

## ARTICLE 4. Procedures

### § 353. Introduction to Procedures

This Article describes various procedural issues related to the submission of Plans and public comment to those Plans.

Note: Authority cited: Section 10733.2, Water Code.

Reference: Section 10733.2, Water Code.

### § 353.2. Information Provided by the Department

(a) The Department shall make forms and instructions for submitting Plans, reports, and other information available on its website.

(b) The Department shall provide information, to the extent available, to assist Agencies in the preparation and implementation of Plans, which shall be posted on the Department's website.

Note: Authority cited: Section 10733.2, Water Code.

Reference: Sections 10729 and 10733.2, Water Code

### § 353.4. Reporting Provisions

Information required by the Act or this Subchapter, including Plans, Plan amendments, annual reports, and five-year assessments, shall be submitted by each Agency to the Department as follows:

(a) Materials shall be submitted electronically to the Department through an online reporting system, in a format provided by the Department as described in Section 353.2.

(b) Submitted materials shall be accompanied by a transmittal letter signed by the plan manager or other duly authorized person.

Note: Authority cited: Section 10733.2, Water Code.

Reference: Sections 10728, 10728.2, 10733.2, 10733.4, 10733.6, 10733.8, and 10737.4, Water Code.

### § 353.6. Initial Notification

(a) Each Agency shall notify the Department, in writing, prior to initiating development of a Plan. The notification shall provide general information about the Agency's process for developing the Plan, including the manner in which interested parties may contact the Agency and participate in the development and implementation of the Plan. The Agency shall make the information publicly available by posting relevant information on the Agency's website.

(b) The Department shall post the initial notification required by this Section, including Agency contact information, on the Department's website within 20 days of receipt.

(c) Upon request, prior to adoption of a Plan, the Department shall provide assistance to an Agency regarding the elements of a Plan required by the Act and this Subchapter, however, the Agency is solely responsible for the development, adoption, and implementation of a Plan that satisfies the requirements of the Act and this Subchapter.

Note: Authority cited: Section 10733.2, Water Code.

Reference: Sections 10723.4, 10727.8, 10729, and 10733.2, Water Code.

### **§ 353.8. Comments**

(a) Any person may provide comments to the Department regarding a proposed or adopted Plan.

(b) Pursuant to Water Code Section 10733.4, the Department shall establish a comment period of no less than 60 days for an adopted Plan that has been accepted by the Department for evaluation pursuant to Section 355.2.

(c) In addition to the comment period required by Water Code Section 10733.4, the Department shall accept comments on an Agency's decision to develop a Plan as described in Section 353.6, including comments on elements of a proposed Plan under consideration by the Agency.

(d) Comments shall be submitted to the Department by written notice, with a duplicate copy of the comment provided to the Agency. Organizations or government entities providing comments shall include the name, address, and electronic mail address, if available, of the person or entity providing the comments and information.

(e) Comments received by the Department shall be posted on the Department's website.

(f) The Department is not required to respond to comments, but shall consider comments as part of its evaluation of a Plan.

Note: Authority cited: Section 10733.2, Water Code.

Reference: Sections 10727.8, 10733.2, and 10733.4, Water Code.

### **§ 353.10. Withdrawal or Amendment of Plan**

An Agency may withdraw a Plan at any time by providing written notice to the Department, and may amend a Plan at any time pursuant to the requirements of Section 355.10.

Note: Authority cited: Section 10733.2, Water Code.

Reference: Sections 10728.4 and 10733.2, Water Code.

**NOTE:** This is an excerpt from the Groundwater Sustainability Regulations. Read the full regulations here:  
[https://water.ca.gov/LegacyFiles/groundwater/sgm/pdfs/GSP\\_Emergency\\_Regulations.pdf](https://water.ca.gov/LegacyFiles/groundwater/sgm/pdfs/GSP_Emergency_Regulations.pdf)