

FACT SHEET: PUBLIC NOTICE FOR WELLHEAD PROTECTION PLANS

Source Water Protection and Assistance Program

WHAT IS A PUBLIC NOTICE?

In order to receive full approval for Wellhead Protection Plan updates, utilities must provide Proof of Public Notice.

Public notice is information alerting citizens of government or government-related activities that may cause a citizen to take action. The important premise is that information about government activities must be accessible in order for people to make well-informed decisions.

Providing public notice of Wellhead Protection Plan development or updates allows water consumers impacted to provide feedback on the plan and be informed about how their actions may impact their drinking water source.

HOW TO PUBLIC NOTICE

Traditionally, public notices are posted in the newspaper, and provide a brief description and information on how to view the plan and make comments.

Example Text:

The Water District has completed an update to the utility's Wellhead Protection Plan (WHPP) in accordance with regulation 401 KAR 4:220. The plan details critical zones for source water protection and identifies known potential sources of contamination to the water supply. A copy of the plan may be obtained by contacting the utility at 502-345-8967 or emailing water@utility.com. The plan may also be viewed online at website.utility.com.



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ALTERNATIVE METHODS

Billing Statements

As an alternative to the newspaper posting utilities may choose to public notice directly by posting information on the customer billing statement:

Example Text:

For information regarding the City of Nortonville's Wellhead protection plan visit <http://website.web.com>.

While many utilities have their own websites to post the plan, the Kentucky Rural Water Association (krwa.org; c.brantley@krwa.org) will also host plans on their website and can provide links to any systems that would like to utilize their service for free.



Noncommunity Systems (Campgrounds, Trailer Parks, Gas Stations, Small Stores)

When providing the information on a billing statement is not an option for a system, the people who will be using the water source still need to be informed about the Wellhead Protection Plan. In the case of many noncommunity systems this can be accomplished by posting a flyer in a public, well-trafficked space. Systems may also wish to post a copy of the Wellhead Protection Plan on their website. The Kentucky Rural Water Association (krwa.org; c.brantley@krwa.org) will also host noncommunity water system plans on their website and can provide links to any systems that would like to utilize their service for free.



Examples of physical posting locations include:

- Campground or trailer park main office
- Public restrooms
- Store bulletin board

If none of these options work for your system reach out to the Source Water Protection Program to discuss further options (Dale Booth, 502-782-6895, dale.booth@ky.gov).



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PROVIDING PROOF OF PUBLIC NOTICE

In order to confirm to the Division of Water that your system has completed the appropriate steps for public notice, please submit via email the following as appropriate:

- A copy of the newspaper notice with the date and name of paper
- A copy of a customer bill with the notice information. Customer information should be blacked out
- A copy of the flyer and a photo of it in place in a public area. Please include a description of the nature of the location (campground office, store bulletin board, etc)
- A screenshot and website address of the posted link on the utilities website

Provide materials to the Source Water Protection Program:

- **Contact:**
Dale Booth
- **Email:**
Dale.Booth@ky.gov
- **Address:**
300 Sower Blvd,
Frankfort, KY 40601



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Example Flyer:

Complete only for NONCOMMUNITY water system and place in a conspicuous location

Wellhead Protection Plan Notice

for **SYSTEM NAME**

PWS #: PWS ID #

In accordance with regulation 401 KAR 4:220 **SYSTEM NAME** has submitted a Wellhead Protection Plan (WHPP) to the Division of Water. This regulation requires all public water systems using groundwater as a source of drinking water to submit a WHPP to the Division of Water. The WHPP will determine the area(s) to protect, identify potential sources of contamination, and provide management strategies to ensure safe drinking water. Please notify **CONTACT PERSON** if you observe any spills, leaks or other contamination in this area. The WHPP can be reviewed at this **WEBSITE** or a copy can be requested from the Kentucky Division of Water. If you have additional questions concerning the Wellhead Protection Program, please feel free to contact 502-564-3410.

