

## Procedures for Permitting a New Well

In order for the General Manager to consider an application for a water well permit, the applicant must submit the following information to the District. **Any delay in providing all the information outlined below and any additional information deemed necessary by the General Manager will delay the permitting process.**

This form must be completed for each new well and may be submitted to the District by facsimile (806-935-6633), email ([kalwan@northplainsgcd.org](mailto:kalwan@northplainsgcd.org)) or in person. If you call the District for your permit the form can be sent to you either by email or fax.

**Applicant Information:** *Must be Authorized Agent with District or Landowner*

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

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ St: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

**Landowner Information: (As listed on Deed)** *Verified through CAD or Filed copy of Deed*

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

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ St: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

**Legal description of the property on which the well will be drilled:**

County: \_\_\_\_\_ Quarter:    NW            SW            NE            SE

Section: \_\_\_\_\_ Block: \_\_\_\_\_ Survey: \_\_\_\_\_

Estimated Rate of Withdraw in gallons per minute: \_\_\_\_\_ Driller: \_\_\_\_\_

Use of Groundwater:    Municipal    Industrial    Irrigation    Other: \_\_\_\_\_  
SPECIFY

Longitude: \_\_\_\_\_

Latitude: \_\_\_\_\_

DISTRICT RULES REQUIRE YOU TO DRILL WITHIN 10 YARDS OF THE PERMITTED LOCATION

A stake must be placed at the above location. A Natural Resource Specialist will go to your staked location, gather all necessary data to determine it meets all current District Rules and will submit a report to the General Manager. **Once all required information is received from you and the Natural Resource Specialist, your permit will be issued within 7 business days.**

Replacing a Well: Y or N    Status of well to be replaced: \_\_\_\_\_  
Plugged or Stock well (17.5 GPM or Less)

Property Line Spacing Easement: Y or N    (If well is less than 100 yards from all property lines)

The Water Well Construction Permit fee is \$500.00 and is non-refundable. The District accepts credit (MasterCard, Visa or Discover only), Checks or Cash. Please return this form with your method of payment.

**District Use Only:** Date/Time Received: \_\_\_\_\_ Pre Drill Scheduled: \_\_\_\_\_

Property ID# \_\_\_\_\_ Property Description: \_\_\_\_\_

Well # \_\_\_\_\_ of \_\_\_\_\_ wells allowed    Agent Auth Verified \_\_\_\_\_

Limiting Permits: \_\_\_\_\_