



2021 Water Conservation Plan Checklist

Draft WCP Plan Due July 15, 2021

Water Conservation Plans (WCP) contain descriptions of the water system (System), water use history and projections, new and ongoing practices promoting system and consumer efficiency and a report on progress made towards reaching goals set in the previous WCP. Systems are unique and reviewed on an individual basis. In order to facilitate meeting the requirements of the Water Conservation Plan Act ([73-10-32, UCA](#)), we have created the following checklist:

- Clearly state overall water use reduction goal and an implementation plan System profile
- Supply information
- Water measurement
- System water loss
- Water Use
- Water conservation practices

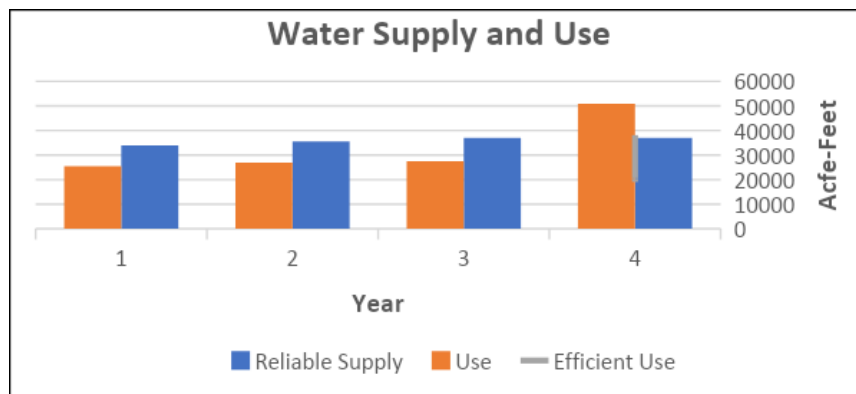
Details to include for each of the featured units are explained in the following pages.

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System Profile

- Provide a map of the current service area. If needed, please email waterwise@utah.gov and the Division of Water Resources GIS Team will be happy to assist you.
- List number of M&I water connections, categorized by type: (Residential/Domestic, Commercial, Institutional, Industrial, Unmetered)
- Chart current water supply, categorized by source (Wells, Springs, Surface, Purchased, Exchanged)
- Provide a comparison graph, which includes a) reliable supply through 2060 b) current water use projections and c) efficient use. Example below:



- If after reaching conservation targets, use exceeds supply, list future water sources and cost projections
- Describe when applicable, occurrences of groundwater depletion, aquifer recharge (artificial and natural) and storage and recovery practices
- The most accurate population data is now supplied by the Kem C. Gardner Institute (<https://gardner.utah.edu/demographics/>)

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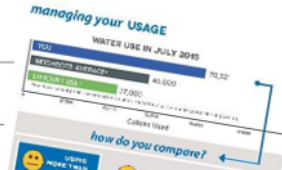
System Water Loss Control

- List leak detection and repair methods, include details on a loss prevention plan if applicable
- List water (by volume: acre-feet or M gallons) and revenue losses and the control practices implemented to minimize both. If utilizing the AWWA Free Water Audit Software© please list water audit validity grade. For more info:

<https://www.ims-awwa.org/members/group.aspx?code=WaterLossControl>

- List current water measurement methods and practices. (percent of metered connections by type, reading frequency, calibration schedule, new development laws & replacement schedule)

Billing

<u>Increasing Rate Structure</u>		
Basic	Intermediate	Advanced
Metered Rates	Water-Budget Based Billing	Advanced Pricing Methods
Cost of Service Billing & User Charges	Informative Water Bill	
Understandable Water Bill	Educational Inserts	

- List current tiered pricing structure(s). ([UT S.B. 28 2016](#))



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Water Use

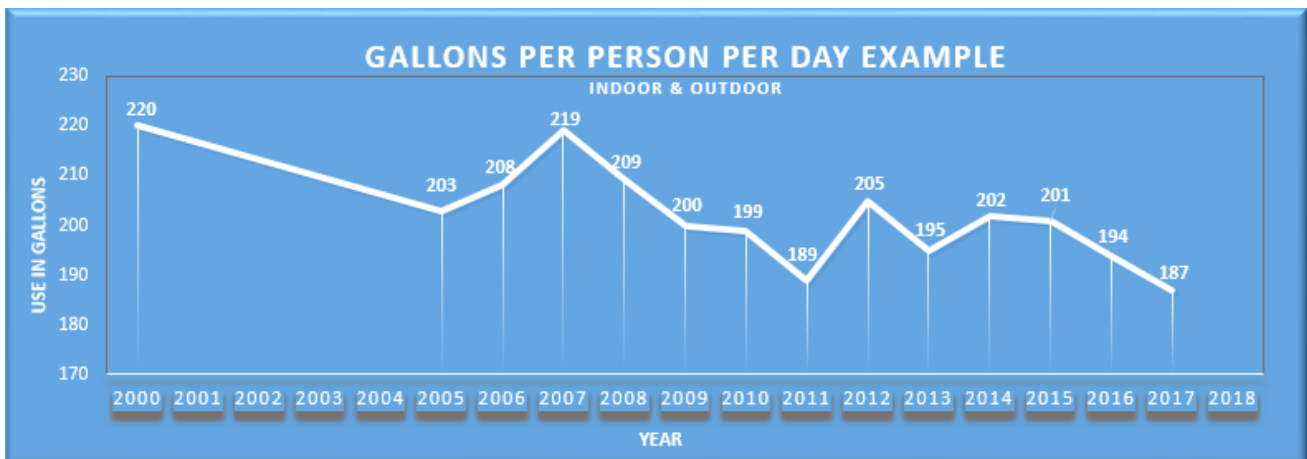
- Gather 2005–current records of potable and non-potable water use by sector and service area population. Please check for accuracy and consistency with what is submitted to Water Rights at: www.waterrights.utah.gov/wateruse/WaterUseList.asp
- List current total potable and non-potable water deliveries by volume (please specify volume: acre-feet or gallons) categorized by type (residential/domestic, commercial, institutional, industrial, wholesale and unmetered)
- Chart current per capita water use in gallons per capita per day (GPCD) by type and use: (Total water deliveries/365/Total service area population=GPCD). Example:

	Indoor (Winter Use)	Potable (Outdoor)	Non-Potable (Secondary)	Total
Residential	50	47	31	128
Commercial	26	8	6	40
Institutional	4	14	10	28
Industrial	6	0	0	6
Total	96	89	56	202

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- Graph your water efficiency progress:
 - Take 2005–today, total potable and non-potable water use by sector and population records and go to www.conservewater.utah.gov/compliance.html for a Conservation Goal Calculator and Graph. Then input data and produce a graph for WCP. Example below:



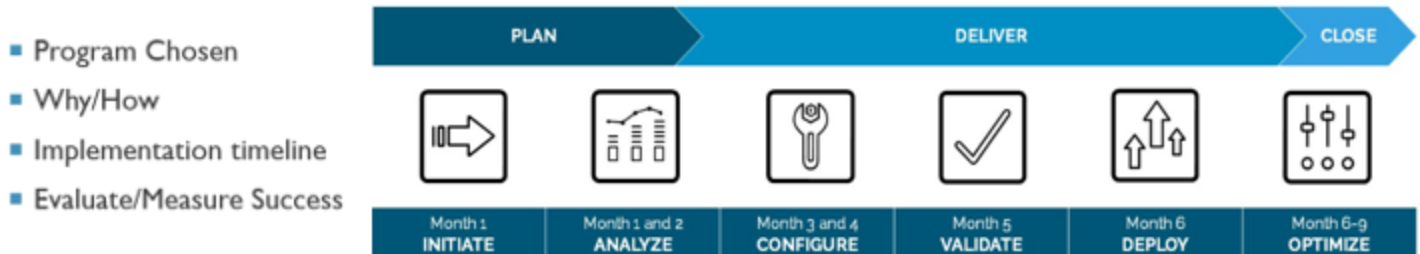
Conservation Practices

Utilities are encouraged to review and apply their region’s Regional Water Conservation Goal (these goals have replaced the Governor’s goal of 25% reduction by 2025). More information on Regional Goals can be found at <https://water.utah.gov/regional-conservation-goals/>

- Clearly state overall water use reduction goal and an implementation plan for the water conservation measure(s) chosen to implement, including a timeline for action and an evaluation process to measure progress
- Provide new BMPs that will be implemented for the next five years. When implementing new practices provide an implementation timeline and an evaluation process to measure progress • BMP options at www.conservewater.utah.gov/compliance.html
- Provide a summary of the progress made towards goals and BMPs from the previous WCP

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- Provide names and contact information for those responsible for meeting efficiency goals (example: administrative staff, conservation coordinator(s), conservation committee, mayor, town council and/or board members)
- List current conservation BMPs and evaluate effectiveness of programs, outreach, education, etc.
 - List and detail all Conservation Public Awareness practices implemented
 - List and detail all Education/Training practices implemented
 - List and detail all Rebates/Incentives/Rewards currently implemented
- List and detail conservation Ordinances & Standards currently implemented
 - Water Waste Prohibition
 - Model Landscape Ordinance
 - Water Shortage Plan
 - Drought Plan
- List Reviews or Updates to City Codes/Requirements pertaining to
 - Greywater, Rainwater, Groundwater Recharge
 - Construction Standards/Building Codes
- New Development Requirements. As developers build new communities do you have water efficiency requirements i.e. outdoor landscape requirements? If not, why?



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Next Steps

- After draft Water Conservation Plan is completed, submit it to waterwise@utah.gov
- The Division of Water Resources will review draft Plan and return feedback
- Make any changes following feedback
- After receiving approval from the Division of Water Resources to move forward with Public/Board/Council Adoption, hold a public meeting to adopt the Water Conservation Plan.
- Following adoption, please email the following to waterwise@utah.gov:
 - ❑ Final approved Water Conservation Plan
 - ❑ Water Conservation Plan Resolution/Adoption signatures
 - ❑ Public meeting notice & meeting minutes

Water Conservation Plans must be adopted by December 31, 2021

If the Division of Water Resources can be of further assistance, please contact us at waterwise@utah.gov