

PWS Change Application Checklist

- PWS Name and PWSID: _____
- Date Electronic Application Form Submitted: _____
- PWS Primary Operator approval of submission (email from Operator is acceptable)
- Diagram of Existing and Proposed Water System (see example below)
- Manufacturer's product data, specifications, and all applicable NSF certifications for each chemical and/or piece of equipment proposed as part of the Change Application.

- | Yes | N/A | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Raw water quality data if treatment related projects |
| <input type="checkbox"/> | <input type="checkbox"/> | HHE-200 and Hydraulic Load Calculations for Proposed Backwash Disposal |
| <input type="checkbox"/> | <input type="checkbox"/> | Radionuclide concentration calculations |
| <input type="checkbox"/> | <input type="checkbox"/> | Cost Estimate if Project Cost < \$10,000 |
| <input type="checkbox"/> | <input type="checkbox"/> | P.E. Stamp if Project Cost >= \$10,000 (for municipality Project Cost >=\$250,000) |
| <input type="checkbox"/> | <input type="checkbox"/> | Engineer or Designer's Report |
| <input type="checkbox"/> | <input type="checkbox"/> | Plans and Specifications from a Licensed Engineer for Large Scale Change Applications |

EXAMPLE: Diagram for a change application requesting to install a new GAC filter and upgraded UV unit.

Note how the drawing designates between existing equipment and new proposed components. Use of a legend prevents the drawing from becoming cluttered and difficult to read, while still allowing the Reviewer a detailed view of the treatment system. Diagrams must include all new and existing treatment, location of sample taps, any bypasses, storage, pumps, and any other components in contact with potable water.

Existing System Components

- | | |
|--------------------------------|-------------------|
| A = Sediment Filter | CV = Check Valve |
| B = Twin Alternating Softeners | PT= Pressure Tank |
| C = Brine Tank | |
| D = Arsenic Tanks | |
| E = Water Meter | |
| TP = Test point | |
| BV = Ball Valve | |

Proposed Equipment Changes

- F = Viqua UV Max Pro10 Ultraviolet System & Solenoid Valve (Upgrade System)
- G = 1 cf. Granular Activated Carbon

