

NORTHERN TRINITY

GROUNDWATER
CONSERVATION
DISTRICT



Registration Requirement for Non-Exempt Wells:

All non-exempt wells must be registered with the District. Non-exempt wells must not be operated without authorization and compliance with permitting and metering provisions. Altering or using a well in a manner that would constitute a substantial change from the information in the existing registration or that would trigger the requirement to register the well under District Rules must also submit and obtain District approval of a registration application, as applicable, prior to altering or operating the well in a new manner.

WATER PRODUCTION REPORTS:

Owners of non-exempt wells must submit biannual reports detailing groundwater production, usage, and meter readings.

By *January 31* and *July 31* of each calendar year, the owner of any non-exempt well within the District must submit a Water Production Report (WPR), meter logs, and fee payment for groundwater produced. Monthly production is to be submitted on a WPR form provided by the District. The WPR submittal must include a true and correct copy of the meter log from your records and fee payment.

WPRs, meter logs and fee payment received after the corresponding due date will be subject to additional penalties/fees.



To submit a complete Water Production Report, it is important to gather specific details about your well and its associated permit. Essential information includes the Well ID number (often denoted as an "N" number, such as N-2024-0001), the approved permit number for your well or well system, monthly beginning and ending meter readings, and other basic well and permit information. These details are crucial for ensuring accuracy and completeness in the production report.

The District does not invoice for WPR payment. Fees are calculated on the WPR form and must be received by the due date.

PRODUCTION IN EXCESS OF THE MAXIMUM AMOUNT AUTHORIZED BY PERMIT

Withdrawing groundwater in excess of permitted amounts associated with a non-exempt well is prohibited- for the first occurrence, the production is subject to a penalty of three times the water use fee rate for the excess withdrawal, due at the time of reporting. Repeat violations within three years result in a harsher penalty of ten times the fee rate and automatic permit review by the District. **If the annual production from your well is projected to surpass the permitted amount, we encourage you to contact the District to explore options for relief and remedy before exceeding the authorized amount.**

Transportation of Groundwater

Water produced from a well located within the District and transported for use outside of the District must register the well with the District, obtain an Operating Permit or Grandfathered Use Permit from the District or an amendment to such a permit, and submit timely payment of the Groundwater Transportation Fee to the District for any water transported out of the District. The holder of a permit authorized to transport water outside the boundaries of the District shall, in accordance with Rule 3.8, report the total amount of groundwater transported outside of the District for reporting purposes and for purposes of calculating the Groundwater Transportation Fee.



Permit Amendment (Rule 5.7):

- Permit holders must apply for an amendment before exceeding authorized groundwater withdrawal or making changes to the well, ownership, location, or use.
- Major amendments require notice and hearing and include significant changes like, changes in the purpose of use, increasing the annual production authorized by a permit or increasing GPM of a well.
- Minor amendments, such as changes in ownership or decreasing annual withdrawal quantity, can be approved by the district without notice and hearing.
- A permit amendment is not required for any well, well pump, or pump motor repair or maintenance if such repair or maintenance does not substantially alter the GPM of the well in accordance with the approved permit.

Emergency Authorization (Rule 5.8):

- The General Manager or Board may issue Emergency Permits for urgent situations where immediate groundwater use is necessary to prevent loss of life or public health threats.

Permit Duration and Renewal (Rule 5.9):

- Permits are valid for a set term, five years for Grandfathered Use Permits and two years for Operating Permits, or until revoked or amended.
- Permit holders must apply for renewal at least **60 days before expiration**.
- Renewal applications are subject to review by the district, and renewals may be granted without a hearing under certain conditions.

PERMITS SUBJECT TO CONDITIONS AND RESTRICTIONS

Permits issued by the District for permitted wells may be subject to conditions and restrictions placed on the rate and amount of withdrawal, the Rules promulgated by the District, and terms and provisions with reference to the equipping of wells or pumps that may be necessary to prevent waste and achieve water conservation, minimize as far as practicable the drawdown of the water table or the reduction of artesian pressure, lessen interference between wells, or to achieve the Desired Future Conditions established for the aquifers in whole or in part within the boundaries of the District.