

# Chapter 9

## Plan Adoption and Submittal

This Section provides information on the requirements for a public hearing, the adoption process for the UWMP, and how to submit the UWMP once adopted.

Near the end of this section, guidance is provided on adoption and submittal of amended UWMPs.

This chapter contains the following sections:

9.1 60 Day Notice Prior to Public Hearing

9.2 Notice of Public Hearing

9.3 Public Hearing

9.4 Plan Adoption

9.5 Plan Submittal

9.6 Public Availability

9.7 Amending an Adopted UWMP

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## 9.1 60 Day Notice Prior to Public Hearing

CWC 10621 (b)

*Every urban water supplier required to prepare a plan pursuant to this part shall, at least 60 days prior to the public hearing on the plan required by Section 10642, notify any city or county within which the supplier provides waters supplies that the urban water supplier will be reviewing the plan and considering amendments or changes to the plan.*

Notification to the cities and counties may be sent at the start of the UWMP revision process, well in advance of the required 60 days prior to the UWMP public hearing.

Notification letters can be addressed to the City Manager or County Administrator for the cities and counties to be noticed.

Consider including the UWMP revision schedule and contact information of the UWMP preparer in the notification.

The supplier is not required to submit the revised plan to the cities or counties with this notification. The notification required is only that the plan is being updated.

The 60 day notification should include the location of where the 2015 UWMP can be viewed.

**Table 1-1 Notification to Cities and Counties**

Name of City(ies) and County(ies)	60 Day Notice (CWC 10621 (b))	Notice of Public Hearing (CWC 10642)
	Check Box	Check Box
	Check Box	Check Box
This Table will be expandable.		

## 9.2 Notice of Public Hearing

### CWC Section 10642

*Prior to adopting a plan, the urban water supplier shall make the plan available for public inspection and shall hold a public hearing thereon. Prior to the hearing, notice of the time and place of hearing shall be published within the jurisdiction of the publicly owned water supplier pursuant to Section 6066 of the Government Code. The urban water supplier shall provide notice of the time and place of hearing to any city or county within which the supplier provides water supplies. A privately owned water supplier shall provide an equivalent notice within its service area.*

### Government Code 6066

*Publication of notice pursuant to this section shall be once a week for two successive weeks. Two publications in a newspaper published once a week or oftener, with at least five days intervening between the respective publication dates not counting such publication dates, are sufficient. The period of notice commences upon the first day of publication and terminates at the end of the fourteenth day, including therein the first day.*

Water suppliers must hold a public hearing prior to adopting the Plan. The public hearing provides an opportunity for the public to provide input to the plan before it is adopted.

The public hearing may take place at the same meeting as the adoption hearing of the governing board. If a water supplier chooses to combine these meetings, the agenda must include the public hearing as an agenda item.

The public hearing must be noticed in a local newspaper as prescribed in Government Code 6066. This notice must include time and place of hearing, as well as the location where the plan is available for public inspection.

## 9.3 Public Hearing

### CWC 10608.26

*(a) In complying with this part, an urban retail water supplier shall conduct at least one public hearing to accomplish all of the following:*

*(1) Allow community input regarding the urban retail water supplier's implementation plan for complying with this part. (2) Consider the economic impacts of the urban retail water supplier's implementation plan for complying with this part. (3) Adopt a method, pursuant to subdivision (b) of Section 10608.20 for determining its urban water use target.*

As part of the public hearing, the supplier shall provide information on the supplier's baseline values, water use targets, and implementation goals required in the Water Conservation Act of 2009. This information is fully explained in Section 4 Baselines and Targets. ([Clickable Link](#))

## 9.4 Adoption

CWC Section (10642)

*After the hearing, the plan shall be adopted as prepared or as modified after the hearing.*

The governing body of the water agency shall consider all public input and make a determination as to whether or not the UWMP shall be modified in response to public comment, or adopted as presented.

Once revisions have been made, if any, the governing board must formally adopt the UWMP.

## 9.5 Plan Submittal

CWC Section (10621(d))

*An urban water supplier shall update and submit its 2015 plan to the department by July 1, 2016.*

CWC Section (10644(a))

*An urban water supplier shall submit to the department, the California State Library, and any city or county within which the supplier provides water supplies a copy of its plan no later than 30 days after adoption.*

The water agency shall submit a CD of its adopted 2015 UWMP to the Department no later than 30 days after adoption and no later than Friday, July 1, 2016, to this address:

Department of Water Resources  
Statewide Integrated Water Management  
Water Use and Efficiency Branch  
P.O. Box 942836  
Sacramento, CA 94236-0001  
Attention: Coordinator, Urban Water Management Plans

If delivered by courier or overnight carrier to DWR, use the following street address instead of the PO Box:

901 P Street  
Sacramento, CA 95814

Provide a cover sheet in the plan with the contact information of the UWMP preparer, and the City Manager or General Manager.

### **Submitting UWMP to the California State Library**

No later than 30 after adoption, the water agency shall submit a CD copy of the adopted 2015 UWMP to the California State Library at:

California State Library  
Government Publications Section  
P.O. Box 942837  
Sacramento, CA 94237-0001  
Attention: Coordinator, Urban Water Management Plans

If delivered by courier or overnight carrier to the State Library, use the following street address instead of the PO Box:

900 N Street  
Sacramento, CA 95814

### **Submitting UWMP to the Cities and Counties**

No later than 30 after adoption, the water agency shall submit a copy of the adopted 2015 UWMP to any city or county to which the supplier provides water. This will also satisfy Water Code Section 10635(b).

## **9.6 Public Availability**

Section (10645)

*Not later than 30 days after filing a copy of its plan with the department, the urban water supplier and the department shall make the plan available for public review during normal business hours.*

State that within 30 days of submitting the UWMP to DWR, the adopted UWMP has been or will be available for public review during normal business hours. For example, a supplier may leave a copy of their plan at the front desk, or post their plan on their website for public viewing.

## 9.7 Amending an Adopted UWMP

CWC Section 10621(c)

*The amendments to, or changes in, the plan shall be adopted and filed in the manner set forth in Article 3 (commencing with Section 10640).*

CWC Section 10644(a)

*Copies of amendments or changes to the plans shall be submitted to the department, the California State Library, and any city or county within which the supplier provides water supplies within 30 days after adoption.*

If the supplier amends and adopted UWMP, each of the steps for notification, public hearing, adoption and submittal must also be followed for the amended plan. The only exception to this is the 60 notification to cities and counties to whom the supplier provides water. The 60 day notification that was sent when the original plan was being developed addresses the requirement.

## UWMP Adoption Process

