



Application for Well Drilling/Modification Authorization

P.O. Box 340595, Austin, Tx 78734 · Tel. 512-276-2875 · www.swtcgcd.org

Complete this application to register and authorize drilling a new well; or to modify an existing registered well; or to seal, cap, or plug an existing well. District Rule 3.2(C) governs whether an alteration is a Major or Minor Modification. If you are only repairing or replacing equipment on a previously registered well, and do not alter its previous state, the source aquifer, or significantly increase capacity, then no application is needed; simply notify the District by email. Otherwise, submittal of this application form, its supporting documentation, and applicable fees per the District Fee Schedule, followed by the subsequent authorization by the District are required before initiating any work at the well. You may mail the completed form and other materials to the address above, or scan the form and supplemental materials and email them to staff@swtcgcd.org.

Purpose of Application and Its Associated *WDA Application Fee** (check one):

- ☐ Minor Modification of Existing Exempt Well - \$0 ☐ Minor Modification of Existing Non-exempt Well - \$100
☐ Major Modification of Existing Well - \$500 ☐ Drill New Well - \$500 ☐ Seal, Cap, or Plug Existing Well - \$100

**A Well Construction Fee is due with this application for anticipated well capacities considered Non-Exempt under District Rules*

Section I. Contact Information

Well Owner /Applicant: _____ Email: _____	
Mailing Address: _____ City: _____ Zip: _____ County: _____	
Primary Phone: _____ Secondary Phone: _____	
Please check the box that appropriately describes the applicant: <input type="checkbox"/> Landowner/Grantor <input type="checkbox"/> Lessee/Grantee	
Property lot/tract size: _____ acres	
<input type="checkbox"/> Check this box if the physical address is the same as the mailing address.	
Physical Well Address: _____ City: _____ Zip: _____ County: Travis	
Technical Consultant This is the person who may be employed by the applicant to complete this application on the applicant's behalf. Consultant Name: _____ Mailing Address: _____ City: _____, Texas Zip: _____ Primary Phone: _____ Secondary Phone: _____ Email: _____	Alternate Point of Contact (Well Site Access) Contact Name: _____ Mailing Address: _____ City: _____, Texas Zip: _____ Primary Phone: _____ Secondary Phone: _____ Email: _____

Section II. Supporting Ownership Documentation *(not required for Minor Modification of wells used solely for Domestic Use)*

1. Provide a complete copy of the recorded deed, showing current ownership, legal description, and a date recorded. If the applicant is a lessee/grantee then provide a copy of the recorded easement, lease, or memorandum of lease.
2. Provide a copy of the property survey as recorded with the County. If a subdivision plat is applicable, please also provide a recorded copy of the subdivision plat.
3. Provide a map of the property or site plan showing the location of the existing or proposed well, the locations of the nearest property lines, the nearest septic tank, the nearest septic absorption field or septic spray area, and any potential sources of contamination within 150 feet.

Section III. Water Use Types

Select ALL the use types that will be supplied by the requested groundwater production from well(s).

☐ Irrigation:

- ☐ Agricultural Irrigation
- ☐ Residential Irrigation (outdoor use only)
- ☐ Golf Course Irrigation
- ☐ Sports & Athletic Field Irrigation
- ☐ Nursery/Greenhouse Irrigation
- ☐ Other Irrigation _____

☐ Public Water Supply (Wholesale, Retail, Municipal, WSC, IOU)

☐ Domestic Use (residential indoor/outdoor use)

☐ Industrial:

- ☐ Operational Processes/Facilities
- ☐ Facility Landscape

☐ Commercial:

- ☐ Operational Processes/Facilities
- ☐ Facility Landscape

☐ Aquifer Storage and Recovery

☐ Livestock

☐ Other _____

Section IV. Well Information

1. Indicate the total number of existing wells on the entire property: in use _____ not in use _____.
2. Will this well be placed in aggregate with an existing permitted well(s)? ☐ Yes ☐ No.
3. Will the groundwater withdrawn from this well be used in a location different from the well tract? ☐ Yes or ☐ No
4. Is this a replacement well? ☐ Yes ☐ No If yes, what will the status of the old well be? ☐ in use ☐ capped ☐ plugged
5. Aquifer: ☐ Upper Trinity ☐ Middle Trinity ☐ Lower Trinity ☐ Other (specify) _____
6. Well Coordinates (<https://www.maps.ie/coordinates.html>) Latitude: _____ Longitude: _____
7. Is well currently and/or intended to be authorized under permit (if yes, specify permit) _____
8. The following information must be provided as applicable and in full, adding additional narrative for any necessary explanatory statements.

For existing well to be sealed, capped, or plugged, or to be modified for continued use:

Date well was drilled: _____ Well Driller: _____ Existing Well Capacity (GPM): _____

Existing Pump Size (horsepower): _____ Existing Pump Depth: _____ Wellhead Elevation: _____

Current Total Well Depth: _____

Existing Casing Sizes and Depths: _____ Anticipated Well Capacity (GPM): _____

Anticipated Pump Size (HP): _____ Anticipated Pump Depth: _____ Anticipated Total Well Depth: _____

For new well to be drilled:

Anticipated Wellhead Elevation: _____ Anticipated Well Capacity (GPM): _____ Anticipated Pump Size (HP): _____

Anticipated Pump Depth: _____ Anticipated Total Well Depth: _____

Anticipated Casing Sizes and Depths: _____ Anticipated Minimum Borehole Diameter: _____

Section V. Declarations

Initial to indicate that the applicant has read and understands the following declarations.

- ____ The applicant agrees that water produced/withdrawn from the well in reference will be put to beneficial use at all times.
- ____ The applicant understands that failure to submit all required application items, including applicable fees, within the application review period will result in an administratively incomplete application and non-issuance of a permit.
- ____ The applicant will comply with the District Rules, all orders, and Production Authorizations promulgated pursuant to the District Rules.
- ____ The applicant will comply with well plugging and capping guidelines set forth in these Rules and will report well closures as required in Rule 4.4.
- ____ Many of the incorporated cities within Travis County have ordinances concerning the drilling of wells within their city limits, and Travis County also has groundwater supply-related regulations. It is your responsibility to comply with County regulations and your city ordinances regarding the use of groundwater and drilling of wells. The permits issued by the District do not confer any right to violate any county regulations or city ordinances regarding groundwater.
- ____ The applicant understands that this permit confers no vested rights in the holder and the permit is non-transferable. Written notice with details of transaction parties must be given to the District by the permittee prior to any sale or lease of the well covered by this Authorization.
- ____ This authorization is not a permit to produce groundwater from the well; a Production Authorization is required for that purpose.

Section VI. Applicant or Authorized Agent* Sworn Statement

I hereby make application to the Southwestern Travis County Groundwater Conservation District for the purpose indicated above for the water well described herein, and I certify that I am the property owner/grantor or lessee/grantee or its Authorized Agent, and that each and all the statements herein are true and correct, and that I will comply with District Rules, Well Construction Standards, and groundwater use permit and plan requirements. I hereby authorize the District access to this property following reasonable advance notice or, in an emergency, immediately, with such emergency access reported to the owner if advance notice was not possible. The District may access the well for the purposes of inspecting, collecting water quality samples, and investigating conditions relating to the withdrawal, waste, water quality, pollution, or contamination of groundwater.

Signature of Applicant or Authorized Agent*
*(*Notarized Agent Authorization Form Required if Signature Not the Well Owner)*

Print Name

Date

State of Texas, County of _____. SWORN TO AND SUBSCRIBED before me by the said owner or agent on this the ____ day of _____ 20__.

Notary Public, State of TexasMy commission expires _____

[Please see next page for additional application requirements.](#)

SUPPLEMENTAL APPLICATION INFORMATION

Unless specified otherwise, the following items must be completed and submitted before your WDA Application can be considered administratively complete.

Item 1. Written Descriptive Statement

The applicant must provide a written detailed statement that addresses all of the following components in one “type-written” statement in a Word document format. The submitted Word document should be signed and dated.

- a) Nature, Purpose & Location
 - Describe the nature and purpose of the various proposed uses including proposed uses by persons other than the well owner.
 - Describe the well location and the proposed receiving area(s) for groundwater produced from the well, including the characteristics and use of any surface impoundments.
 - Describe Proposed Transfers or Transports – Location and purpose of any water to be resold, leased, exported, transferred or transported.
- b) Pumpage Volume
 - State the anticipated pumpage volume and pumping rate at which water is proposed to be withdrawn from each well. Apportion the volume by calendar month (approximations/estimates are okay.)

Item 2. Well Construction Design, Specifications, and/or Schematic

The applicant must submit a schematic of the proposed well design and specify *the surface elevation at the wellhead, proposed depth of well, proposed minimum borehole diameter, casing diameter(s) and depth(s), annular seal interval(s), annular sealing method, calculated grout volumes, surface completion specifications, inspection port/access, and any other pertinent well construction information.* The hydrogeologist/driller can work closely with the District in providing an appropriate well design schematic with required specifications.

Item 3. Well Development Plan

A well development plan that describes the process for handling cuttings and fluids during the well development.

Item 4. Planned Aquifer Testing and Hydrogeological Report

This requirement is not applicable to proposed Exempt wells, as defined in Rule 3.1 (B). For Non-exempt wells, a description of planned aquifer testing must be submitted and approved before this application can be considered administratively complete. A Hydrogeological Report that conforms to the District’s *Guidelines for Aquifer Testing and Hydrogeological Reports* will be required for proposed new Non-exempt wells and for existing Non-exempt wells with proposed major modification. Depending on the anticipated production volumes/rates, this report will require aquifer testing prescribed under Rule 3.4(A)(4), which will typically be conducted as part of and immediately following well installation or modification. Though the results of the aquifer testing and Hydrogeological Report will not be due until an application for a Production Authorization is made, the testing plan that will be conducted near the end of the well drilling or modification stage must be described and approved as part of the WDA application. Aquifer testing for developing the hydrogeological report can only be performed on a well that is constructed to discretely produce from the target production zone and as equipped for the ultimate planned use. If a hydrogeological report is required, District staff will coordinate with the applicant or its representative on fulfilling this component of the application.

Item 5. Additional Clarifying Information Requested by District General Manager

The applicant may be asked to submit other clarifying facts, information and considerations deemed necessary by the General Manager for protection of the public health and welfare, and conservation and management of natural resources of the District. If it is determined additional information is needed, District staff will provide guidance in completing the application.