



DEPARTMENT OF ENVIRONMENT AND CONSERVATION  
DIVISION OF WATER SUPPLY

**WELLHEAD PROTECTION CHECKLIST  
FOR SMALL COMMUNITY & NONCOMMUNITY SUPPLIES**

Complete all parts of this checklist. Enter "N/A" if an answer is unknown or if an item is not applicable.

**General Information**

- 1. Small Water System or Church Name: \_\_\_\_\_
- 2. System or Church Mailing Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- 3. PWSID#: \_\_\_\_\_
- 4. Phone: (\_\_\_\_) \_\_\_\_\_
- 5. Primary Contact: \_\_\_\_\_  
(person responsible for water quality)
- 6. Directions to your location: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Well or Spring Information**

- 7. Number of wells or springs: \_\_\_\_\_
- 8. Approximate year drilled: \_\_\_\_\_
- 9. Driller's name: \_\_\_\_\_
- 10. Depth of each well: \_\_\_\_\_
- 11. Number of people served by wells or springs: \_\_\_\_\_
- 12. Estimate the amount of water used each month: \_\_\_\_\_
- 13. How is the water used? \_\_\_\_\_
- 14. Topographic quadrangle map name: \_\_\_\_\_
- 15. Are well logs available for the wells? YES \_\_\_\_\_ NO \_\_\_\_\_  
If yes, include a copy(ies) as part of this report.
- 16. Is the well inside a wellhouse? YES \_\_\_\_\_ NO \_\_\_\_\_
- 17. Are any chemicals or gasoline stored inside the wellhouse? YES \_\_\_\_\_ NO \_\_\_\_\_  
If yes, list all which apply: \_\_\_\_\_
- 18. Is fertilizer or weedkiller used in the vicinity of the wells? YES \_\_\_\_\_ NO \_\_\_\_\_  
If yes, list all which apply: \_\_\_\_\_
- 19. Estimate the distance from the septic tanks (or field lines) to the water wells (or springs): \_\_\_\_\_
- 20. Is the area immediately around the well prone to flooding? YES \_\_\_\_\_ NO \_\_\_\_\_
- 21. Are there any abandoned wells on the property? YES \_\_\_\_\_ NO \_\_\_\_\_  
If yes, indicate the present condition (sealed, capped, etc.): \_\_\_\_\_

**Wellhead Protection Zones**

22. How were Zone 1 (250 ft. radius) and Zone 2 (750 ft. radius) measured (tape, pacing, other)? \_\_\_\_\_  
\_\_\_\_\_
23. Are septic tanks buried in the vicinity of the well/spring? YES \_\_\_\_\_ NO \_\_\_\_\_  
If yes, indicate the following:  
Number of tanks: \_\_\_\_\_  
Age of tanks: \_\_\_\_\_  
Distance to nearest well/spring: \_\_\_\_\_
24. Is heating oil, engine oil or gasoline stored within Zones 1 and 2? YES \_\_\_\_\_ NO \_\_\_\_\_  
If yes, is there evidence of leaking tanks? YES \_\_\_\_\_ NO \_\_\_\_\_
25. What was the land used for before the establishment of the system/church? \_\_\_\_\_  
\_\_\_\_\_
26. Are there environmental concerns in the area? YES \_\_\_\_\_ NO \_\_\_\_\_  
If yes, describe: \_\_\_\_\_
27. How are the grounds maintained (mowed, other)? \_\_\_\_\_
28. Are pesticides used within the wellhead protection zone? YES \_\_\_\_\_ NO \_\_\_\_\_  
If yes, are they stored within the zone? \_\_\_\_\_
29. Has water quality testing shown any positive bacterial results or chemical detections? YES \_\_\_\_\_ NO \_\_\_\_\_  
If yes, describe: \_\_\_\_\_
30. What is the nearest surface water to the well(s) or spring(s)? \_\_\_\_\_
31. In which direction does surface water run-off flow from the well site(s)? \_\_\_\_\_
32. Does the well/spring water get cloudy or muddy after heavy rains? YES \_\_\_\_\_ NO \_\_\_\_\_

**Potential Contaminant Source Inventory**

**33. Land use within Zones 1 and 2**

Agricultural (crop or livestock): \_\_\_\_\_

Animal Waste Lagoons/Barns: \_\_\_\_\_

Industrial/Commercial Operations (gas stations/mechanics, manufacturing facilities, paint shops, machine shops, salvage yards, etc.): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Is there a cemetery on the property? YES \_\_\_\_\_ NO \_\_\_\_\_  
If yes, how far is the cemetery from the well(s) or spring(s)? \_\_\_\_\_

Landfills/Dumps: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Other: \_\_\_\_\_  
\_\_\_\_\_

34. **Geologic Settings**

Sinkholes: \_\_\_\_\_

Disappearing Streams: \_\_\_\_\_

35. **Transportation**

Major Highway(s), Railroad(s) or Airport(s): \_\_\_\_\_

**Contingency Planning**

Enter agency name and phone number:

36. \_\_\_\_\_ County Civil Defense Phone: (\_\_\_\_) \_\_\_\_\_

37. \_\_\_\_\_ County Health Department Phone: (\_\_\_\_) \_\_\_\_\_

38. Tennessee Emergency Management Agency (TEMA) Phone: (\_\_\_\_) \_\_\_\_\_

39. Name of other agency: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

**Sketch and Photographs of Wells/Springs**

40. Include a detailed sketch of the area. (Example is attached.)

41. Regulations require one (1) photograph be taken of the well or spring and eight (8) photographs be taken of the area around each well or spring. Use a magnetic compass to determine the 8 directions around the well/spring (i.e., N, NE, E, etc.). Pictures should show the well/spring in the foreground (bottom of the picture) with the focus on what is behind and beyond the well/spring. Use the attached template for the photographs.

If you have questions concerning this checklist, contact the Division of Water Supply at (615) 532-0191 or 1-800-523-4873.

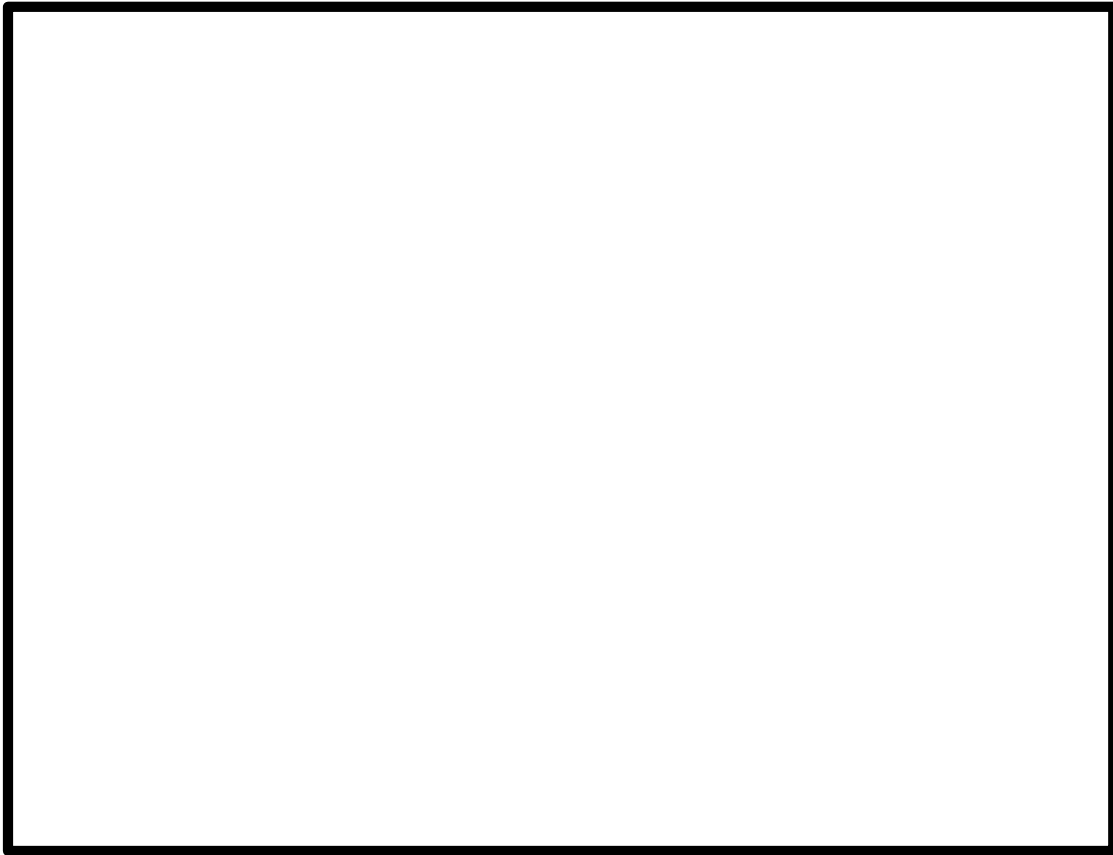
**UPON COMPLETION OF THIS FORM:**

1. Submit the original with the original photographs to:

Division of Water Supply  
6th Floor, L & C Tower  
401 Church Street  
Nashville, TN 37243-1549

2. Submit a copy to the appropriate Environmental Field Office.

3. Maintain a copy for your records.



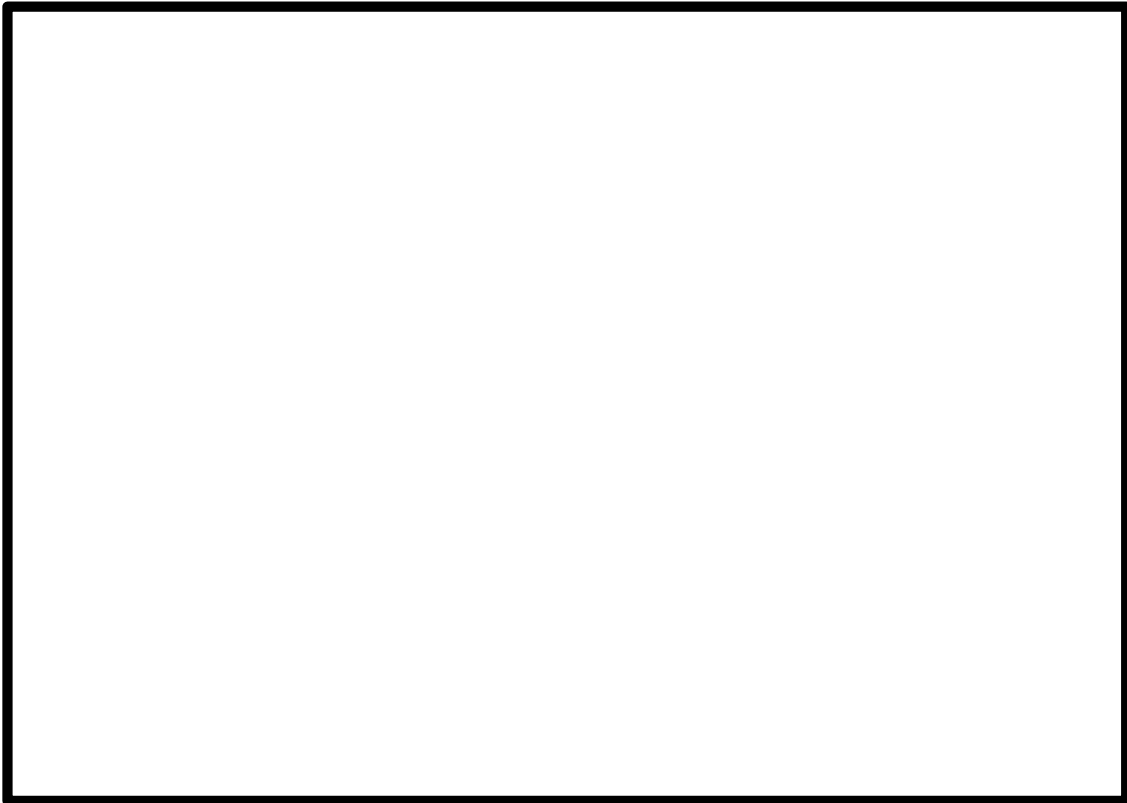
Photograph of Well



Photograph from Well taken to the North



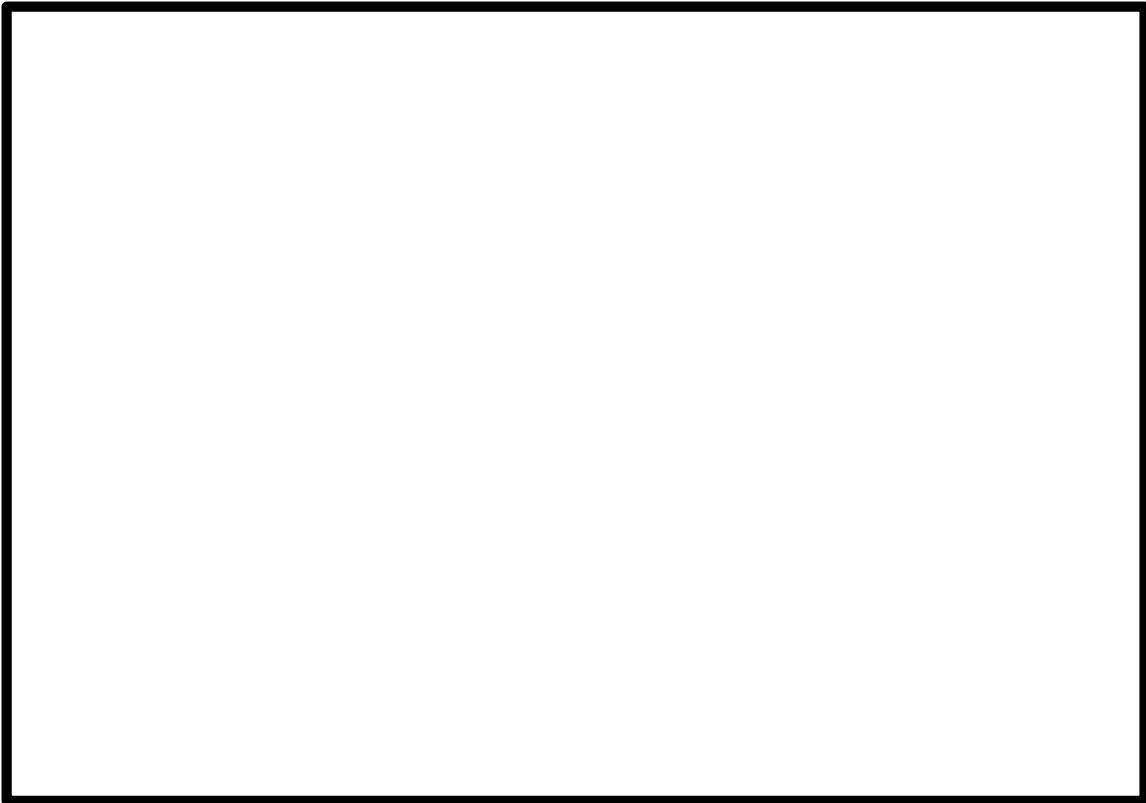
Photograph from Well taken to the Northeast



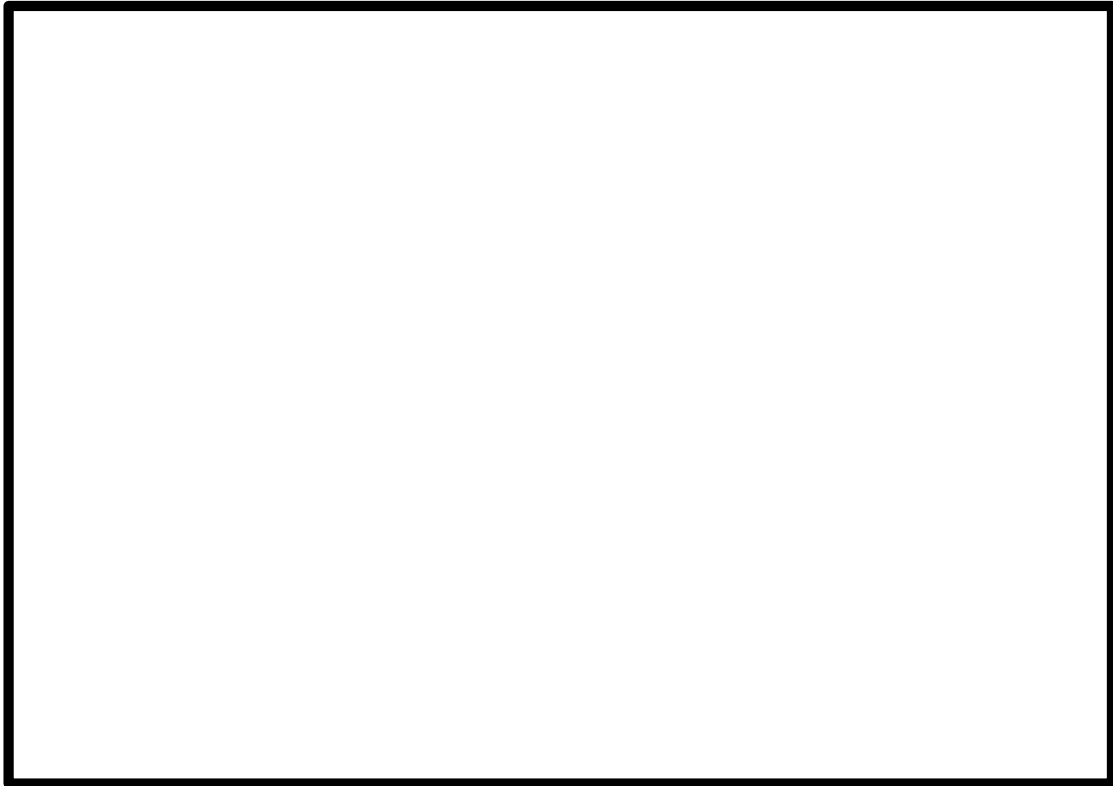
Photograph from Well taken to the East



Photograph from Well taken to the Southeast



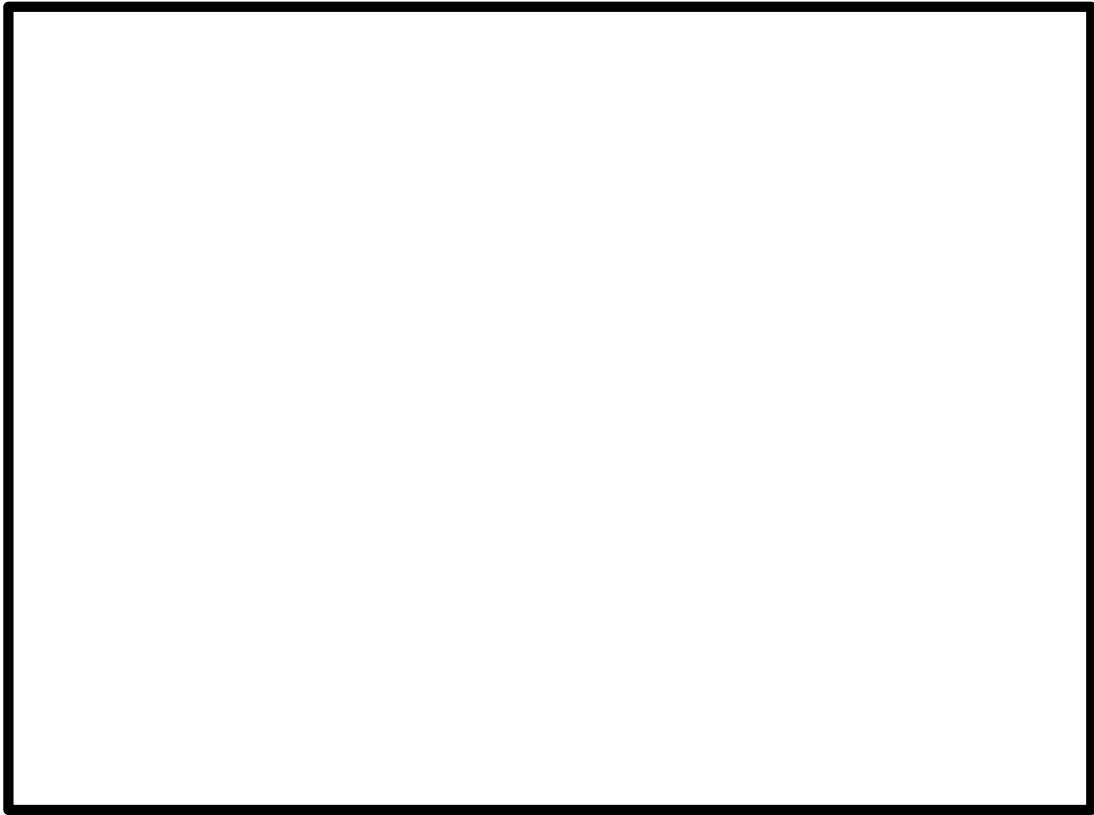
Photograph from Well taken to the South



Photograph from Well taken to the Southwest

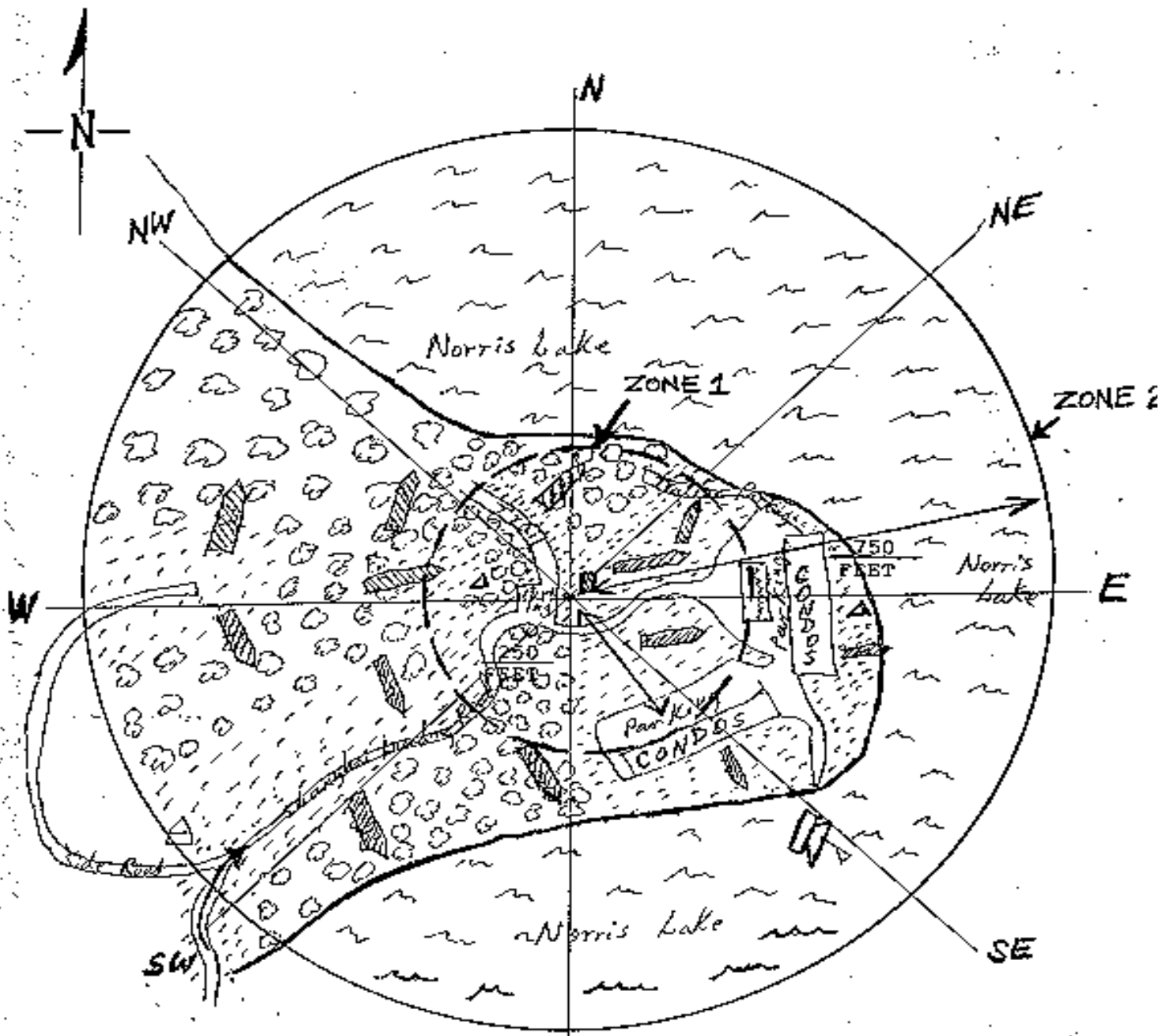


Photograph from Well taken to the West




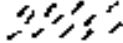





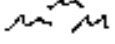



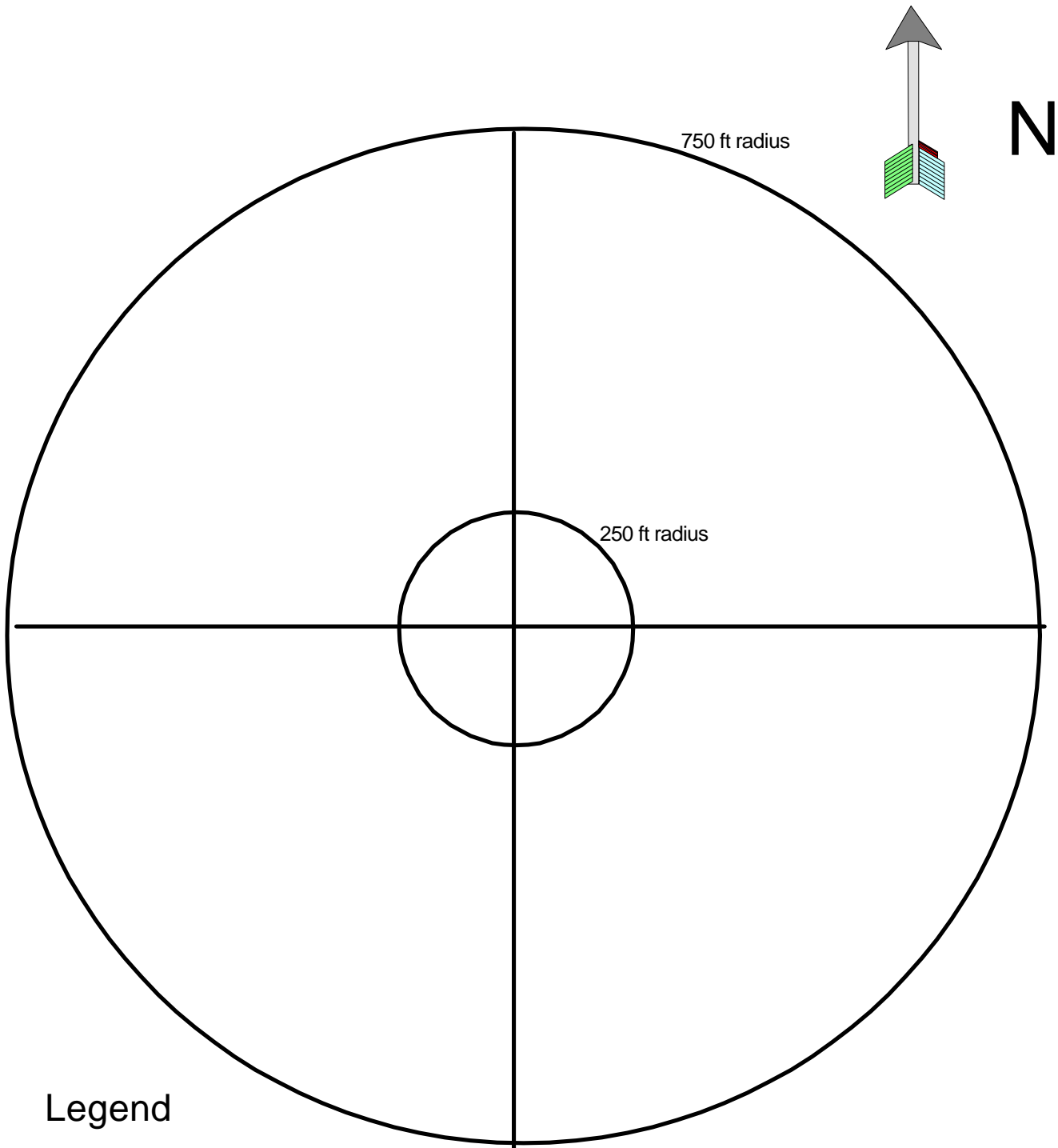
Photograph from Well taken to the Northwest





**LEGEND :**

- |   |                                 |   |                              |
|---|---------------------------------|---|------------------------------|
|  | SURFACE WATER RUN OFF DIRECTION |  | FOREST                       |
|  | HOUSE (condos) or (house)       |  | FIELD, GRASS                 |
|  | BUILDING                        |  | SEPTIC SYSTEM (Litt station) |
|  | SINKHOLE                        |  | Boat Dock.                   |
|  | Swimming Pool                   |  | water (Lake)                 |
|   |                                 |  | well House                   |



## Legend

- |  |                              |
|--|------------------------------|
| House  | Forest                       |
| Building   | Field, Grass                 |
| Sinkhole   | Septic System                |
| Cemetery   | Surface Water (stream/ lake) |
| Underground utility lines (phone switchgear, electric ...) |                              |
| Surface Water Runoff Direction                             |                              |