



NEW OPERATING PERMIT APPLICATION

rev. 2018

IN ORDER FOR THE OPERATING PERMIT APPLICATION TO BE FOUND ADMINISTRATIVELY COMPLETE THE FOLLOWING APPLICATION AND DOCUMENTATION SHALL BE COMPLETED AND SUBMITTED FOR NEW AND EXISTING WELLS. REFER TO DISTRICT RULE 11 TO CONFIRM THE APPROPRIATE TIER CATEGORY AND REQUIREMENTS.

SECTION A: CONTACT INFORMATION

Name of Place where Groundwater will be used

Well Owner's Name

Well Owner's Phone Number

Well Owner's Mailing Address

City

Zip Code

Well's Physical Address

City

Zip Code

SECTION B: PERMIT COMPLIANCE

Name of Person Responsible for Permit Compliance

Phone Number

Email Address

SECTION C: METER READING COMPLIANCE

Name of Person Responsible to Read and Record Meter Readings and to Report usage Quarterly

Phone Number

Email Address

SECTION E: PURPOSE OF USE Select One Use

IRRIGATION ONLY TCEQ PUBLIC WATER SYSTEM RETAIL WATER SYSTEM COMMERCIAL

OTHER DESCRIBE

SECTION F: HTGCD WELL NUMBER /LATITUDE /LONGITUDE

WELL #/LAT/LONG :

WELL #/LAT/LONG :

WELL #/LAT/LONG :

WELL #/LAT/LONG :

SECTION G: DOCUMENTATION TO COMPLETE AND SUBMIT

- Well Construction Notification(s)/Well Registration(s)
- User Drought Contingency Plan
- User Water Conservation Plan
- Project Engineering Plans
- Property Plat, Survey, or Map of the parcel showing the location of the proposed well and that includes existing or proposed buildings, all water wells (including those abandoned, deteriorated, or not currently in service), septic tanks, septic disposal areas, driveways, barns, feedlot, ponds, creeks, rivers, intermitted streams, property lines, and any other known or suspected potential sources of pollution
- Capacity of the Well and the requested Rate of Withdrawal concerning Tier 2 and Tier 3 applications
- Geophysical Log of the well
- A Well Performance Test (Tier 2) shall be required if the total annual amount is greater than two (2) and less than or equal to six (6) acre feet. The performance test and report shall follow the guidelines of the District's "Certification of Groundwater Availability"
- An Aquifer Test (Tier3) and aquifer report are required if the total annual amount is greater than six (6) acre feet or if the application is a permit amendment that increases the permit amount to a volume greater than six (6) acre feet per year.
- A State Well Report for an existing well concerning the application
- Provide evidence that the well(s) do not allow comingling between sub-aquifers

SECTION H: PERMIT DETAIL

Number of Full-Time Employees	Number of Part-Time Employees	Number of Days Open per week
Number of Toilets	Number of Sinks	Number of Baths/Showers
Number of Ponds or Pools	Length, Width and Depth	Ponds lined with
Rainwater Collection Storage Capacity- tank in gallons		Non-Rainwater Storage Capacity- tank in gallons
Will Rainwater be used for outdoor irrigation or indoor needs. Please explain		
Describe any Outdoor Irrigation- grass area, plants, trees etc.		
Will groundwater be used as a material item within your business. Please explain		
Number of current water connections connected to your well(s) ie. homes, RV slips, buildings etc.		Number of current Total Occupants
Total number of water connections at full build out		Total number of Occupants at full build out

SECTION I: ANNUAL PRODUCTION AMOUNT (requested)

Quantity of groundwater per year in Gallons or Acre Feet: 325,851 gallons = 1 Acre Foot

SECTION J: FORMULAS AND CALCULATIONS Provide all detail to determine Annual Productin Amount

SECTION K: TIER REQUIREMENTS Select Appropriate Tier

Tier 1 No Test required if application request is 2 acre feet or less

Tier 2 Well Performance Test: Is required if application request is Greater than 2 acre feet, less than or equal to 6 acre feet

Tier 3 Aquifer Test: Is required if application request is greater than 6 acre feet

SECTION L: IMPORTANT

- I understand that Conformance to HTGCD Rules does not eliminate requirements for the applicant or contractor to conform with other State Laws, Conditions, or Requirements. Review 30 TAC 290.38 (14) and Well Construction Standards
- I understand that Upon District notification, District staff may need to inspect my well and meter
- I understand District Rule 3.5.5:
The General Manager shall inform the applicant, in writing, of any deficiencies in the application. If the applicant fails to provide the required information within 180 days of the notice of deficiency, the application will be denied. The General Manager may request clarification of any information provided on the application or in any attachment thereto
- I understand that I am responsible to submit meter readings to the District quarterly even if my production used is zero
- I understand that I owe HTGCD water connection fees, at the going rate, anytime I make a water connection to my system

SECTION M: PRIOR TO HTGCD ISSUING FINAL OPERATING PERMIT THE FOLLOWING ITEMS SHALL BE MET

- Proof and submission of a flow meter installation
- Submission of Affidavit of Publication of the 10-Day Notice of the application
- Submission of Affidavit of Publication of the 20-Day Notice of the administratively complete application
- Submission of Full Payment for any Water Connection Fees due
- Submission of Full Payment for any outstanding Fees or Penalties owed by the applicant
- Proof of installation of an access tube or other means to allow clear access to groundwater

DISTRICT USE ONLY

Date Application Submitted

Date Administratively Complete

Well Construction Notification Number(s) / Well Registration Number(s)

SECTION N: SWORN STATEMENT

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision. The information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware there are significant penalties for submitting false information. I agree to operate the well in accordance with the Hays Trinity Groundwater Conservation District's Rules, terms, conditions and all permit provisions. I further state that I am the applicant or am authorized to act for the applicant.

- I understand and agree that my typed name is considered my official signature.

Date

Signature of Well Owner or Authorized Agent