

CITY OF WESTMINSTER, MARYLAND

DEPARTMENT OF PLANNING AND PUBLIC WORKS

DROUGHT MANAGEMENT PLAN

July 24, 2006

On July 8, 2002, The Mayor and Common Council of Westminster adopted Ordinance No. 683 which amended Chapter 160 of the Westminster City Code entitled "Water."

In accordance with Section 160-13 of the Westminster City Code, a Drought Management Plan ("Plan") was proposed by the Director of Planning and Public Works ("Director") and approved by The Mayor and Common Council of Westminster by Resolution No. R02-5, on July 8, 2002. On July 24, 2006, The Mayor and Common Council approved Resolution No. R06-18 which amended and revised the Drought Management Plan. This amended Drought Management Plan now governs management of the City of Westminster's water system.

Drought Management Plan

Section 1. Definition

The City of Westminster ("City") has elected to use the U.S. Army Corps of Engineers' definition of drought, which states, "droughts are periods of time when natural or managed water systems do not provide enough water to meet established human and environmental uses because of natural shortfalls in precipitation or stream flow".

It is important to keep in mind that, while maintaining water supplies for human use is an important aspect of drought management, drought can also have many other dramatic and detrimental effects on the environment and wildlife. For instance, water suppliers using surface water sources must remain vigilant to ensure that sufficient flow remains to meet other environmental needs. The following indicators are designed to ensure that the City considers all potential impacts of extended periods of dry weather when evaluating drought conditions.

Section 2. Indicators.

In order to monitor potential drought conditions in a uniform manner, the City will use four indicators of water sufficiency. The indicators are based on the amount of precipitation and the effect of the precipitation (or lack of precipitation) in the hydrologic system. These indicators are:

1. Precipitation levels
2. Stream flows
3. Ground water levels, and
4. Reservoir storage

Indicators will be evaluated by comparing current conditions with normal conditions. In this way, it can be determined if a current deficit is within a commonly experienced range, or whether it is unusually large.

Attachment "A"

Section 3. Assessing Drought.

The City will implement a staged process for defining drought conditions. Drought indicators will be monitored on an ongoing year-round basis, and drought status will be determined on a variable timeframe according to the drought stage. The frequency of evaluation will increase if the drought intensifies as indicated below:

1. Stage 1 – monthly
2. Stage 2 – bi-weekly
3. Stage 3 – weekly or more frequently as needed

Section 4. Stages.

Stage 1 – Green – Conservation Status

This stage applies to normal conditions with adequate rainfall, etc. The City strongly recommends a water conservation goal of 10% during this stage since water is a finite resource. No voluntary or mandatory water use restrictions would be in effect nor will the emergency withdrawal pump be utilized.

Water users are encouraged to follow the simple water conservation practices listed below to reduce water consumption by 10%.

1. Reduce outdoor water use including the watering of lawns and landscaping.
2. Turn-off water when brushing teeth, shaving or shampooing.
3. Use washing machines and dishwashers only when loads are full.
4. Install water saving devices in the home, such as low-flow toilets.
5. Check every faucet and toilet in the home or at work and repair any plumbing problems immediately.

Additional water conservation tips may be found on the Maryland Department of the Environment website at: <http://www.mde.state.md.us/waterconservation>

Stage 2 – Yellow – Voluntary Restrictions

This stage applies to dry conditions with declining rainfall, reservoir levels, etc. The City strongly recommends a water conservation goal of 15% during this stage since water is a finite resource. Voluntary water use restrictions would be in effect, without penalties, and the emergency sources will be activated, including Medford Quarry and withdrawal from W. Branch Patapsco.

Stage 2 becomes effective when the Director certifies that any three of the six following conditions are met:

1. The raw reservoir reaches a level of 21 feet or less.
2. Rainfall is 7 inches or less based on the running quarterly total for a month.
3. Flowby requirements are met less than 95% of the time.
4. Well #9 level reaches 27 feet for a monthly average level.
5. Well #6 level reaches 85 feet for a monthly average level.
6. Well #7 level reaches 55 feet for a monthly average level.

Once Stage 2 becomes effective it continues until Stage 3 is reached or conditions improve such that Stage 1 becomes effective.

Water users are strongly encouraged to follow the simple water conservation practices listed under Stage 1, plus the measures listed below, to reduce water consumption by 15%:

1. Eliminate outdoor water use including the watering of lawns and landscaping.
2. Eliminate use of sprinklers and other automatic watering devices.
3. Eliminate washing of paved surfaces such as streets, roads, sidewalks, driveways, garages, parking areas, tennis courts and patios.
4. Eliminate use of water for ornamental fountains, artificial waterfalls, misting machine and reflecting pools.
5. Eliminate use of water for washing or cleaning of mobile equipment including automobiles, trucks, trailers and boats.
6. Eliminate the filling and topping of swimming pools.
7. Eliminate outdoor burning.
8. Limit use of air conditioners that use water for cooling.
9. No bulk sales of water without the express approval of the Director of Planning and Public Works.

Stage 3 – Red - Mandatory Restrictions

This stage applies to continuing dry conditions with declining rainfall reservoir levels, etc. and overall deterioration of the City's water system. The City strongly recommends a water conservation goal of 20% during this stage since water is a finite resource. Mandatory water use restrictions will be in effect, with penalties, and the emergency withdrawal pump will be utilized.

Stage 3 becomes effective when the Mayor issues a written order imposing mandatory water use restrictions. The Mayor shall issue such an order whenever the Director certifies that any three of the following six conditions are met.

1. The raw reservoir reaches a level of 17 feet or less.
2. Rainfall is 5 inches or less based on the running quarterly total for a month.
3. Flowby requirements are met less than 90% of the time.
4. Well #9 level reaches 25 feet for a monthly average level.
5. Well #6 level reaches 80 feet for a monthly average level.
6. Well #7 level reaches 50 feet for a monthly average level.

The mandatory water use restrictions included in Attachment 1 become immediately effective and enforceable by City Police and Code Enforcement personnel during Stage 3.

Once Stage 3 becomes effective it will remain in effect until the following conditions are met:

1. The raw reservoir reaches a level of at least 24.3 feet.
2. Rainfall is above 7 inches for 3 or more months based on a running quarterly total for a month.
3. Flowby requirements are met 100% of the time.
4. Well levels when the level in two or more of Well #'s 7, 6 and 9 are stable or increasing above 60 feet, 90 feet and 30 feet respectively.

Once said conditions have been met, the Director shall so certify to the Mayor who shall withdraw the order imposing mandatory water use restrictions.

Section 5. Responding to Drought.

Stage 1 – Green – Conservation Status

1. The City and public media will implement a public awareness campaign to provide citizens with regular updates about drought status.
2. The public media will be encouraged to promote wise water use.
3. The City will annually update drought plans as part of required Emergency Contingency Plans.
4. The City will initiate broad-based public education on water conservation.
5. The City will maintain accurate water monitoring and consumption records.
6. The City will monitor production on a daily basis and submit monthly reports to the Maryland Department of the Environment ("MDE").
7. The City will determine unaccounted water loss and implement leak detection and repair.
8. The City will develop and implement meter installation replacement and calibration programs.
9. Homeowners will be encouraged to repair leaks and drips.
10. Homeowners will be encouraged to install water conserving fixtures during new construction and building rehabilitation.
11. Government building managers will be encouraged to evaluate water use, identify and repair leaks, and install water conservation devices where appropriate.
12. Business and industry officials will be encouraged to develop water emergency plans to reduce water use by 10%.
13. Business and industry officials will be encouraged to develop and implement water conservation measures.

Stage 2 – Yellow – Voluntary Restrictions

1. The City will notify county government and other appropriate agencies of the drought status.
2. The City will advise the public of changes to indicators and initiates a regular "Drought Warning" status.
3. The City will evaluate drought conditions on a bi-weekly basis and submit periodic reports to MDE.
4. Homeowners and renters and business and industry officials will be encouraged to voluntarily comply with nonessential water use restrictions.
5. The City will work with local TV and radio stations to issue periodic notification of drought measures and to increase public awareness of water conservation.
6. The City will closely monitor the water system for potential problems.
7. The City will update its website as needed.
8. The City will request water users to actively implement water conservation measures.
9. The City will contact industrial users to reduce water usage.
10. The City will encourage facility managers for government buildings identify leaks and accelerate maintenance and/or repairs.
11. The City will encourage business and industry officials to irrigate with treated wastewater in accordance with health guidelines.

Stage 3 – Red – Mandatory Restrictions

1. The City will notify county government and other appropriate agencies of the drought status.
2. The City will evaluate drought conditions at least weekly and submit periodic reports to MDE.
3. The City will implement mandatory restrictions on nonessential water uses.
4. The City will work with local TV and radio stations to issue periodic drought updates to public.
5. The City will establish a "Drought Hotline" at the Water Treatment Plant.
6. The City will update its website as needed.
7. The City will notify consumers of the severity of the water shortage.
8. The City will conduct field surveillance of abuses, leaks, etc.
9. City police and code enforcement personnel will enforce water use violators.
10. The City will verify availability of alternate water source or interconnection.
11. The City will encourage residences to comply with mandatory nonessential water use

- restrictions.
12. The City will encourage business and industry to comply with water conservation plans to reduce water use by at least 10%.
 13. The City will encourage business and industry officials to evaluate the need for reduced hours of operation.

Section 6. Additional Restrictions.

The City recognizes that extraordinary circumstances could arise which require mandatory water restrictions even more severe than those imposed by this Plan. For example, such additional restrictions could include rationing or other limitations on the use of water. Nothing herein shall preclude The Mayor and Common Council from exercising its authority under Section 130-13 of the Westminster City Code to impose such additional restrictions as it deems necessary or desirable to conserve the water supply.

Section 7. State of Maryland Drought Restrictions.

The City recognizes that from time to time, the State of Maryland may issue its own drought restrictions. In any such event, the City's drought restrictions shall be superceded by any such State restrictions, except that any more stringent City drought restrictions shall also apply.

Section 8. Notice & Compliance.

Any user or consumer of water, upon notice from the City, its agents or employees, or upon notice published for two consecutive days in one newspaper of general circulation in Carroll County shall comply with the mandatory requirements of this Plan and any order issued by the Mayor pursuant to it.

Section 9. Public Outreach.

The City will utilize a variety of communication tools to keep the public informed of the current water status.

The current water status will be posted on the City's website at <http://www.westgov.com>

Additionally, public service announcements, newspapers, brochures/flyers and other means will be utilized to communicate with the public.

Information to the public shall be brief and concise and focus on the action needed and/or anticipated to be needed by the public. The public should be made aware of droughts that are likely to impact their lives as soon as possible with the first message being information on the water supply and possible drought. As the drought develops the message should begin to convey conservation measures and the possibility of restrictions. Finally, if restrictions are required they shall be conveyed to the public. Throughout a drought, regular updates on the situation should be provided to the public so that everyone is well informed.

Section 10. Violations, Enforcements and Penalties.

It shall be unlawful for a person to be in conflict with or in violation of any of the provisions of the mandatory provisions of this Plan or any orders of the Mayor issued pursuant thereto.

The Director or his designee shall enforce the provisions of this Plan, issue all necessary notices to ensure compliance with it, and serve or cause to be served any notice of violation.

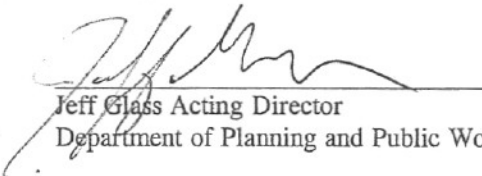
Whenever the Director determines that there has been a violation of this Plan, or any order issued thereunder, or has grounds to believe that a violation has occurred, notice shall be given to the owner or the person or persons responsible therefore. Such notice shall be deemed to be properly served if the copy thereof is:

- (a) delivered personally; or
- (b) sent by certified or first class mail addressed to the last known address of the person violating; or
- (c) if a notice is returned showing that it was not delivered thereof, a copy shall be posted in a conspicuous place in or about the property affected by such notice; or
- (d) any other method of service reasonably calculated to give actual notice.

The notice shall:

- (a) be in writing;
- (b) indicate a description of the real estate sufficient for identification;
- (c) include a statement of the violation or violations and why the notice is being issued;
- (d) inform the property owner or person violating that a citation may be issued for failure to comply and/or that water service may be discontinued for failure to comply or both; and
- (e) advising that, if applicable, the property owner or the person in violation may be required to pay the cost of reconnection and that the cost of said reconnection is \$200 for a first offense, and \$400 for any offenses thereafter.

Any violations of any mandatory provisions of this Plan or any order issued thereunder has been declared by The Mayor and Common Council to be an infraction under Section 130-13 of the City Code. The penalty for violation shall be \$200 for each initial offense and \$400 for each repeat offense. In addition to any other penalty provided, the City may, at any time and without further notice, discontinue the water service of any person violating any order or notice.


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Effective Date: July 1, 2002
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