

STATE OF CONNECTICUT DEPARTMENT OF PUBLIC HEALTH  
DRINKING WATER SECTION

Phase 1-A Certificate of Public Convenience and Necessity (CPCN) Application:  
Community Water System

---

**FILING INSTRUCTIONS**

- I. **WHERE TO FILE:** Applications should be sent to: [DPH.SourceProtection@ct.gov](mailto:DPH.SourceProtection@ct.gov)
- II. **WHAT TO FILE:** Applicant must submit the Application, Exhibits, Affidavits, and any other attachments. All attachments, including Exhibits and Affidavits, should be clearly identified. All pages attached should be numbered in sequential order.
- III. **APPLICATION FORM:** The Application is available on the [Department's web site](#). Other forms as noted in the application are available [here](#).
- IV. **ELECTRONIC FILING:** The Application is formatted as a form, enabling Applicant to enter the information in the appropriate fields. Applications should be submitted to [DPH.SourceProtection@ct.gov](mailto:DPH.SourceProtection@ct.gov)
- V. **QUESTIONS:** Questions regarding filing procedures should be directed to [DPH.SourceProtection@ct.gov](mailto:DPH.SourceProtection@ct.gov)
- VI. **GOVERNING LAW:** The granting of a Water Certificates of Public Convenience and Necessity is governed by Section 16-262m of the General Statutes of Connecticut. These statutes are available on the [Department's web site](#).

**Phase 1-A Certificate of Public Convenience and Necessity (CPCN) Application:  
Community Water System**

**Section A. Project & Applicant Information**

**Section A-1. Project Information**

Project Name: \_\_\_\_\_  
Project Address: \_\_\_\_\_

**Section A-2. Applicant Information**

Applicant Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Phone Number: \_\_\_\_\_  
Fax Number: \_\_\_\_\_  
E-mail Address: \_\_\_\_\_

**Section A-3. Professional Civil Engineer (PE) Information**

PE Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Address: \_\_\_\_\_  
E-mail: \_\_\_\_\_ Phone: \_\_\_\_\_

**Section B. Proposed Scope of Service**

**Exhibit B-1. Proposed Water System Project and Outlay**

Provide a description of the water system project and proposed service area.

Attached

**Exhibit B-2. Feasible Interconnection**

Is there a feasible interconnection of the proposed water system to an existing regulated public service or municipal water utility or regional water authority?

Yes, see attached     No, see attached

**Exhibit B-3. Service Area (WUCC)**

List the Exclusive Service Area holder for the proposed water system project  
([www.ct.gov/dph/wucc](http://www.ct.gov/dph/wucc)):

**Exhibit B-4. Owner and Operator of the Community Water System**

Provide a description of who will own and operate the proposed community water system after construction.

Applicant     Municipal Water Utility     Private Water Utility  
 Other:

**Phase 1-A Certificate of Public Convenience and Necessity (CPCN) Application:  
Community Water System**

**Section C. Engineering Data**

**Exhibit C-1. Site Plan and Specifications for Water Sources**

Provide a site plan and specifications for all water sources that document appropriate well location and ownership or control of land. There shall be at least two wells shown on the plan and a reserve site for additional wells, as needed. A DPH Public Water System Application for Well Site Suitability form must be submitted for each proposed source of supply and submitted in Exhibit D-1.

Attached

**Exhibit C-2. Utility Plan of Existing Utilities**

Provide plans showing the relationship of the proposed water system to the sanitary sewage and storm drainage facilities, and indicating the distances from the proposed wells; wetlands and watercourses, observation wells; contour lines, customer premises, and sanitary sewage, storm drainage and septic facilities.

Attached

**Exhibit C-3. Location Plan Map of Service Areas**

Provide a location plan map showing the location and extent of service areas of any existing community water system or other water purveyor within one linear mile of any portion of the proposed system and identifying all adjacent entities or property owners. The map should also indicate any known probable future building areas (as filed with the Town Planning & Zoning Commission) which might reasonably be served by main extensions of the subject system.

Attached

**Exhibit C-4. Quantity of Water Required for Project**

Provide an evaluation of the quantity of water necessary to provide an adequate supply at required pressures to existing and projected customers, including probable future building areas, during periods of average and peak demands for at least 15 years after construction.

Attached

**Exhibit C-5. Sanitary Survey of Past and Present Pollution Sources**

Provide a sanitary survey evaluation of pollution sources (present and past), such as, but not limited to: sanitary sewage, cemeteries, landfills, salt storage and commercial and industrial facilities, which might affect the groundwater quality.

Attached

**Exhibit C-6. Groundwater Quality and Subsurface Soils Classification**

Provide a description of the groundwater quality as classified by the CT Department of Energy and Environmental Protection and subsurface soils as classified by the United States Department of Agriculture – National Resources Conservation Service for the project area.

Attached

**Phase 1-A Certificate of Public Convenience and Necessity (CPCN) Application:  
Community Water System**

**Exhibit C-7. Plan for Controlling Pollution Sources**

Provide a plan for controlling pollution sources which might affect the wells.

Attached

**Exhibit C-8. Sampling, Testing, and Water Quality, Procedures**

Provide a description of the procedures, methods, schedule and location, for conducting required sampling, testing, and reporting on yield testing and water quality.

Attached

**Exhibit C-9. Topographical Map**

Provide a topographical map showing the relationship and location of the proposed project to the surrounding area.

Attached

**Exhibit C-10. Fire Protection Requirements**

Provide a letter from the town (Fire Marshal) where the project is located indicating whether or not fire protection facilities are required to be included in the design of the water system. If fire protection is to be required, the letter from the town should indicate the number of hydrants required to serve the project as well as the minimum distance allowed between hydrants.

Yes, Attached     No (Provide Details)

**Exhibit C-11. Water Utilities within the Area of Proposed Water System**

Provide letters from all regulated public service or municipal water utilities or regional water authorities within one linear mile of the applicant's project expressing willingness or unwillingness to serve as water supplier to the applicant's project.

If a water utility expressed willingness to serve, the letter submitted shall include the proposed manner of service and cost, via main extension, or satellite ownership. The letter shall discuss the alternative of the water utility owning and operating the system as a non-connected satellite system; the linear footage, size of pipe, material, and cost of a main extension including service connections, if such extension were required to be constructed; and indication of any additional supply, storage and booster facilities, and their related costs, that are necessary to provide proper water service.

Yes, Submitted     No (Provide Details)

**Phase 1-A Certificate of Public Convenience and Necessity (CPCN) Application:  
Community Water System**

**Exhibit C-12. Water Utility Coordinating Committee (WUCC)**

If the applicant's project is located in an area where there is an adopted coordinated plan, in accordance with Secs. 25-33c - 25-33j, inclusive, of the General Statutes of Connecticut, the water utility expressing willingness to serve the applicant's project must do so, in conformance with the established plan with full regard to exclusive service areas and satellite ownership and management stipulations.

If a WUCC has been convened for the appropriate management area, but does not yet have an approved coordinated plan, the applicant should furnish a letter from the committee indicating that the project is conceptually agreeable to it.

Letters or additional information shall be provided as Exhibit C-12.

Yes, Attached     No (Provide Details)

**Exhibit C-13. Ownership of the Proposed Water System**

Provide the name of an existing regulated or municipal water utility or regional water authority which will own, operate, and maintain the final constructed water supply facilities if they are to remain as a non-connected satellite system.

Attached

**Exhibit C-14. Signed Agreement of Ownership**

A signed agreement between the developer of the water system and the existing regulated public service or municipal water utility or regional water authority indicating that the final constructed water supply facilities will be dedicated to that utility. With a regulated public service company such agreement will specify any refunds that the developer may be entitled to for each service connection made to the community water system.

The utility will be expected to receive from the developer an itemized breakdown of the actual costs of the water system facilities so that proper accountability and rate making treatments (if applicable) can be afforded to the utility by the PURA.

The signed agreement must be attached for the Phase 1-A application to be deemed complete.

**Phase 1-A Certificate of Public Convenience and Necessity (CPCN) Application:  
Community Water System**

**Section D. Other Information**

1. Provide a completed copy of the [DPH Public Water System General Application for Approval](#).  
 Attached
  
2. Provide as Exhibit D-2, a copy of a [DPH Capacity Evaluation form](#).  
 Attached
  
3. Provide as Exhibit D-3, the name and certificate number of the proposed water system certified operator.  
 Yes, Attached     No (Provide Details)
  
4. Does this application contain material that the Applicant seeks to keep confidential pursuant to Connecticut's Freedom of Information Act?  
 Yes     No
  
5. Does this application contain requests for waivers of any requirements?  
 Yes     No
  
6. Is additional information attached?  
 Yes    If so, explain \_\_\_\_\_  No