Oregon Health Authority, Drinking Water Services

Plan Review requirements for Master Plans at existing or new public water systems.

The requirements apply to master plans for existing and new Community water systems with 300 or more connections. Other water systems (Community with less than 300 connections), Non-Transient Non-Community, Transient Non-Community, and Non-EPA (aka State Regulated) water systems, which are defined on page 5, may also prepare a master plan and submit the document for review. Two sets of information are provided below, ‘short’ and ‘long’ instructions. The short instructions are abbreviated. If you are unfamiliar with the plan review process, it is strongly recommended you read the long instructions.

For assistance, call (971) 673-0405, fax (971) 673-0694, or email dws.planreview@state.or.us.

SHORT INSTRUCTIONS:

The following shall be submitted to OHA-DWS for review and approval:

1. One copy of a final master plan prepared by an Oregon Professional Engineer. The document must be stamped by the engineer.
2. The appropriate plan review fee. For community water systems (regardless of number of connections), the review fee is $750.00. For Non-Transient Non-Community, Transient Non-Community and Non-EPA (aka State Regulated) water systems, a $150.00 plan review fee is required. For a current fee schedule, check http://healthoregon.org/pwsplanreview.

The fee check should be made payable to: ‘OHA Drinking Water’.

Specific Requirements

1. The master plan shall evaluate the needs to the water system for at least a 20-year period and shall include at a minimum all of the required elements outlined in Oregon Administrative Rule (OAR) 333-061-0060 (5).

2. Based on the submitted information, OHA-DWS may send a letter to the water system indicating that OHA-DWS concurs with the master plan. If the master plan is missing required elements outlined above, then OHA-DWS will notify the water system, or engineer, as appropriate. The water system, or engineer, will need to submit a revised document with the required missing elements in order for OHA-DWS to be able to concur with the master plan.

END OF SHORT INSTRUCTIONS