

# Northern Trinity Groundwater Conservation District

1100 Circle Drive, Suite 300  
Fort Worth, Texas 76119  
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## APPLICATION FOR OPERATING PERMIT

**IMPORTANT NOTE: PERMIT APPLICANT MUST SUBMIT A WELL REGISTRATION FORM PRIOR TO OR IN CONJUNCTION WITH THE SUBMITTAL OF THIS PERMIT APPLICATION.**

Qualifications to Apply for Operating Permit: All new wells that are not exempt from the District’s permitting requirements and all new or existing wells that were exempt from the District’s permitting requirements, but are substantially altered in a manner that causes the well to lose its exempt status must obtain an Operating Permit from the District. In addition, wells that have previously operated under a Grandfathered Use Permit must obtain an Operating Permit if: (1) the well is substantially altered in a manner that causes the well to be capable of producing more groundwater than is authorized by the Grandfathered Use Permit; (2) the well owner desires to produce more groundwater than is authorized by the Grandfathered Use Permit; OR (3) the well owner desires to change the purpose of use of the water from the well.

Instructions: Fill out this form for each existing well or well system (type or print). Submit permit application form in person at the District’s office, email (applications@ntgcd.com) or by mailing to the District’s mailing address provided above. Additional information or explanation may be attached to this application form. \*Rule 5.3 (f)- Prior to applying for an Operating Permit, the applicant shall meet with the District staff for a per-application meeting.

In accordance with District Rule 5.1(F), the information provided by the permit applicant in the spaces below will be incorporated into the permit if a permit is issued by the District. The permit will be granted on the basis of, and contingent upon, the accuracy of the information supplied in this application. A finding that false information has been supplied is grounds for immediate revocation of the permit. In addition, the information given in this permit application will be supplemented by the information provided by the permit applicant in the well registration form that is/was submitted to the District for the new or existing well.

### 1. Applicant Information (Required):

The Applicant for this Operating Permit is the well: (please check all that apply)

- Owner       Operator       Property Owner

This application is made for a:

- New well       Substantial alteration of existing well previously exempt from the District’s permitting requirements       Substantial alteration of existing well or request for more production/change in purpose of use to well operating under a Grandfathered Use Permit

\_\_\_\_\_  
Name of Applicant

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Alternate Phone

\_\_\_\_\_  
Fax Number

\_\_\_\_\_  
Email Address

\_\_\_\_\_  
Mailing Address

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip

\_\_\_\_\_  
Physical Address (if different than mailing address)

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip

**Applicant Information Continued:**

\_\_\_\_\_  
Contact Person Phone Number Email

\_\_\_\_\_  
Mailing Address City State Zip

\_\_\_\_\_  
Owner of Property Where Well Is Located Phone Number Email

\_\_\_\_\_  
Address (if different than property owner) City State Zip

\_\_\_\_\_  
Mailing Address City State Zip

**2. Well Information (Required):**

This application is for (please check one of the following):

- Operating Permit for a single well       Operating Permit for a multi-well system\*  
(where Applicant seeks to have a well or group of wells tied to the same distribution system authorized under one permit issued by the District)

\*Please provide well information requested below for each well in the well system if requesting permit to authorize production from multi-well system (may attach additional pages if needed)

Legal description of land on which proposed well is located (please provide all known information, such as survey name/number, abstract number, appraisal district ID number, section, block, acreage):

\_\_\_\_\_  
(Please provide attachments if available)

Quantity of water to be produced by this well annually (gallons per year):

\_\_\_\_\_  
Purpose for which water produced from well will be used:

\_\_\_\_\_  
If multiple purposes of use, please indicate the amount of water that is used for each purpose:

\_\_\_\_\_  
Location of use of the water produced from the well:

\_\_\_\_\_  
Estimated rate at which water will be withdrawn from well:

\_\_\_\_\_ gpm

Maximum pumping capacity of the well (in gallons per minute):

\_\_\_\_\_  
\*Note that wells equipped to produce 150gpm or more must provide a Hydrogeological Report meeting the requirements of District Rule 5.10(b). Applicants required to complete a Hydrogeological Report must publish notice in the newspaper in accordance with Rule 5.10(c).

**Well Information Continued:**

Method of withdrawal from well/type of pump:

Turbine       Submersible       Other (please specify) \_\_\_\_\_

Size of well pump: \_\_\_\_\_ Depth of well: \_\_\_\_\_

Size of well (inside diameter of the column pipe and diameter of the well casing): \_\_\_\_\_

Duration of time water is expected to be put to beneficial use under the permit:

Temporary/short-term use       Seasonal use       Continual use

Is the Applicant a retail public utility as defined by Texas Water Code section 13.002?  Yes       No

If YES, list subdivision(s), CCN service area, or the governmental entity boundaries the well will service:

\_\_\_\_\_

Will the groundwater withdrawn under this permit be used in conjunction with another Operating or Grandfathered Use Permit?

No       Yes      If yes, explain: \_\_\_\_\_

Will the groundwater withdrawn from the well be resold, leased, or otherwise transferred to others?

No       Yes      If yes, please provide the location to which the groundwater will be delivered:

\_\_\_\_\_ Purpose of use: \_\_\_\_\_

If requesting Operating Permit due to: (1) substantial alteration of an existing well; (2) authorize additional production from a well operating under a Grandfathered Use Permit; or (3) change the purpose of use of a well operating under a Grandfathered Use Permit, please explain the substantial alteration or reason for applying for an Operating Permit: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Grandfathered Use Permit No. (if applicable): \_\_\_\_\_

**3. Required Documentation/Attachments to this Application and Fees:**

The following documentation, attachments, and fee payments must accompany this application in order for the application to be considered administratively complete:

- A. If the well owner/operator is different than the owner of the property on which the well is located, attach documentation establishing the authority to operate the well for the proposed use;
- B. For applications for **new wells**, a location map showing the proposed well location and, if applicable, an alternative well location meeting the District's minimum spacing and location requirements, and show all wells in existence within a quarter (1/4) mile radius of the location of the well.  
For applications for **existing wells**, a location map showing the well location and all wells in existence within a quarter (1/4) mile radius of the location of the well.

(If possible, please provide location map on a 7.5 minute United States Department of Interior Topographic Map and/or provide the latitude and longitude coordinates of the well location as measured by a calibrated GPS instrument);

- C. If available, a legal description, such as survey information, maps, and/or metes and bounds descriptions, of the tract of land on which the well or well system is located;

- D. A water conservation plan or sign here as a declaration that the applicant will comply with the District's Management Plan: \_\_\_\_\_ (Applicant's signature);
- E. A drought contingency plan if the applicant is required to prepare a drought contingency plan by other law;
- F. If water is to be sold, leased, or transferred to others, whether inside or outside the District, attach legal documents establishing the right for the water to be sold, leased, or transferred, including but not limited to any contract for the sale, lease, or transfer of water;
- G. If water is to be transferred outside the boundaries of the District (Tarrant County), please provide explanation and documentation relevant to the following: (1) availability of water in the District and in the proposed receiving area during the period for which the water supply is requested; (2) projected effect of the proposed transport on aquifer conditions, depletion, subsidence, or effects on existing permit holders or other groundwater users within the District; and (3) how the proposed transport is consistent with the approved regional water plan and certified district management plan;
- H. Applications for either: (1) a well or well field equipped to produce 150 gallons per minute or more; or (2) that request authority to transport groundwater produced within the District's boundaries (Tarrant County) to a location of use outside the District's boundaries, must submit a Hydrogeological Report to the District that meets the requirements of District Rule 5.10(b) and must provide newspaper notice under District Rule 5.10(c);
- I. Payment of applicable fees; and
- J. All permit applicants must provide notice to all landowners and to all well owners of existing registered or permitted wells that are located within the distance radius provided for well spacing in Rule 4.2(a) of the existing well or proposed well that is the subject of the application. Notice provided to landowners and well owners must meet requirements in District Rule 5.3(c)-(d).

A SAMPLE NOTICE IS ATTACHED AT THE END OF THIS APPLICATION FORM. PLEASE RETYPE AND DO NOT MAIL OUT WITHOUT FILLING IN THE BLANKS IN THE SAMPLE NOTICE.

**4. Certification:**

By signing below, I hereby agree, declare, and certify that:

- A. I will avoid waste, achieve water conservation, and protect groundwater quality in the use of the well or well system and will ensure that the water withdrawn under a permit issued by the District will be put to beneficial use at all times;
- B. I will comply with the District's Rules and all groundwater use permits and plans promulgated by the District; and
- C. I will comply with the District's well plugging and capping guidelines and will report closure to the District and the appropriate state agencies.

**I hereby swear or certify that the information in this permit application is true and accurate to the best of my knowledge and belief.**

\_\_\_\_\_  
**Signature of Well Owner or Agent**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Printed Name**

\_\_\_\_\_  
**Title**

<b>District to Complete:</b>	
Operating Permit Number: _____	Public Hearing Date: _____
Application: <input type="checkbox"/> approved <input type="checkbox"/> denied	Initial: _____ Date: _____
NTGCD Well Number: _____	Date Permit Issued: _____

