

# 5 Year Wellhead Protection Plan Updates

KY Division of Water

The best way to maintain high quality drinking water is to prevent contaminants from reaching drinking water sources. In accordance with regulation 401 KAR 4:220 all water systems utilizing groundwater must develop a Wellhead Protection Plan that is updated ever 5 years. This fact sheet is intended to assist systems in starting the update process.



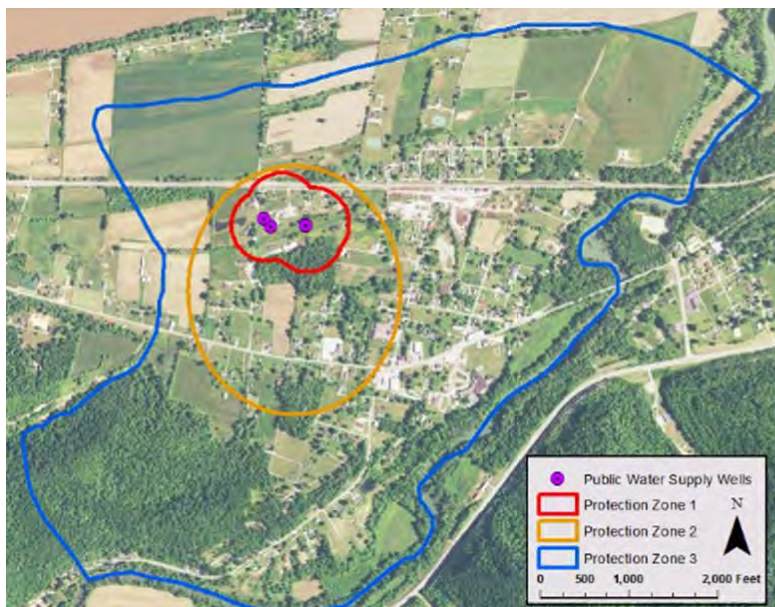
## Where do I find WHPP forms?

- [Source Water Protection Program](#)
- [WHPP 5-Year Update Form](#)
- [WHPP Contaminant Source Inventory Ranking Form](#)

## 5-Year Update Sections that Rarely Change:

These sections of the WHPP most commonly carry forward from the previous plan. Follow the directions on the update form if there are any alterations.

- **Section 1** Treatment Plant, **Section 2** Water Withdrawal and Water Quality, **Section 3** Change or Modification to Groundwater Source, **Section 5** WHPA Delineation





## Required Sections:

- **Section 4 Planning Team:** Most planning teams consist of the plant operator and key staff. You may also include knowledgeable members from the community, planning councils, and representatives of the Kentucky Rural Water Association who may be assisting with the update.
- **Section 6 WHPA Map:** Reach out to the Kentucky Division of Water Wellhead Protection Program to receive the most up-to-date versions of the delineated Wellhead Protection Area Zones. Wellhead Program staff can also help produce a new map of your protection zones on request. You may also view your protection areas online through the [Source Water Protection Viewer](#).
- **Section 7 Contaminant Source Inventory:** Starting with your previous plan inventory, confirm that identified sources are still located within the areas of concern and add any new sources. If your region has experienced significant changes, reach out to the DOW WHPP for help finding data on regulated sources. You may also utilize any number of online search tools to research potential sources in your area. For more information, visit the DOW's [Web Tools for Source Water Protection Planning](#).
- **Section 8 Management Strategies:** Provide a discussion of the previous and newly proposed management strategies to prevent source water contamination. This discussion must include the previous management strategies that were implemented as well as the goals that were met. Next, include any NEWLY proposed management strategies, associated goals, implementation plans and the party responsible for implementation. For information about wellhead protection strategies please visit the DOW's [Source Water Protection Strategies website](#).
- **Section 9 Contingency and WHP Planning:** Provide a description of Contingency and WHP Planning. Complete the Emergency Response Phone List, Procedures for Public Notification, identification of Potential Future Problems and the procedures to establish Alternative Water Supplies.
- **Section 10 Copies of Public Notices/Education Materials:** Systems should post a notice publicizing the update to the WHPP. This may be through newspaper adverts, posting the plan on a website and posting the link on customer billing statements, and holding public meetings.



- **Section 11 Public Meeting Documentation:** Provide the records of the WHPP public meeting attendance, minutes, and comments, if applicable.

## How Do I File My Update:

The Energy and Environment Cabinet (EEC) eForms portal allows you to directly upload your wellhead protection plan update.

<https://dep.gateway.ky.gov/eForms/Account/Home.aspx>

Select the form titled: **Water Protection Programs Document Submittal (form 215)**

Alternatively, you may email your form to DOW Wellhead Protection Staff for review and processing.

## Technical Assistance:

### DOW Wellhead Protection Staff

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<https://eec.ky.gov/Environmental-Protection/Water/Protection/Pages/SWP.aspx>

## Other Resources:

[Source Water Protection Basics](#)

[SWP Elements](#)

[SWP Strategies](#)

[SWP Funding](#)

[SWP Success Stories](#)

[Web Tools for SWP Planning](#)

