



**For EAA Use Only**

Form: 04112024

Entity #: E \_\_\_\_\_

Application #: C \_\_\_\_\_

Well #: W \_\_\_\_\_

**Manage. Enhance. Protect.**

900 E. Quincy St., San Antonio, Texas 78215  
(210) 222-2204 or (800) 292-1047 Fax (210)222-9869

## Application for Edwards Aquifer Well Construction Permit

**One application required for each well.**

1. This application must be completed, signed, and submitted to the EAA prior to constructing a **new** Edwards Aquifer well or altering **or** altering or reconstructing an **existing** Edwards Aquifer well.
2. The application must be typed or printed legibly using ink.
3. A processing fee of \$25.00 must accompany the application. For installing geothermal wells, please pay \$25 per well.
4. Checks and money orders made payable to the "Edwards Aquifer Authority" will be accepted. Do not submit cash. To pay by Credit Card, please open <https://www.edwardsaquifer.org> and click Online Payments and follow the instructions. **Please provide the payment Confirmation No.** \_\_\_\_\_.
5. Upon receipt of a complete application, please allow thirty (30) days for processing.
6. Incomplete applications will be returned to the applicant for completion.
7. No well construction can commence until the application is approved and a well construction permit is issued.

**I. - Applicant Information** - Please provide **all** of the following:

1. Property Owner Name: \_\_\_\_\_
2. Property Owner Contact Name: \_\_\_\_\_
3. Property Owner Phone: (    ) \_\_\_\_\_ Email: \_\_\_\_\_
4. Property Owner Mailing Address: \_\_\_\_\_
5. Agent Name: \_\_\_\_\_ Phone: (    ) \_\_\_\_\_
6. Agent Company Name: \_\_\_\_\_ Email: \_\_\_\_\_
7. Agent Mailing Address: \_\_\_\_\_
8. Drilling Contractor Company Name: \_\_\_\_\_
9. Driller Name: \_\_\_\_\_ Lic. #: \_\_\_\_\_
10. Driller Phone: (    ) \_\_\_\_\_ Email: \_\_\_\_\_
11. Driller Mailing Address: \_\_\_\_\_
12. Does the property owner hold any groundwater withdrawal permits with the Authority related to this well:  
 Yes  No  
If "Yes", please list the numbers or names: \_\_\_\_\_
13. Has the property owner purchased or leased any groundwater withdrawal rights related with this well:  
 Yes  No  
If "Yes", please list the numbers or names: \_\_\_\_\_

**II. - Eligibility for Exempt Well Status (see definitions in guidelines) -** Please answer **all** of the following:

1. Please check one of the following:  Exempt Well  Non-exempt well - requires a 4-inch total annular space and a geophysical well log (caliper on left track and natural gamma on right track).
2. Will the well be capable of producing more than 25,000 gallons of water per day?  Yes  No
3. Will the well be used only for a domestic or livestock purpose?  Yes  No

**III. - Supporting Documentation -** Please provide **all** the following:

1. Please provide a road map or county map showing the subject property. Maps must include sufficient information to locate the property.
2. Please provide a map of the property showing: the location of the existing or proposed well, the location of the nearest property lines (50-foot min.), the nearest septic tank (50-foot min.), the nearest septic absorption field or septic spray area (150-foot min.), the nearest potential sources of any contamination (150-foot min.) and any existing wells on the subject property.
3. Please provide a recorded copy of the subdivision plat (if applicable)? If a subdivision plat is inapplicable, then provide a certified copy of the property survey.
4. Please provide a complete copy of the recorded deed, showing current ownership, legal description, and date recorded.
5. Describe and attach a diagram of the construction method (include well depth and all other well specifications).

**IV. - Well Site Information -** Please provide **all** the following:

1. Well Site Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_  
County: \_\_\_\_\_ Name of subdivision (if applicable): \_\_\_\_\_
2. Latitude: \_\_\_\_\_ Longitude: \_\_\_\_\_  
(The coordinates are required to be in degrees/ minutes/ seconds NAD 83 format.)

**V. - Well Information -** Please provide **all** of the following (Place "N/A" in the blanks that are not applicable):

1. Type of well construction:  Install a new Edwards Aquifer well  Install a Geothermal Well (\$25 per well)  
 Alter or Reconstruct an existing Edwards Aquifer well that includes installing additional casing, repairing existing casing, adjusting the well depth, or any work that may affect the integrity of the annular space seal.  
 Other - Please specify: \_\_\_\_\_
2. Purpose of Use:  Municipal / Public Supply  Industrial  Irrigation / Commercial Agricultural  
 Domestic / Household  Livestock  Other (please specify) \_\_\_\_\_
3. If "Domestic / Household" or "Livestock" were checked for Part V, No.2, please check the purposes that apply:  
 Household  Irrigation of household garden or orchard  Landscape irrigation  Swimming pool  
 Livestock tanks and troughs  Irrigation of hay fields  Other: \_\_\_\_\_
4. Please indicate the source of groundwater:  Edwards Aquifer  Other (please specify) \_\_\_\_\_
5. Please indicate the type of Edwards Aquifer well:  Water Table  Artesian  
**Please beware that artesian wells may or may not flow but usually have confining layers overlaying the Edwards Aquifer that pushes the static water level above the Edwards formation.**

6. Is the subject property being served by a water purveyor?  Yes  No  
 If "Yes", please name the water purveyor: \_\_\_\_\_
7. Please indicate the total estimated well depth: \_\_\_\_\_ ft.
8. Please indicate the estimated casing depth: \_\_\_\_\_ ft.
9. If the well casing is installed to total depth, please provide the interval the well casing is perforated or slotted for the well screen: \_\_\_\_\_ ft. to \_\_\_\_\_ ft.
10. Casing:  Steel  PVC
11. Schedule or SDR Type (s) or casing wall thickness (in inches): \_\_\_\_\_
12. Please indicate the casing outside diameter (OD): \_\_\_\_\_ in.
13. Please indicate the borehole diameter: \_\_\_\_\_ in.
14. Please indicate the annular seal material (grout): \_\_\_\_\_
15. Please indicate the estimated depth(s) of grout placement below land surface: \_\_\_\_\_ ft.
16. Please indicate the grouting method:  Tremie - Positive Displacement Exterior  
 Positive Displacement Interior
17. Packer Type(s): \_\_\_\_\_ Packer Depth(s): \_\_\_\_\_ ft.
18. Surface casing (Sleeve) type: \_\_\_\_\_ Sleeve Size: \_\_\_\_\_ in. Sleeve Depth: \_\_\_\_\_ ft.
19. Please indicate the pump type:  Submersible  Turbine  Jet  Other \_\_\_\_\_
20. Please indicate the pump power source:  Electric  Diesel  LP Gas  Windmill  Other \_\_\_\_\_
21. Please indicate the pump motor size: \_\_\_\_\_ horsepower.
22. Please indicate the pumping rate: \_\_\_\_\_ gallons per minutes.
23. Please indicate the number of connections serviced by the well: \_\_\_\_\_
24. Please indicate the number of feet from the nearest property line (50-foot minimum): \_\_\_\_\_ ft
25. Please indicate the number of feet from the existing or proposed nearest septic tank (50-foot minimum): \_\_\_\_\_ ft
26. Please indicate the number of feet from the existing or proposed nearest septic absorption field or septic system spray area (150-foot minimum): \_\_\_\_\_ ft
27. Will the well be located in a flood plain?  Yes  No  
 If "Yes", will the well head extend 36 inches above the flood plain?  Yes  No

**VI. – Owner’s or Agent’s Certification:**

**I certify that, as the Applicant, I am the owner of the well which is the subject of this Application, or the Authorized Agent of the well owner. Additionally, I certify that each and all of the statements and information contained herein are true and correct to the best of my knowledge and belief. Moreover, I agree to fully comply with the terms of the Edwards Aquifer Authority Act, the rules of the EAA, and any well construction permit that may be issued pursuant to this Application.**

Signature of Owner or Agent \_\_\_\_\_ Date \_\_\_\_\_

Print Name: \_\_\_\_\_

Co-Signature \_\_\_\_\_ Date \_\_\_\_\_

Print Name: \_\_\_\_\_

## **Guidelines for Completing the Application for Edwards Aquifer Well Construction Permit**

Q: Who should complete this application?

A: This application is to be completed by any person performing the following:

1. Construct, install, and drill a new Edwards Aquifer well.
2. Alter or reconstruct an existing Edwards Aquifer well that includes installing additional casing, repairing existing casing, adjusting the well depth, or any work that may affect the integrity of the annular space seal.
3. Capping a new or existing Edwards Aquifer water well.
4. Install a geothermal Edwards Aquifer well.

Q: Do I have to complete more than one application if I plan to drill or alter more than one well?

A: Yes. A separate form must be completed for each water well.

### General Instructions:

1. In completing the application, please type or print legibly. Please use ink.
2. Please keep a copy of the application for your records.
3. Incomplete applications will be returned to the applicant.

### Part I - Applicant Information:

1. Please provide the property owner's full name. If both husband and wife own the existing well or proposed well, please provide both names.
2. If the property owner is a business, please provide a name of a contact person employed with the company. Provide the property owner's phone number.
3. Please provide the property owner's current mailing address.
4. If applicable, please provide the agent name. Please provide the agent telephone number.
5. Please provide the agent company name, if applicable.
6. Please provide the agent's current mailing address.
7. Please provide the full name of the drilling contractor's company name.
8. Please provide the full name of the water well contractor including license number of the driller and telephone number.
9. Please provide the driller's current mailing address.
10. Please list any groundwater withdrawal permits held with the Authority.
11. Please list any purchases or leases of Edwards Aquifer water rights.

### Part II - Eligibility for Exempt Well Status:

Q: What is exempt well status?

A: Exempt well status means the well is exempt from the requirement to obtain a groundwater withdrawal permit or to install a flow meter on the well. A well qualifies for exempt well status if it is incapable of producing more than 25,000 gallons of water a day, it will be used solely for domestic or livestock use, and it is not within or serving a subdivision requiring platting, as per Authority rules. Non-exempt wells are wells required to obtain groundwater withdrawal permit, install a meter, report annual water use, and

pay aquifer management fees, usually Municipal / Public Supply, Industrial, and Irrigation / Commercial Agricultural use.

1. Please indicate if you are applying for an exempt well.
2. Indicate whether the existing or proposed well is or will be incapable of producing more than 25,000 gallons of water per day.
3. Indicate if the well will be used only for domestic and livestock use.

**Note: Subdivision plats, land surveys, and recorded deeds will normally suffice as supporting documentation to determine if a subdivision of land requires platting pursuant to Authority rules.**

### **Part III – Supporting Documentation:**

1. A road map showing the location of the property where the well will be located on.
2. On a plat or diagram map of the property show the location of the existing or proposed well, any possible sources of contamination, existing or proposed, such as livestock/poultry yards, septic system absorption fields, petroleum storage tanks, etc. located within a minimum 150 foot radius of the existing or proposed well, and the location of the nearest property lines (50- foot minimum).
3. A copy of the certified recorded subdivision plat showing that the plat has been reviewed and approved by the commissioner’s court or other governmental body responsible for approving the plat (if applicable). **If a subdivision plat is inapplicable, then provide a certified copy of the property survey.**
4. Please provide a complete recorded deed for the property containing the proposed or existing well showing current ownership, legal description, county seal, and date recorded.
5. Describe and attach a diagram of the construction method (include depth of well and all other well construction specifications).

### **Part IV - Well Site Information:**

1. Please provide a physical address for the well site (if applicable). Please provide the name of the county and subdivision (if applicable) where the well will be located.
2. Please provide the latitude and longitude of the existing or proposed well. The readings must be in degrees/minutes/seconds in the NAD 83 coordinate system. Your water well contractor may have to provide this information.

### **Part V - Well Information:**

Q: Do I need a drilling contractor to help me fill out this section?

A: Possibly, yes. You will need to be familiar with Edwards Aquifer Authority drilling standards to answer some of the questions. If you do not know the answer, you will need to consult a drilling contractor to answer the questions.

1. Please check the correct box(s) that pertains to your situation. Please describe the activity for which you are seeking this permit. Describe if you are drilling a new well, altering or reconstructing an existing Edwards Aquifer well, or capping a new or existing Edwards Aquifer water well.
2. Indicate whether the well will be used for irrigation, industrial, municipal, domestic or livestock use. Check all that are applicable.

“Irrigation use” means the use of water for the irrigation of pastures or crops, including orchards.

“Industrial use” means the use of water for, or in connection with, commercial or industrial activities, including manufacturing, bottling; brewing; food processing; scientific research and technology; recycling; production of concrete, asphalt, and cement; commercial uses of water for tourism,

entertainment, and hotel or motel lodging; generation of power other than hydroelectric; and other business activities.

“Municipal use” means the use of water, within or outside of a municipality and its environs, supplied to the user by a third party, regardless of whether the third party is an individual, privately owned utility, political subdivision, or other entity, including the use of treated effluent for certain purposes specified as follows. The term includes:

- (A) the use of water for domestic use, the watering of lawns and family gardens, fighting fires, sprinkling streets, flushing sewers and drains, water parks and parkways, and recreation, including public and private swimming pools;
- (B) the use of water in industrial and commercial enterprises supplied by a municipal distribution system without special construction to meet its demands; and
- (C) the application of treated effluent on land under a permit issued under Chapter 26, TEX.

WATER CODE, if:

- (i) the primary purpose of the application is the treatment or necessary disposal of the effluent;
- (ii) the application site is a park, parkway, golf course, or other landscaped area within the Authority’s boundaries; or
- (iii) the effluent applied to the site is generated within an area for which the Texas Commission on Environmental Quality has adopted a rule that prohibits the discharge of the effluent. *See* EAA Rules § 702.1(b)(32).

“Domestic or livestock use” means the use of water for (a) drinking, washing, or culinary, (b) irrigation of a family garden or orchard the produce of which is for household consumption only, or (c) watering of animals.

3. If you checked “Domestic / Household” or “Livestock”, please check any of the following purposes for the water withdrawn: household, irrigation of household garden or orchard, landscape irrigation, swimming pool, livestock tanks and troughs, irrigation of hay fields, and /or other.
4. Please indicate the source of your groundwater (Edwards Aquifer, Trinity Aquifer, etc.).
5. Please provide if your new or existing well will be artesian or water table. If the well is expected to be a water table well, please provide the estimated depth (in feet) to the water source. Please beware that artesian wells may or may not flow but usually have confining layers overlaying the Edwards Aquifer that pushes the static water level above the Edwards formation
6. Please list the name of the water purveyor that is serving the property, if applicable.
7. Please provide the total estimated well depth (in feet).
8. Please provide total estimated casing depth (in feet).
9. Please provide the interval the well casing is perforated or slotted for the well screen.
10. Please provide the type of well casing, steel or PVC.
11. Please provide the type of steel or PVC casing to be used, i.e. Schedule (Schedule 40, etc.) or SDR (SDR 17, etc.) Type (s) or Casing wall thickness (0.375”, etc.) (in inches).
12. Please provide the outside diameter (OD) of the casing (in inches)\*.
13. Please provide the diameter of the borehole (in inches)\*.
- (\* **Note: The Edwards Aquifer Authority requires a 4 inch annular space, the space between the borehole and the outside casing wall, for non-exempt Edwards Aquifer wells.**)
14. Please provide the name of the sealing material that will be used to seal the annular space.
15. Please provide the estimated depth of the grout from surface (in feet).
16. Please provide the method to seal the annular space.
17. Please provide the type of packer(s) and packer depth(s), (if applicable).
18. Please provide (if applicable) the type of surface casing (sleeve) (Steel or PVC), the sleeve size (OD, in inches), and the estimated depth of the sleeve.

19. Please provide the type of water pump you will use or are using.
20. Please provide the fuel supply for your water pump.
21. Please provide the horsepower of your water pump.
22. Please provide the pumping rate of your water pump, in gallons per minute.
23. Please provide the total number of service connections served by the well.
24. Please provide the number of feet from the property line. Your well must be a minimum of 50 feet from the nearest property line.
25. Please provide the number of feet from the septic tank. Your well must be a minimum of 50 feet from the nearest septic tank.
26. Please provide the number of feet from the nearest septic field. Your well must be a minimum of 150 feet from the nearest leach field or spray area.
27. Please indicate if the well will be located in a flood plain? If "Yes", please indicate if the well head will extend 36 inches above the flood plain. (the well head is required to extend 36 inches above the flood plain)

**Part VI – Owner’s or Agent’s Certification:**

Please sign, print name, and date the application.