurisdiction or Thurston County Coordinated Water System Plan urban service area, additional standards may apply.

Applicant Use	2-PARTY PUBLIC WATER SYSTEM DESIGN SUPPLEMENTAL CHECKLIST	Staff Use Only
<input type="checkbox"/>	Submit copy of an approved well site inspection. An approved well site application is required prior to drilling and before the water system design application can be submitted (See Supplemental Well Site Application and Well Construction/Decommissioning Inspections form).	<input type="checkbox"/>
<input type="checkbox"/>	Submit a completed 2-Party Public Water System Application form. The following must be submitted with the application:	<input type="checkbox"/>
<input type="checkbox"/>	Well capacity tests confirming at least 800 gallons per day (gpd) are available	<input type="checkbox"/>
<input type="checkbox"/>	Water quality results for bacteriological and nitrate analysis. Other tests may be required if the well is located in or near an area of suspected groundwater contamination	<input type="checkbox"/>
<input type="checkbox"/>	Site plan showing the proposed well location, water lines and potential contaminant sources.	<input type="checkbox"/>
<input type="checkbox"/>	Copies of the signed, notarized, and recorded protective radius around the well.	<input type="checkbox"/>
<input type="checkbox"/>	Copies of the signed, notarized, and recorded access easements for the well and water lines.	<input type="checkbox"/>
<input type="checkbox"/>	Construction plans for the well and pump house. You may choose to confirm that the attached schematic <i>Appendix A</i> will be used in lieu of submitting well and pump house construction plans.	<input type="checkbox"/>

REVIEW PROCESS

1. Staff will review the water system design and send a letter granting preliminary water system approval, if the requirements are satisfied.
2. After the water system design has received preliminary approval and construction is completed, submit a copy of the signed and notarized *Certificate of Inspection and Installation of Public Water System Projects* report form (see attached).
3. Staff will review the documents and grant final water system approval, if the requirements are satisfied.
4. Staff will sign the Certificate of Water Availability (COWA) after the water system has been granted final approval as a 2-Party Public Water System.

RECOMMENDATIONS

1. The pump should be capable of producing a minimum of 17 gallons per minute (gpm). A minimum 30 pounds per square inch (psi) at maximum demand should be supplied to each property border or residence.
2. The pressure tank(s) should be sized so that the drawdown provides adequate pump protection or storage.
 Pump protection: $2.5 \times \text{pump rate} = \text{gallons}$. (This is the minimum drawdown capacity for a pressure tank).
3. Prior to use, the newly constructed system should be disinfected with a chlorine dosage of no less than 10 parts per million (ppm) as measured after a contact time of 24 hours (10 ppm is equivalent to approximately 1 quart chlorine bleach per 1,000 gallons water).

4. On-going water quality monitoring: One bacteriological analysis per year and one nitrate analysis every three years is recommended.
5. It is recommended that an Operation and Maintenance agreement be established between parties.

For additional guidance and fact sheets visit our web site at <http://www.co.thurston.wa.us/health/ehadm>

**CERTIFICATION OF INSPECTION AND INSTALLATION OF A
PUBLIC WATER SYSTEM PROJECT (GROUP B OR 2-PARTY)**

Within sixty days following the completion of and prior to the use of any project or portions thereof for which plans and specifications have received the approval of the Thurston County Health Officer, a certification shall be made to the Health Officer, signed by a professional engineer or licensed water system designer (or project applicant if a 2-Party Public Water System), that the project was inspected by their authorized agent and that it was constructed in accordance with the plans and specifications approved by the Health Officer in accordance with Article III and WAC Chapter 246-290 or 246-291.

INSTRUCTIONS

4. If a project is being completed in staged construction, attach a map and description of that portion being certified.
5. As future portions of staged construction projects are completed, each must be certified prior to its use in the system.
6. Additional certification forms are available upon request from the Thurston County Health Department.

CERTIFICATION

_____ and/or _____
(Name of Water System) *(Project or Applicant Name)*

(Address)

This project, for which plans were approved by the Thurston County Health Officer, was completed on _____
(Date)

I hereby certify that the above identified project was inspected by me or my authorized agent and that it was installed in accordance with the plans and specifications approved by the Thurston County Health Officer.

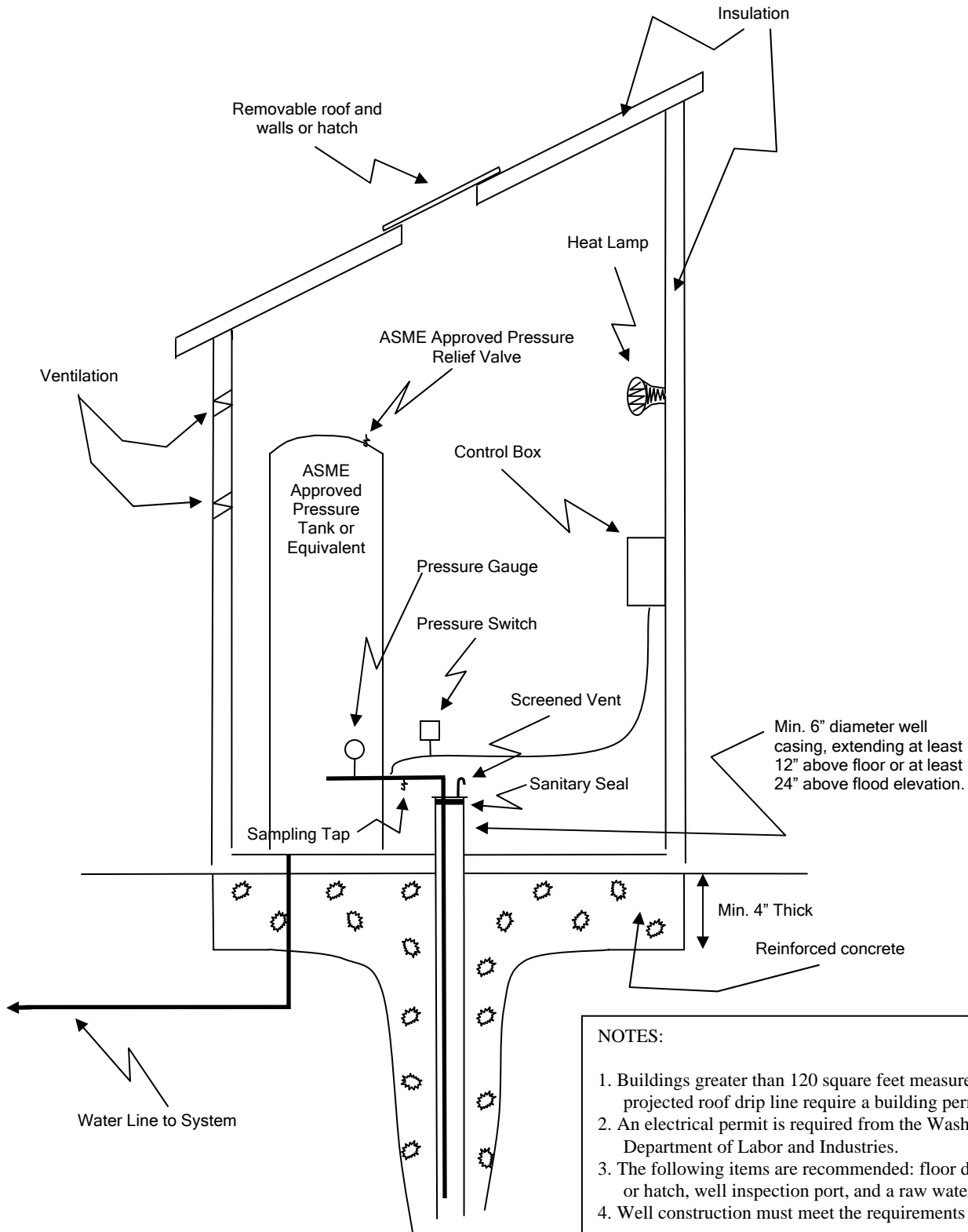
(Signature of engineer, designer, or project applicant if a 2-Party Public Water System)

(Date)

ENGINEER SEAL
(if signed by engineer)

**APPENDIX A
 TYPICAL WELL AND PUMP HOUSE SCHEMATIC**

(Not Drawn to Scale)



- NOTES:
1. Buildings greater than 120 square feet measurement at the projected roof drip line require a building permit.
 2. An electrical permit is required from the Washington State Department of Labor and Industries.
 3. The following items are recommended: floor drain, locking door or hatch, well inspection port, and a raw water sampling tap.
 4. Well construction must meet the requirements of WAC 173-160.