



Water Supply Data Sheet

County _____	Township _____	PWS ID No. _____	STU ID No. (Treatment plants only) _____
Name and address of the public water system which will own this project: _____ _____ Phone: _____			
Name of the water system which will bill: _____			
Title of the project: _____			
Specific location of project: _____			
Will the proposed facilities be owned by the public water system upon their completion? Yes _____ No _____ (If "no", contact your district office for instruction). To acknowledge approval of the project by the owner either the plans must be signed or a letter of ownership must be received with the plans.			
Does the project include the drilling, boring, digging, deepening, altering and/or logging of a well for the purpose of extracting potable water as part of a public water system required to be licensed under Chapter 6109 of the Revised Code? Yes _____ No _____			
Does the project consist only of waterlines that are exempt under OAC 3745-91-02(D)? Yes _____ No _____ If "yes", do not submit plans. These plans must be listed on an annual project summary due by January 15.			
Does the project include the installation of sewers or an individual treatment system? Yes _____ No _____ If "yes", a Permit To Install may be required from the Division of Surface Water.			
Is the area already served by sewers? Yes _____ No _____			
Were the necessary permits applied for, if a stream or wetland crossing is part of the project? Yes _____ No _____			
Is a Capacity Assurance Plan required? Yes _____ No _____			
Have you or do you intend to apply for project funding by Ohio EPA Water Supply Revolving Loan Account (WSRLA)/ Drinking Water Assistance Funds for a construction loan? Yes _____ No _____ In order to obtain WSRLA funding, an eligibility review (and additional information) is required. See page 2. Detailed plan approval for a WSRLA construction loan projects is contingent upon completion of review of full set of detailed plans, design specifications and construction contract documents and environmental review of detailed plans.			
Name and address of person preparing the plans: _____ _____ _____			
Phone: _____ E-mail: _____ Fax: _____			
Provide a brief description of proposed project (e.g., wells, softening, storage, chlorination, high service pumping, water line extension: pipe type, diameter, length, number of service connections to be served by the project): _____ _____ _____			
Does the water plant serving this project have the capacity to supply these improvements? Yes _____ No _____ NA _____			
For detail plan submittal: Estimated cost of the water system improvements \$ _____ Review fee = \$150.00 + (0.0035 x Estimated cost of the water system improvements) \$ _____ (Maximum fee is \$20,000.00 not including well log fees) Well log fee = \$20.00 per well log \$ _____ For general plan submittal: Review fee = \$150.00 (flat rate) Make check payable to: Treasurer, State of Ohio			For WSRLA submittal: <input type="checkbox"/> Check box above ONLY if the project is detailed plan review exempt as a result of OAC 3745-91-02 or the plans are self-certified.
For Ohio EPA use only Revenue ID No.: _____		PAID Amount _____ Date _____ Check # _____ Date _____	



Water Supply Data Sheet

INSTRUCTIONS FOR THE SUBMITTAL OF DETAIL PLANS FOR PUBLIC WATER SYSTEMS

As stated by section 6109.07 of the Ohio Revised Code and section 3745-91-02 of the Ohio Administrative Code, "No person shall begin construction or installation of a public water system, or make a substantial change in a public water system, until plans therefor have been approved by the director of environmental protection."

A public water system is defined as a system that has either 15 service connections or serves at least 25 individuals sixty days out of the year.

A person applying for plan review of a public water supply system pursuant to section 6109.07 of the Ohio Revised Code shall pay a fee of \$150 plus 0.35% of the estimated project cost; however, the total fee shall not exceed \$20,000. The fee shall be paid at the time the application is submitted. The fee shall be made payable to: Treasurer, State of Ohio.

If the project includes the drilling, boring, digging, deepening, altering and/or logging of a well for the purpose of extracting potable water as part of a public water system required to be licensed under Chapter 6109 of the Revised Code, include a \$20.00 well log filing fee per well log in the review fee calculation. Ohio EPA is required to collect this fee for ODNR.

ALL DETAIL PLAN SUBMITTALS ARE TO CONTAIN THE FOLLOWING:

1. Water Supply Data Sheet (1 copy)
2. Review Fee
3. Detail Plans on engineering paper (usually 24"x36") (3 sets)
4. Technical specifications if applicable (1 copy)
5. Appropriate endorsements (Owner, P.E., plan preparer) as applicable

In order to provide assistance with the preparation of detail plans, guidance sheets are available at your District. They describe how to prepare detail plans for groundwater systems including wells and treatment, and outline the minimum information that should be presented with sets of plans for waterline extensions, booster stations and storage tanks. These guidance sheets are available upon request. In addition, if the proposed improvements are for a new community or non-transient, non-community public water system, or if the proposed improvements are being funded by the Ohio EPA Water Supply Revolving Loan Account, a Capability Assurance Plan must be submitted for approval with the detail plans. If you have any questions call the District Office.

ALL WSRLA ELIGIBILITY REVIEW SUBMITTALS ARE TO CONTAIN THE FOLLOWING:

1. General plan or project planning documentation approval; all WSRLA projects must submit a general plan or project planning documentation prior to submitting detailed plans for review. For the elements of a general plan or project planning documentation, please see http://epa.ohio.gov/Portals/28/documents/dwaf/4_WSRLA_PPD_GP.pdf
2. Electronic versions of the following: approved general plan/ project planning documentation, full set of detailed plans, design specifications, and construction contract documents. Electronic versions can be sent via DVD, email or Ohio EPA FTP site.

Submit plans to:

Ohio Environmental Protection Agency
Northeast District Office
 2110 E. Aurora Road
 Twinsburg, OH 44087
 (330) 963-1200

Ohio Environmental Protection Agency
Northwest District Office
 347 N. Dunbridge Road
 Bowling Green, OH 43402
 (419) 352-8461

Ohio Environmental Protection Agency
Southeast District Office
 2195 Front Street
 Logan, OH 43138
 (740) 385-8501

Ohio Environmental Protection Agency
Southwest District Office
 401 East 5th Street
 Dayton, OH 45402
 (937) 285-6357

Ohio Environmental Protection Agency
Central District Office
 P.O. Box 1049
 50 West Town Street, Suite 700
 Columbus, OH 43216-1049
 (614) 728-3778