Utah Department of Natural Resources

Water Resources

2025 Water Conservation Plan Guide

The Water Conservation Act requires each water conservancy district and public water system with over 500 culinary connections to submit a water conservation plan to the Division of Water Resources and update it every five years. The Division reviews these plans and works with suppliers to improve conservation. Non-compliant water systems are ineligible for state loans or funding. These plans contain existing and proposed water conservation measures that outline how the entity and the end culinary water user will conserve water and limit or reduce its per capita consumption so that adequate water supplies are available for future needs. To facilitate meeting the Act requirements, WCP's must be adopted by **December 31, 2025**. A draft is requested by **July 15, 2025**, and it is recommended to follow this checklist:

❏ Water Conservation Goal and Implementation Plan ❏ Supply Information
❏ Billing ❏ System Water Loss ❏ Water Use and Measurement
❏ Water Conservation Practices

Details for each are explained in the following sections.

Water Conservation Goal and Implementation Plan

A clearly stated overall water use reduction goal and implementation plan for conservation measures are required. The implementation plan must include a timeline for action and an evaluation process to measure progress.

As part of a water conservation plan, a water provider **shall adopt** one of the following:

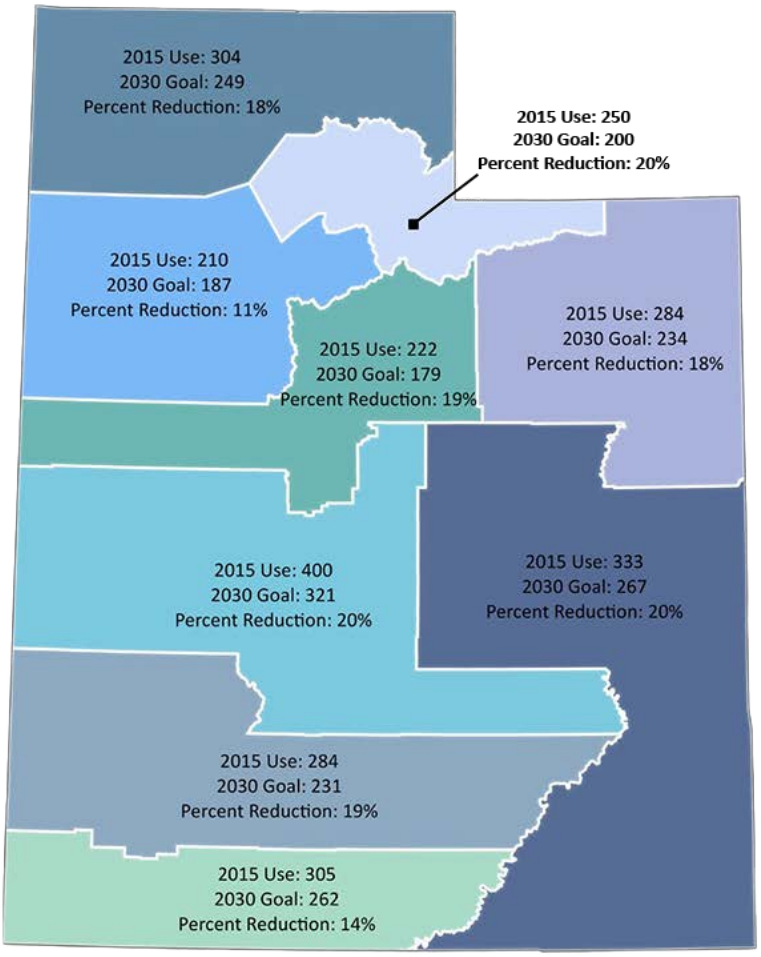
A. the regional water conservation goal applicable to the water provider;

B. a water conservation goal that would result in more water being conserved than under the regional water conservation goal; or

C. a water conservation goal that would result in less water being conserved than would be conserved under the regional water conservation goal with a reasonable justification as to why the different water conservation goal is adopted and an explanation of the factors supporting the reasonable justification. Factors include demographics, geography, lot sizes, make-up of water service classes, or availability of secondary water.

Draft Due: July 15, 2025
Adopted Plan Due: December 31, 2025
Send to: WaterWise@utah.gov

M&I Water Conservation Regions
2015 Use vs. 2030 Goals



A regional approach allows the goals to be tailored for nine different regions and takes into account climate, elevation and each region's characteristics.
Note: Use is measured in gallons per capita per day.

More information on Regional Goals can be found here.

System Profile and Supply Information

- Provide a map of the current service area

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- List number of municipal and industrial (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
- 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

Billing

- Please include a copy of the system's water rate structure in the WCP. For a retail water supplier, as defined in Section 19-4-102, the retail water supplier's rate structure that is:

  (A) adopted by the retail water supplier's governing body in accordance with Section 73-10-32.5; and

  (B) current as of the day the retail water supplier files a water conservation plan.

System Water Loss

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

Water Use and Measurement

- Gather records of potable and non-potable water use by sector and service area population from 2005 to the current year.
- Check for accuracy and consistency with data annually submitted to Water Rights
- List current total potable and non-potable water deliveries by volume (please specify volume in acre-feet or gallons) categorized by type (residential/domestic, commercial, institutional, industrial, wholesale and/or unmetered)
- Graph your water efficiency progress:
    - Use data from 2015 to today of total potable and non-potable water use by sector and population records to produce a graph.

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    - The most accurate population data is now supplied by the Kem C.Gardner Institute. Division of Water Resources can help with estimates by emailing waterwise@utah.gov
- 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 on next page:

	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**

Water Conservation Practices

- Provide new Best Management Practices (BMPs) that will be implemented for the next five years. Include an implementation timeline and an evaluation process to measure progress
    - BMP examples Link
- Provide a summary of the progress made towards goals and BMPs from the previous WCP
- **List current conservation BMPs and evaluate the effectiveness of programs, outreach, education, etc. List and detail all**
    - Conservation public awareness practices
    - Education/training practices
    - Rebates/incentives/rewards
    - Conservation ordinances & standards
    - Water waste prohibition
    - Model landscape ordinances
    - Drought contingency plan
- Reviews or Updates to City Codes/Requirements pertaining to
    - Greywater, rainwater, groundwater recharge, construction standards/building codes, new development requirements and water efficiency standards

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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)

Next Steps

❏ After the draft WCP is completed, please email it to waterwise@utah.gov
❏ The Division of Water Resources will review the draft WCP and return feedback. Make any changes following feedback
❏ After making any required changes, hold a public meeting to adopt the Water Conservation Plan

Public Meeting Requirements

Before adopting or amending a water conservation plan, a water provider shall hold a public meeting with reasonable, advance public notice

- The water provider shall provide public notice at least 14 days before the public hearing
- A water provider meets the requirements of reasonable notice required if the water provider posts notice of the public hearing in at least three public places within the service area of the water provider and:
  - A) if the water provider is a public entity, posts notice on the Utah Public Notice Website
  - B) if the water provider is a private entity and has a public website, posts notice on the water provider's public website
- If notice is not challenged within 30 days from the date of the public hearing for which the notice was given, the notice is considered adequate and proper

❏ Following adoption, please email the following to waterwise@utah.gov:

- Final approved Water Conservation Plan
- Water Conservation Plan Resolution/Adoption signatures
- Public meeting notice & approved meeting minutes

❏ Post the water conservation plan on a public website

- If the water provider does not have a public website, make the plan publicly available upon request

Questions:

Utah Division of Water Resources
waterwise@utah.gov
801-946-7168 (Josh Zimmerman, Conservation Coordinator)

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