COMMONWEALTH of VIRGINIA

DEPARTMENT OF ENVIRONMENTAL QUALITY

**APPLICATION FOR A GROUNDWATER WITHDRAWAL PERMIT**

**1. AGENT/CONSULTANT INFORMATION**

Company Name:

Contact Name:

Mailing Address:

City: State: Zip:

Telephone No.:

Email Address:

**2. OWNER INFORMATION:** FIN

Owner: Phone:

Owner Address:

City: State: Zip:

Email address:

**2. FACILITY INFORMATION:**

Facility/System Name:

Facility 911 Address:

City: State: Zip:

Contact Name: Title: Phone:

Email address:

1. **PREAPPLICATION MEETING DATE:**

1. **TYPE OF APPLICATION:**

Existing withdrawal, not previously permitted

New or expanded withdrawal

Modification of permit Number

Reapplication for existing permit Number with changes

Reapplication for existing permit Number without changes

For Reapplications:

Existing withdrawal permit amount gallons per (Day, Month, Year)

Date of expiration of existing Groundwater Withdrawal Permit

1. **REQUESTED WITHDRAWAL AMOUNT:**

Maximum gallons per year,

Maximum gallons per month

Maximum gallons per 15 year permit term\*

(\*For seasonal or occasional withdrawal applications such as irrigation or drought relief)

1. **BENEFICIAL USE:**

Domestic (including public and private water supply)

Agricultural

Commercial

Industrial

Does the requested volume include a portion for irrigation? Yes  No

1. **FEE SUBMITTED:** $  **DATE**  **Agricultural Application – No Fee**
2. **LOCATION INFORMATION**

Locate all wells (existing, proposed, abandoned, out of service), along with the facility property boundaries (note that operations on contiguous properties even if beneficial uses are different may be considered for inclusion into a single permit) and/or water supply service area associated with the application on:

1. A United States Geological Survey 7 1/2 minute topographic map or copies of such maps. This map should contain the quadrangle name, the scale of the map, and a north arrow.
2. A detailed location map for each existing and proposed well. The detailed location map must be of sufficient detail that all wells may be easily located for site inspection.   
     
   This portion of the application submittal may be waived at the pre-application meeting if there are no planned modifications to the system including new wells and satisfactory maps and drawings are on file with the Department. Check the boxes below as appropriate if this information was waived at the pre-application meeting.

Requirement for United States Geological Survey map waived by DEQ at pre-application meeting.

Requirement for detailed location map waived by DEQ at pre-application meeting.

1. **GEOTECHNICAL INFORMATION**

Complete the Existing Well Information Worksheet (Attachment A) unless appropriate well construction information is on file with the Department and this portion of the application submittal was waived at the pre-application meeting. Check the box below if this information was waived at the pre-application meeting.

Additionally, for re-applications, check the box below if the pump intake depths have not changed since issuance of the previous permit. If the pump intake depth has changed, then the complete information for that well should be submitted in the following table and a revised Pump Intake Record Form will need to be submitted showing the current pump intake depth.

Requirement for well construction information waived by DEQ at pre-application meeting.

Pump intakes have not changed since previous permit issuance.

Complete the Proposed Well Information Worksheet (Attachment B) for all wells proposed for construction

within 24 months of application submittal.

1. **JUSTIFICATION FOR THE AMOUNT OF WITHDRAWAL REQUESTED:**

**Description of beneficial use:**

1. Describe the nature of the activity and the proposed beneficial use of groundwater.
2. Include an overview of system design and operation and a description of the product produced or the service provided.
3. If the request is for a public water supply include an estimation of the percentage of the withdrawal for human consumptive use as defined in the application instructions. Additionally, attach a complete copy of the Virginia Department of Health Water Works Operation Permit and Engineering Description Sheets or equivalent.
4. If the system contains conjunctive use (combination of surface water and groundwater sources), describe the system components and identify the apportionment between surface water and groundwater contributions

**Documentation of beneficial use:**

Attach documentation demonstrating that the annual, monthly, and permit term amount of groundwater volume requested is the smallest amount of volume necessary to support the proposed beneficial use and that the amount is representative to support similar uses when adequate conservation measures are employed.

**Water demand projections:**

1. Include a narrative description of the water supply issues that form the basis of the proposed withdrawal including documentation to support the intended beneficial use over a fifteen year permit cycle.
2. Include descriptive text and all calculations showing how the total amount of water required to produce a product or provide a service was determined.
3. Include specific requirements for each category of applicant: Public Water Supply, Agricultural, Commercial, and Industrial are described in 9VAC25-610-102.

**Line Drawing:**

1. Attach a line drawing showing the water flow through the facility/system.
2. Indicate wells, meter locations, sources of surface intake, and treatment, or other operations generating wastewater.
3. Construct a water balance on the line drawing by showing average flows between intakes, treatment units and discharge points.   
     
   This portion of the application submittal may be waived at the pre-application meeting if there are no planned modifications to the system including new wells and a satisfactory drawing is on file with the Department. Check the box below if this information was waived at the pre-application meeting.

Requirement for a line drawing of the system waived by DEQ at pre-application meeting.

**Apportionment of withdrawal to individual wells:**

1. Attach an operational pumping schedule for applications with multiple wells.
2. Indicate whether the withdrawal from each well is daily, seasonal or intermittent.
3. Describe the frequency of use and pumping volume for each well for each month in a calendar year.   
     
   This portion of the application submittal may be waived at the pre-application meeting if there are no planned modifications to the system including new wells and satisfactory apportionment information is on file with the Department or if the wells are operated equally. Check the box below if this information was waived at the pre-application meeting.

Requirement for apportionment of withdrawal to individual wells waived by DEQ at pre-application meeting.

1. **ALTERNATIVES ANALYSIS**

Provide an alternative analysis for the proposed groundwater withdrawal project including the availability and use of lower qualities of groundwater that can still be put to the beneficial use; the criteria used to evaluate each alternative; and documentation and evaluation of the cost of each alternative on an equivalent basis. The analysis must address all of the criteria contained in 9VAC25-610-102.

1. **WATER CONSERVATION AND MANAGEMENT PLAN:**

Provide, as a stand-alone attachment, a Water Conservation and Management plan that will be referenced and implemented by the permittee. The plan should be consistent with local and regional water supply plans in the applicant’s geographic area developed as required in 9VAC25-780. The plan shall be specific to the type of user and must contain all of the requirements in 9VAC25-610-100.

**11. LOCAL AND AREA WIDE PLANNING REQUIREMENTS:**

Include a completed Local Government Ordinance Form (LGOF) from the local governing body of the county, city or town in which the withdrawal is to occur, indicating that the location and operation of the withdrawing facility is in compliance with all ordinances adopted pursuant to Chapter 22 (§ 15.2-2200 et seq.) of Title 15.2 of the code of Virginia.

If the LGOF is not enclosed, include documentation demonstrating that the county, city or town failed to respond within 45 days to such a request made by the applicant by certified mail, return receipt requested. 9VAC25-610-94 2 i

**12. MITIGATION PLAN:**

Pursuant to 9VAC25-610-94 2 l of the Groundwater Withdrawal Regulations a plan to mitigate potential adverse impacts from the proposed withdrawal on existing groundwater users is required. A model mitigation plan is available from the Department.

1. **CERTIFICATION AND SIGNATURE**

Pursuant to 9VAC25-610-150 A: Any application for a permit under this chapter must bear the applicant’s signature or the signature of a person acting in the applicant’s behalf with the authority to bind the applicant.

Pursuant to 9VAC25-610-150 C: “I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system or those persons directly responsible for gathering information, the information submitted is to the best of my knowledge and belief true, accurate, and complete. I am aware that there are significant penalties for submitting false information including the possibility of fine and imprisonment for knowing violations.”

Signature:

Date:

Printed Name:

Title:

Phone:

**ATTACHMENT A - EXISTING WELL INFORMATION WORKSHEET**

Complete the well information worksheet for all existing wells associated with this application. **ATTACH** copies of original water well completion reports for each well listed below. DEQ well identification plates must be attached to each existing well. A new well plate will be supplied by the Department at the time of permit issuance

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Well Name | Owner  well # | DEQ  Well # | Depth  (ft.) | Pump  Capac.  (gpm) | Pump  Set  (ft) | Well\*  Type | Well\*\*  Status | ID Plate on Well (Y or N) | Screen Interval(s)  (ft.) | Latitude | Longitude |
| Datum: | |
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Attach additional sheets if necessary

\* Well Types: (P) Production, (M) Monitoring, (E) Emergency Standby, (R) Drought Relief, (S) Aquifer Storage & Recovery (D) Permanent Dewatering, (O) Other - Specify

\*\* Well Status: (Act) Active, (Abn) Abandoned, (Alt) Altered From the Original Construction, (OOS) Out of Service

**ATTACHMENT B - PROPOSED WELL INFORMATION**

Contact the Department to obtain DEQ well identification numbers prior to application submittal. Reference the DEQ well identification number on all drilling documentation. A DEQ well identification plate must be attached to each completed well. A well plate will be supplied by the Department after well completion. Contact the Department at least two weeks prior to the start of drilling operations for each proposed well.

**PROPOSED WELL INFORMATION WORKSHEET**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Well Name | Owner  well # | Depth  (ft.) | Pump  Capac.  (gpm) | Pump  Set  (ft) | Well\*  Type | Well\*\*  Status | Screen Interval(s)  (ft.) | DEQ Well # | Proposed  Latitude | Proposed  Longitude |
| Datum: | |
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Attach additional sheets if necessary

\*Well Types: (P) Production, (M) Monitoring, (T) Test, (E) Emergency Standby, (R) Drought Relief, (S) Aquifer Storage & Recovery, (D) Permanent Dewatering, (O) Other - Specify

\*\* Well Status: (NEW) New, (REP) Replacement Well, (ALT) Altered