



DIVISION OF DRINKING and GROUND WATERS

WELL SITE APPLICATION

for New Public Water System Well

Complete this application as accurately and thoroughly as possible. Ohio EPA will use the information the owner provides to evaluate the proposed site to determine if the site meets applicable requirements for siting a public water system well and to provide information regarding susceptibility to contamination and actions you can take to protect the well.

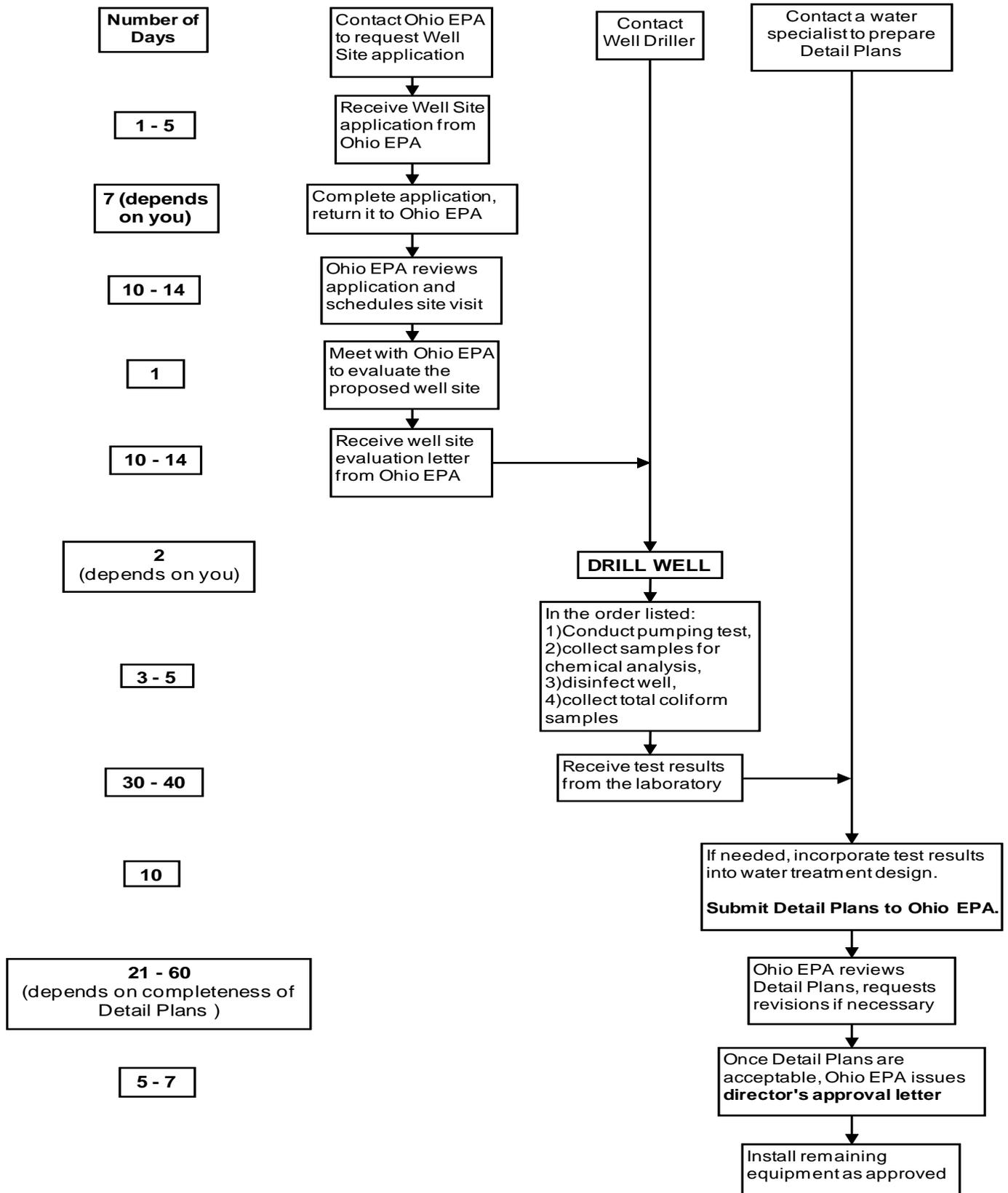
Submission of this document to Ohio EPA does **NOT** constitute approval to use the well once it has been drilled. Approval to use the well is not granted until after an acceptable set of detail plan drawings has been submitted to and approved by the director of Ohio EPA.

The owner is also responsible for obtaining all other local and state permits for the proposed well as may be required by law. In addition, if the proposed water system will include treatment devices that generate a waste stream (filter backwash, etc.), it is your responsibility to contact the Division of Surface Water at the Ohio EPA District Office covering the county where the public water system is located for additional waste treatment requirements.

A source water approved capacity determination will be required for well fields associated with new municipal or similar public water system's well. Also, a source water approved capacity will be determined when well field improvements are part of a project proposed to increase the approved capacity established for existing water treatment systems or a request to increase the approved capacity of your source water (well field) is proposed. These approved capacities will be determined in accordance with "Planning and Design Criteria for Establishing Approved Capacity for: 1) Surface Water and Ground Water Supply Sources, 2) Drinking Water Treatment Plants (WTPs), and 3) Source/WTP Systems" (Approved Capacity document) and are available online at <http://epa.ohio.gov/ddagw/engineering.aspx>. Approved capacity determinations for systems not addressed above will be determined in accordance with the Ohio EPA's "Guidelines for Design of Small Public Water Systems" (Greenbook).

- Keep a copy of the well site application for your records and return the application along with a site map and any other drawings to the Ohio EPA District Office serving the county where the public water system is (or will be) located. Addresses and phone numbers for the District Offices are provided on the last page of the application.
- Questions about completing the application, should be directed to the Ohio EPA District Office serving the county where the public water system is (or will be) located and asking for the Drinking Water Program county representative.
- An Ohio EPA representative will contact you once we have reviewed the application. If you have not been contacted within 10 – 14 days after you sent in the application, please call your District Office.
- An average timeline for the entire new well approval process is shown on the next page. The amount of time required to obtain new well approval is site specific and can vary significantly from the average. Please discuss any specific time constraints you may have with Ohio EPA District Office Drinking Water Program staff.

Typical Timeline



PART ONE – CONTACT INFORMATION

Owning Organization (OW)					
Organization Name:					
Street:					
City:		State:		Zip:	
Office Phone:					

Administrative Contact (AC)					
Name:					
Street:					
City:		State:		Zip:	
Office Phone:		Mobile Phone:			
e-mail:					

Operating Organization (LE) (Organization responsible for the facility's operation if different from owner.)					
Organization Name:					
Street:					
City:		State:		Zip:	
Office Phone:					
Operators Name:					
Operator's Office Phone:		Operator's Mobile Phone:			

Water Treatment Plant				
Treatment Plant Name:				
Treatment Plant Physical Address				
Street:				
City:		State:		Zip:
If no address assigned, provide a description of the plant's location:				

Well Driller/Engineer (if known):				
Name:				
Street:				
City:		State:		Zip:
Office Phone:		Mobile Phone:		
e-mail:				

Applicant:				
Name:				
Title:				
Street:				
City:		State:		Zip:
Office Phone:		Mobile Phone:		
e-mail:				
Applicant Signature:				Date:

PART TWO – WELL INFORMATION

1. a. Is the water system New Existing
- b. For existing facilities, how many wells are already located at the site? (Both in use and *not* in use) _____
2. How many wells are proposed at this time?*
- _____
3. Is the proposed well:
- a. a replacement for an existing water source? Yes No
- If yes, do you have metered documentation of water usage for the well being replaced? Yes No
- b. a supplement to an existing source? Yes No
- If yes, how many wells are currently in use at the facility? _____
- c. an existing well not previously used for a public water system? Yes No
- If yes, when was the well drilled? _____
- If yes, well log number? (attach a copy of the well log) _____
- d. an existing well approved by the local health department for private use? Yes No
- If yes, when was the well approved by the health department? _____
- e. Is the well easily accessible for testing, repair, cleaning, treatment, etc.? Yes No
4. Are additional wells under consideration in the future? Yes No
- If yes, when? _____

*If more than one well is proposed at this time, answer question 3a-e for each proposed well. You may wish to make additional copies of this page.

PART TWO – WELL INFORMATION (continued)

If more than one well is proposed at this time, answer questions 5 a-k for each proposed well. You may wish to make additional copies of this page.

5. Provide the following information about the construction of the proposed well:

(a) Well name / designation _____

(b) What is the drilling method the well driller anticipates using to installing the well?

(c) Will a dry driven grouting method be used on this well? Yes No

(d) What is the proposed casing material? Steel Plastic / PVC

(e) What is the anticipated well casing diameter? _____ inches

(f) What is the anticipated well casing depth? Between _____ and _____ feet

(g) What is the anticipated total well depth? Between _____ and _____ feet

(h) Will a well screen be installed in this well? Yes No Not Sure

(i) What is the anticipated permanent pump design rate? _____ gpm

(j) What is the anticipated constant rate pumping test rate and duration?
_____ gpm for _____ hours

(k) What grout will be used to seal the annular space?

Cement Bentonite Cement w/ 5% Bentonite

(l) Well installer: _____

(m) Ohio Department of Health Registration Number _____

Well Driller _____

Title _____

Signature _____

Date _____

PART TWO – WELL INFORMATION (continued)
For existing Community water systems only

6. If multiple wells are already in use at the site:

a. List the quantity in gallons per minute each existing well pumps

Well Name	GPM
_____	_____
_____	_____
_____	_____
_____	_____

b. Please describe the operation of the existing wells. Are they pumped simultaneously or alternately?

c. Are the existing wells listed above all in the same aquifer? Yes No

-- If no, please describe the aquifer each well draws water from:

d. Will the new well be pumped simultaneously with the existing wells? Yes No

e. Will the new well be located in the same aquifer as any of the existing wells? Yes No

PART THREE – FACILITY DESCRIPTION

Ohio EPA will use the information on this page to determine the type of population your facility will serve, to estimate how much water your facility will need, and to determine the isolation radius for your well.

SCHOOL/DAY CARE*

No. of employees _____
 Avg. no. employees/day _____
 Max. enrollment _____
 No. Days Open/Wk. _____

 Kitchen Y N

CHURCH/SYNAGOGUE/MOSQUE*

No. of employees _____
 Avg. no. of employees/day _____
 Seating capacity _____
 Other functions during the week Y N
If yes, describe: _____
 Kitchen use during the week Y N

*For churches and schools that also function as day care centers, provide information for both the day care center and the church/school.

RESTAURANT/TAVERN

Hrs. of operation _____
 No. of employees _____
 Avg. no. employees/day _____
 No. of employees working 4 days/wk _____
 Seating Capacity _____
 Avg. no. of customers/day _____

RETAIL/COMMERCIAL/INDUSTRIAL

(Circle One)

Hrs. of operation _____
 No. of employees _____
 No. of employees working 4 days/wk _____

 Food Service Y N
 Shopping Center Y N
 Showers Y N

NURSING HOME/HOSPITAL/INSTITUTION

Max. No. of Beds _____
 No. of employees _____
 Resident _____
 Non-Resident _____
 Avg. No. Employees/Day _____

CLUBS/MEETING HALLS

Max. Occupancy _____
 Food Service Y N
 No. Days/Yr Operating _____

CAMPGROUNDS/VACATION COTTAGES

Length of. Season _____
 Max. No. of Units _____
 trailer/tent spaces _____
 persons (cottages) _____
 Describe any additional amenities:

MOBILE HOME PARKS

No. of spaces/lots _____

ALLOTMENT/SUBDIVISION

No. of Single-Family Homes _____
 No. of Multi-Family Homes _____

APARTMENT COMPLEX

No. of one-unit apts. _____
 No. of two-unit apts. _____

 No. of three-unit apts. _____

OTHER (Describe Facility)

Hrs of operation _____
 No. of visitors/customers _____

 No. of employees _____
 Avg. no. employees/day _____
 No. of employees working 4 days/wk _____
 Seating capacity/service connections, etc: _____

PART FOUR – SITE MAP & DRAWINGS WORKSHEET

A. Site Map

A site map must be provided in all cases. Without it, Ohio EPA will consider the application incomplete and will contact you to complete this information.

*All site maps must be to scale, including a **north arrow and the scale used**, and show all of the features listed below that exist within **400 feet** of where you intend to drill your well(s). Possible sources for maps include tax maps, plat maps, and county maps.*

Indicate the proposed location of your **well(s)** as accurately as possible. If any other wells exist on your property, show their locations and label them as “currently in use” or “not in use.”

1. Property lines.
2. Location of any easements needed for access to well(s).
3. Existing or proposed water bodies (streams, ponds, waterways or ditches).
4. Roads and railroads.
5. Buildings.
6. Potential contaminant sources. These include, but are not limited to:
 - a. wastewater treatment systems and septic tanks, including their discharge locations
 - b. oil and gas production wells (active or capped)
 - c. mining operations
 - d. waste or product storage tanks (above or below ground)
 - e. landfills, old or new refuse disposal areas and demolition fill areas
 - f. pipe lines (sewer mains, gas mains, oil mains, etc.)
 - g. manufacturing facilities
 - h. fields subject to application of manure, treated wastewater, pesticides or fertilizer

B. Other Drawings

If you already have **drawings, blueprints, or maps** of your facility, particularly those showing how water will be used within the building and where pressure tanks and other treatment units will be placed, please include one copy of those drawings with this application. Such drawings are *not* required at this time, but will be required as part of the detail plan package you will need to submit and have approved after the new well has been drilled.

