



NEW OPERATING PERMIT APPLICATION

A. WELL OWNER 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
Contact Person's Name Responsible to uphold permit Contact Person's Phone Number
Contact Person's Company Name Contact Person's Email Address
Contact Person's Name for reporting meter reading Contact Person's Phone Number
Contact Person's Email Address

B. PURPOSE OF WELL: check appropriate box

IRRIGATION [] PUBLIC WATER SYSTEM [] RETAIL WATER SYSTEM [] COMMERC;3L []
OTHER [] DESCRIBE

C. PERMIT DETAIL Complete all applicable questions listed below. Mark blanks with N/A

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 connections currently connected to your well(s) ie. homes, RV slips, buildings etc. Number of Total Occupants

D. ANNUAL MAXIMUM PRODUCTION REQUEST

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

E. ANNUAL PRODUCTION WORKSHEET

Provide calculations how you determined your annual production request.

Example: Our project will contain a total of 10 homes all using groundwater. We will be allowing residents to install and collect rainwater systems to water outdoor areas around the homes. We will be using natural/organic fertilizers and pesticides in caring for our community. We will also be using treated wastewater from our homes to irrigate our common grounds providing relief to our well. We will be installing one dry detention pond to eliminate the need to fill a wet pond hence providing further relief for our well and allow it to recover. We are requesting 330 gallons per day per home over the course of the year, see our calculation below. We understand that 1 acre foot equals to 325,851 gallons.

10 Homes x 330 gallons/day x 1 year(365 days)
10 x 330 x 365 = 1,204,500 gallons/year
1,204,500/acre feet = 3.696 AF

We request that Hays Trinity Groundwater Conservation District review our application for an operating permit in the annual amount of 3.70 acre feet. We understand that we are responsible to: install a totalizing flow meter(s) so we can report our monthly production to the District, curtail our monthly production in times of drought according to our drought cutback chart, and follow the HTGCD District Rules and Permit requirements.

F . Tier Requirements

Select Appropriate Tier

- Tier 1 **No Test:** 2 acre feet or less
- Tier 2 **Well Performance Test:**
more than 2 acre feet, less than or equal to 6 acre feet
- Tier 3 **Aquifer Test:** greater than 6 acre feet

See District Rule 11 for requirements. The test well construction notification and Rule 11 is not applicable for drilled and producing wells prior to January 1, 2010, if the well's use is for or similar to the original intended use.

G. WELL SITE MAP

I shall provide a map or property plat displayed with an "X" indicating location of the well site.

Map to include: property lines, existing wells, wastewater systems, any potential contamination sources, septic system drain fields and wastewater irrigation systems.

H. DROUGHT CONTINGENCY PLAN

SIGNATURE REQUIRED ON D.C.P. FORM

I. WATER CONSERVATION PLAN

SIGNATURE REQUIRED ON W.C.P. FORM

J. DROUGHT CUTBACK CHART

During HTGCD declared drought conditions, my annual maximum production allowable shall be curtailed by the amounts indicated on my drought cutback chart

K. WELL CONSTRUCTION NOTIFICATION:

The District requires all applicants of new wells and existing non-exempt wells complete and submit a well construction notification application to the District.

L. PROOF OF PUBLISHED NOTICE

I shall provide the District an affidavit from a locally distributed newspaper of my published notice

M. WELL SITE AND METER INSPECTION

Upon District notification, I give my permission for District staff to enter my property to inspect my well site and meter

Signature of Well Owner or Authorized Agent

R. 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.

Signature of Well Owner or Authorized Agent

Date

N. FLOW METER INSTALLATION

I shall install a totalizing flow meter(s), submit monthly production totals and all required reporting information to the District.

Installation of a 1" pvc pipe is recommended.

O. Other State Laws, Conditions & Requirements

Conformance to HTGCD Rules does not eliminate requirements for the applicant or contractor to conform with other State Laws. Review 30 TAC 290.38(14) and Well Construction Standards

P. TRANSPORTATION

AMOUNT INTENDED TO USE OUTSIDE THE DISTRICT BOUNDARIES

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

Q. WELL TEST REPORT

Test results from Tier 2 or Tier 3 shall be provided to the District including but not limited to:
HTGCD's "Certification of Groundwater Availability" report,
geophysical logs, cutting samples, water quality analysis and
a well construction diagram.

DISTRICT USE ONLY

District Well Construction Notification Number

Date Application Received

Date Administratively Complete



WATER CONSERVATION PLAN (WCP)

Name of Place where groundwater will be used _____

Name of Person Responsible to uphold permit _____

Responsible Person's Company Name _____

The Permittee will:

Employees:

- 1) Notify all employees of the Water Conservation Plan
- 2) Post signs at faucets, sinks, outdoor spigots, and other water sources reminding employees to use water wisely.
- 3) During staff meetings and when appropriate, suggest ways for employees to reduce water consumption in order to promote and encourage voluntary conservation measures.
- 4) Require employees to report all faulty fixtures or leaks to maintenance for repair.

Indoors:

- 5) Implement an on-going program of system leak detection and repair which shall include the consideration and utilization of improved technology when possible.
- 6) Require low flow / low volume fixtures be installed in all new construction.
- 7) When replacing old fixtures, do so with low flow / low volume products.

Outdoors:

- 8) Use water-efficient landscape practices including Xeriscaping, drip irrigation, and automatic sprinkler systems.
- 9) Adopt a five-day watering schedule during the summer irrigation season. This may be based on a municipal or area-wide published calendar related to street addresses.
- 10) Assist District in the distribution of conservation and educational materials.
- 11) Periodically review and evaluate this water conservation plan and implement revisions to the plan as necessary.
- 12) Develop policies to monitor, mediate and enforce compliance with this water conservation plan.

This Water Conservation Plan has been adopted as part of the requirements of the Hays Trinity Groundwater Conservation District including complying with all District Rules.

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

Signature

Date



USER DROUGHT CONTINGENCY PLAN (UDCP)

Name of Place where groundwater will be used: []
Name of Person Responsible to uphold permit: []
Responsible Person's Company Name: []

INTRODUCTION

Hays Trinity Groundwater Conservation District (District)

This UDCP will enable you to manage your water system and water resources in a conscientious, fair, and appropriate manner during District declared drought conditions. It is not designed to punish, stigmatize, or criticize anyone about their usage of water. Its sole intent is to maintain an adequate supply of groundwater during the various stages of drought conditions or other water supply emergencies, which may occur from time to time.

As a permit holder with the District, I believe that significant reductions in water usage can be achieved through drought triggered water use curtailments and other voluntary efforts. I understand that implementation of voluntary water conservation measures and conscientious water use practices are encouraged at all times; however, additional water use curtailments are required in case of District declared drought stages, periods of abnormally high usage, system contamination, or extended reduction in ability to supply water due to equipment failure. Should drought conditions reach more severe stages, I have planned and am prepared to further curtail my usage.

SECTION 1 - Declaration of Policy, Purpose and Intent

As a permit holder with the District, it is our continuing effort to maintain an adequate supply of high quality water as prepared within this UDCP. In order to maintain supply, storage, pressure or to comply with regulatory requirements, temporary restrictions may be instituted to limit nonessential water usage. This UDCP satisfies and complies with HTGCD Rules.

As the permit holder with the District, being the responsible official, I agree to comply with all applicable District Rules, the Drought Cutback Chart, the Water Conservation Plan, and the measures of the enclosed User Drought Contingency Plan and to officially adopt the enclosed plan through the appropriate vehicle (i.e. ordinance, TCEQ tariff amendment, policy amendment, etc.).

SECTION 2 - Drought Notice

The District will notify permittees of the implementation or termination of each drought stage of the water restriction program. Permittees must then inform all employees/tenants/end users prior to implementation or termination of each stage. Notice of the District declaration must be provided at least 72 hours prior to the start of water use restrictions.

SECTION 3 - Drought Stage Triggers

Upon District notification of Drought Stage Alarm, Critical or Emergency declaration, as the permit holder, I will activate the respective response measures of this User Drought Contingency Plan, our Water Conservation Plan and curtail our production according to our Drought Cutback Chart. It is understood that the District drought triggers can be reviewed on their website www.haysgroundwater.com under Quick Links/ Drought Management.

SECTION 4 - Alternate Water Sources

If applicable, identify any alternate water sources or any other contingency to be utilized or implemented directly by the utility to manage limited water supplies in the event of water supply contamination or system outage. The alternate supply or other contingency shall be evidenced by documentation (contracts, affidavits, etc.) that demonstrates the availability when needed.

The alternate water source/contingency) is: []

SECTION 5 - Drought Stages and Production Cutback

As the permit holder, I shall perform and adhere to the actions specified within the UDCP, within the Water Conservation Plan, and those curtailments listed on the Drought Cutback Chart (see sample chart below) during District declared drought stages.

District Drought Stages:

- No Drought**
- Voluntary Conservation: 10% reduction**
- Alarm: 20% reduction**
- Critical: 30% reduction**
- Emergency: 40% reduction**

Sample Drought Cutback Chart

Permittee "Company X"		5 Acre Feet		Drought Contingency Plan				
2013 Permit				Production Cutback Chart				
		1,629,255 Gallons						
	Actual Use Gallons		Stage 1		Stage 2	Stage 3	Stage 4	Gallons Over
			Baseline Gallons	Voluntary 10%	Alarm 20%	Critical 30%	Emergency 40%	
January		6%	97,755	87,980	78,204	68,429	58,653	
February		7%	114,048	102,643	91,238	79,833	68,429	
March		7%	114,048	102,643	91,238	79,833	68,429	
April		7%	114,048	102,643	91,238	79,833	68,429	
May		8%	130,340	117,306	104,272	91,238	78,204	
June		10%	162,926	146,633	130,340	114,048	97,755	
July		12%	195,511	175,960	156,408	136,857	117,306	
August		12%	195,511	175,960	156,408	136,857	117,306	
September		10%	162,926	146,633	130,340	114,048	97,755	
October		8%	130,340	117,306	104,272	91,238	78,204	
November		7%	114,048	102,643	91,238	79,833	68,429	
December		6%	97,755	87,980	78,204	68,429	58,653	
Totals	0		1,629,255	1,466,330	1,303,404	1,140,479	977,553	0 at \$10 per 1000 gallons

SECTION 6 - Conservation Recommendations

- Don't leave faucets running when not in use
- Only run dishwasher and washing machines with full loads
- Reduce shower times or draw less water for baths
- Water between the hours of 8:00 pm and 8:00 am
- Check sprinkler heads regularly to prevent wasteful overspray or broken heads
- Adjust run times and frequency of sprinkler systems in response to weather conditions
- Avoid watering on windy days
- Limit washing of vehicles- if possible use a commercial car wash which recycles water
- No washing of driveways, sidewalks or streets
- Use mulch to conserve soil moisture
- Cut lawns on highest setting and leave lawn clippings on lawn instead of bagging

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

Signature

Date

Click to Submit
via Email

Or
Save the Completed Application and
attach on an Email to
Manager2@haysgroundwater.com

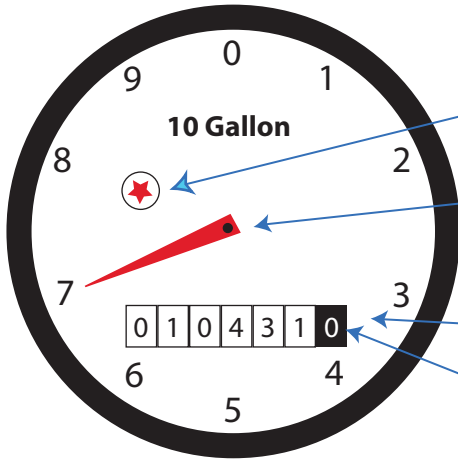


How to Read your Meter for Reporting

It is important that HTGCD operating permit holders know how to read their groundwater meters accurately, as it is essential for submitting your monthly reporting to the District office.

Your meter, which is similar to the odometer on your car, needs to be recorded each month. Using a little subtraction, you can easily calculate the production used in the prior month.

When reading your meter, it is important and required that you include all "fixed zeros" located to the right of the rotating numbers.



Low Flow Indicator: Will rotate with very low flow through the meter and can be used to detect small leaks

Dial: Will rotate when water passes through the meter. This example measures the water in gallons using a 10 gallon meter. One rotation of the dial represents 10 gallons

Odometer: Records total water use and is similar to your car's odometer.

Fixed Zero: These do not rotate but shall be included within your quarterly reporting to the District office

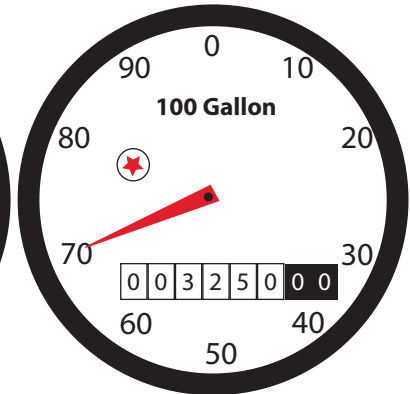
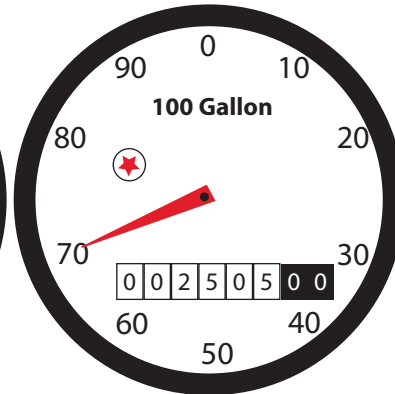
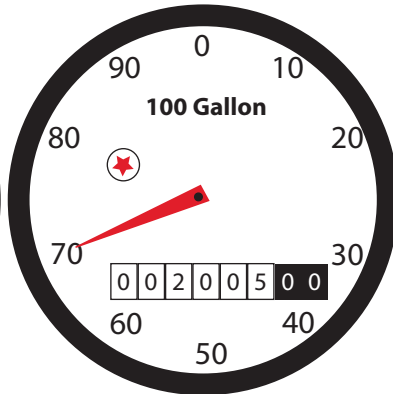
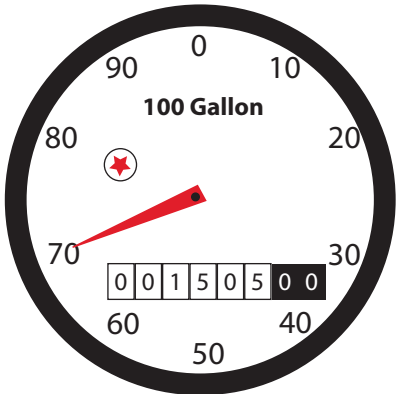
This meter reads: 104,310 gallons

January 1

February 1

March 1

April 1



This meter reads: 150,500 gallons

This meter reads: 200,500 gallons

This meter reads: 250,500 gallons

This meter reads: 325,000 gallons

To calculate January's production, subtract January's reading 150,500 from February's reading 200,500

$$\begin{aligned} 200,500 - 150,500 &= 50,000 \text{ gallons used in January} \\ 250,500 - 200,500 &= 50,000 \text{ gallons used in February} \\ 325,000 - 250,500 &= 74,500 \text{ gallons used in March} \end{aligned}$$

Please contact the HTGCD office 512-858-9253 if you have any questions reading your meter or if you did not arrive to the same meter readings above