



**EXEMPTION  
DRINKING WATER FACILITIES  
INSTRUCTIONS**

**INSTRUCTIONS**

Please complete and sign the form to obtain an Exemption for the drinking water facilities in accordance with Arizona Administrative Code (A.A.C.) R18-5-505(B)(3)(4).

- 3. An existing public water system shall be exempt from the plan review requirements of this Article if the public water system is in compliance with this Chapter or is making satisfactory progress towards compliance under a schedule approved by the Department if the applicable structural revision, addition, extension, or modification:
  - a. Has a project cost of \$12,500 or less; or
  - b. Is made to a water line that:
    - i. Is not for a subdivision requiring plat approval by a city, town, or county;
    - ii. Has a project cost of more than \$12,500 but less than \$50,000; and
    - iii. Has a design that is sealed and signed by a professional engineer registered in Arizona and the construction of which is reviewed for conformance with the design by a professional engineer registered in Arizona.
- 4. Upon completion of a project exempt from the plan review requirements of this Article pursuant to subsection (B)(3), the public water system shall submit a notice of compliance which contains:
  - a. A fair market value cost estimate for the project,
  - b. The name of the design engineer and the review engineer, and
  - c. The project completion date and the total construction time.

**GENERAL APPLICATION PROCESS**

- 1. Submit this completed Exemption application and appropriate supplemental information as identified below to [WQD\\_DWSER@azdeq.gov](mailto:WQD_DWSER@azdeq.gov).

Please see the Delegated Agencies for Public Water System document to determine where to submit your application, if applicable (county, city, or ADEQ regional office).  
[http://static.azdeq.gov/er/dw\\_delegation\\_agencies.pdf](http://static.azdeq.gov/er/dw_delegation_agencies.pdf)

**SUBMITTAL REQUIREMENTS**

	<b>Document Description</b>
	<b>Exemption Application (this application)</b>
	<b>PE Stamped Construction Plans (for Post-Construction Exemption if more than \$12,500)</b>
	<b>Invoices and Receipts (for Post-Construction Exemption)</b>

- 2. There are no fees associated with submitting an Exemption.
- 3. Satisfy any deficiency requests arising from the Department’s review of the submitted information.
- 4. Receive an Exemption Letter from the Department authorizing use of the drinking water facility.



EXEMPTION DRINKING WATER FACILITIES

1 Project Information

Project Name:
Project Description:
Project Location:
Date Construction Started:
Proposed Start-Up Date:
Total Construction Time
Date Construction Completed:
Public Water System (PWS) Number: AZ04

PWS is in Compliance with Safe Drinking Water Act (SDWA) or making progress toward compliance

2 Applicant

Name:
Title:
Mailing Address:
E-mail Address:
Phone:
Firm Name:
City:
State:
Zip:

3 Engineer

Name:
Arizona BTR Registration Number:
Title:
Mailing Address:
E-mail Address:
Phone:
Firm Name:
City:
State:
Zip:

Please check the box for either pre-construction exemption or post-construction exemption and select or fill in the fields. Pre-construction exemptions are only approved when required by the Arizona Corporation Commission and require a post-construction exemption to be completed when the project is finished. Post-construction exemptions do not need pre-construction exemptions (except in cases as stated previously) and are only approved after the project has been completed within the project cost requirements.

4 Pre-Construction Exemption (only when required by the Arizona Corporate Commission)

Estimated Cost (Materials, Labor, Equipment):

5 Post-Construction Exemption

Project cost is \$12,500 or less
Waterline project cost is between \$12,500 and \$50,000
Construction Plans attached, sealed and signed by PE registered in AZ (if project is over \$12,500)
Invoices and Receipts attached

6 Signature

I, \_\_\_\_\_, certify the above identified information as true and correct. The materials utilized and the installation and construction of those materials are in conformance with the plans, specifications, and applicable rules, engineering bulletins, and standards.

I certify that this project is not for a subdivision and has not been split to meet the exemption requirements.

Signature: \_\_\_\_\_