



COMMONWEALTH OF MASSACHUSETTS  
EXECUTIVE OFFICE OF ENVIRONMENTAL AFFAIRS  
DEPARTMENT OF ENVIRONMENTAL PROTECTION  
ONE WINTER STREET, BOSTON, MA 02108 617-292-5500

ARGEO PAUL CELLUCCI  
Governor

JANE SWIFT  
Lieutenant Governor

BOB DURAND  
Secretary

LAUREN A. LISS  
Commissioner

**Review Of Water Conservation Plans Submitted**  
**By Public Water Suppliers For Water Management Permits**  
(Year 2000 Printing)

Effective Date: 6-22-90  
Program Applicability  
Supersedes Policy, SOP or Guidance #:  
Approved by: David Y. Terry

**Policy, SOP or Guideline # 89-04**

This policy is adopted to provide for consistent review of water conservation plans submitted by public water suppliers. The policy provides guidance on what constitutes a completed plan, and procedures for treating permit applications that do not have completed water conservation plans.

It is the policy of the Department that:

1. Public water suppliers may fulfill their obligation to submit a water conservation plan if a permit application includes a completed part one of the Water Resources Commission's Water Conservation Plan.
2. To complete the Plan, the applicant should fill out all seven sections and the "Plan of Action" table, including questions about time frames and dollar costs of proposed actions. Applicants who have not filled out the form or have done so incompletely will be notified that the deficiencies must be corrected by the applicable completion date.
3. Failure to submit a complete plan will result in the imposition of a DEP designed conservation plan as a permit condition.
4. A plan should contain, for at least five of the seven goals listed, proposals for achieving recommended actions, evidence of previous completion, or an explanation of why they are inappropriate. Goals should be achieved within five years although special circumstances may cause longer or shorter time frames. Customer metering will be expected within 10 years.

The applicants plan should include proposed actions to address the following situations if they exist, or explain why they can't be addressed:

- Less than 25% of customers metered
  - More than 100 residential gallons per capita per day
  - More than 200 total gallons per capita per day
  - More than 15% unaccounted for water
5. If the Plan of Action submitted by the applicant meets the review criteria it will be included as a permit condition. DEP may also impose additional requirements as permit conditions.

6. The Department will not deem a permit application to be incomplete if it does not include a Water Resources Commission Water Conservation Plan. The Department will assume the applicant does not have a plan and will include a plan designated by DEP as a permit condition.

Adopted: 6-11-90

Effective: 6-22-90

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David Y. Terry, Director  
Division of Water Supply