



**Well Construction, Well Destruction, Test and Exploratory Hole
Permit Application Submission Process:**

Instructions:

Please complete the attached document and provide the information requested.

Submission and Payment:

Appointments – Main office regular business hours are Monday to Friday between 8:00 a.m. - 4:30 p.m.

1. Use the following link <https://kiosk.na6.qless.com/kiosk/app/home/125> and follow the instructions to schedule an appointment before arriving to our main office (address below).
2. Enter your name (first, last) and cell phone number (only one number per user). You will receive text messages about your appointment. Skip the window labeled “*Additional Information.*” Select “*Wells Appointment Only*”, then select “*Submit application and documents*” and choose the date and time. When you have finished submitting the application package to the front desk personnel, staff will place you into the queue to pay for the submission.
3. The well permit application and required documents will be reviewed within 10 business days. Ensure to provide a valid email address to receive the approved well permit applications. If no email address is provided, the approved well permit application will be mailed to the well owners or consultants.

Walk-In – Main office regular business hours are Monday to Friday between 8:00 a.m. - 4:30 p.m.

1. Please bring the well permit application, required documents, and payment method to our main office. You will have to make an appointment on the QLess system at the lobby or front desk using our QR code. Follow the instructions as shown above in **Appointments** to make appointments on the QLess system.
2. Acceptable payment methods in-person: cash, credit cards, money orders and checks.
3. The well permit application and required documents will be reviewed within 10 business days. Ensure to provide valid email addresses to receive the approved well permit application. The approved well permit application will be mailed to the well owners or consultants if no email addresses are provided.

Email – The well permit application and required documents may be submitted to EHOCWells@ochca.com for review and approval. The well permit application, required documents, and payment are still required to be submitted either in-person or via mail. Follow the in-person instructions to submit application, documents, and payment.

Mail – Completed and signed applications, supporting documents, and corresponding fees shall be mailed or delivered to:

Orange County Health Care Agency
Attn.: Water Quality, Wells Section
1241 East Dyer Road, Suite 120
Santa Ana, CA 92705-5611

Make checks or money orders payable to: **COUNTY OF ORANGE**

Permitting Exemptions:

1. Hand-augered work.
2. Vadose zone monitoring systems regulated by the administrative authority for enforcement of the Underground Storage Tank Laws and Regulations.
3. Wells used for the purpose of dewatering excavations during construction, or stabilizing hillsides or earth embankments.
4. Soil borings which meet **all** of the following conditions:
 - a) less than 50 feet in depth;
 - b) do not enter into groundwater;
 - c) do not penetrate significant confining material beds;
 - d) will be backfilled within 24 hours of completion (i.e., nothing will be left in place after 48 hours).
5. Oil and gas wells, or other wells, constructed under the jurisdiction of the State Department of Conservation, except those wells converted to use as water wells.
6. The EPA exempts permitting requirements for well construction and destruction activities conducted within Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) sites, commonly known as Superfund.
7. Inclinometers for dams overseen by the Division of Safety of Dams.
8. Other wells whose regulation is not necessary, as determined by the County of Orange's Well Standards Advisory Board (WSAB).

Please note:

- For projects located within the cities of Anaheim, Buena Park, Fountain Valley, Orange, and San Clemente, please contact the respective cities' well permitting desks. For the projects located in the unincorporated areas of these cities, continue with this form.
- For projects located within the City of Fullerton, the application must be reviewed and signed by the City of Fullerton's Public Works Department prior to submittal to this Agency.
- Nested wells at or near remediation sites shall be approved by the overseeing regulatory agencies (e.g., Local Oversight Program, Department of Toxic Substances Control, Regional Water Board, etc.) prior to submitting the application to this Agency.
- Well destructions at remediation sites require prior approval for their removal by the overseeing regulator prior to submitting the application to this Agency.
- Well/Exploratory Boring Permits are nontransferable and expire one year from the date of approval.
- An applicant shall be assessed a late charge if a well permit is not obtained prior to the date construction commences. Late charges shall be equal to twenty-five percent (25%) of the applicable fee, rounded to the whole dollar.
- Fifty percent (50%) of the fee shall be returned to the applicant should the permit be denied or if the permit is canceled within sixty (60) days after issuance and no work has been done.
- Notify this Agency of any changes to the work plan at least 48 hours prior to start via email at EHOCWells@ochca.com.
- Please refer to the fee schedule for water quality programs on our website for the latest fees. <https://www.ochca.com/about-hca/public-health-services/environmental-health-services/resources/fees-services>.
- Please refer to the Bulletin for the Destruction of Monitoring Wells and Soil Borings on our website for a list of approved sealing materials for well constructions and destructions, and the backfilling borings.
- *Incomplete applications will not be accepted.*

I hereby agree to comply with all applicable requirements of the Health Care Agency and with all ordinances and laws of the County of Orange and of the State of California pertaining to well construction, reconstruction and destruction, including the requirements to maintain the integrity of all significant confining zones. A violation of the California Well Standards and the local Well Ordinances may constitute a misdemeanor (County Well Ordinance Sec. 4-5-31).

WELL OWNER		
WELL OWNER'S NAME	EMAIL ADDRESS	
WELL OWNER'S ADDRESS / CITY / STATE/ ZIP CODE		TELEPHONE NUMBER
WELL OWNER'S SIGNATURE		DATE
CONSULTING FIRM		
NAME OF CONSULTING FIRM	BUSINESS ADDRESS/CITY/STATE/ZIP CODE	PROFESSIONAL LICENSE NUMBER
CONSULTANT'S SIGNATURE	DATE	EMAIL ADDRESS
DRILLING CONTRACTOR		
NAME OF DRILLER	EMAIL ADDRESS	C-57 LICENSE NUMBER
DRILLER'S SIGNATURE		DATE
REQUIRED DOCUMENTS		
WATER & STORMWATER DRY INJECTION WELL CONSTRUCTION		
<input type="checkbox"/> An approval from the Division of Drinking Water (DDW) for public or municipal water wells.		
<input type="checkbox"/> A cross-section well diagram detailing total depth, borehole diameter, depth and thickness of the sanitary seal(s), type(s) of casing(s), and length(s) of screen(s) / slotting. A top view is required for nested wells that demonstrate the radial thickness separation.		
<input type="checkbox"/> Indicate the number of water aquifers the well will be screened through.		
<input type="checkbox"/> A site map using a 250-foot radius from the proposed water well location that includes locations and distances to: <ul style="list-style-type: none"> • All existing, active, inactive, and/or abandoned water wells. • All existing, abandoned, and/or proposed sewer lines, recycled water lines, and storm drain lines. • All active and/or abandoned leach fields, cesspits, and septic tanks. • All animal enclosures (e.g., stables, coops, kennels, etc.). • All water courses and/or bodies of water, including, but not limited to: rivers, creeks, ponds, retention ponds, and/or swimming pools. • All other underground storage tanks and open (regulated) remediation sites. • All nearby structures (e.g., commercial and residential buildings, houses, storage sheds) sanitary hazards and their locations. 		
NON-PRODUCTION WELL CONSTRUCTION		
<input type="checkbox"/> Written work plan. For regulated sites, an approved work plan by the overseeing regulatory agency must be included for the installation of any type of nested well.		
<input type="checkbox"/> Site map(s) showing the locations of the proposed wells (no topographical maps).		
<input type="checkbox"/> A cross-section well diagram detailing total depth, borehole diameter, depth and thickness of the sanitary seal(s), type(s) of casing(s), and length(s) of screen(s) / slotting. A top view is required for nested wells that demonstrates a 2-inch radial thickness separation between casings and casing and wall of the borehole.		
WELL & EXPLORATORY BORING DESTRUCTION		
<input type="checkbox"/> Written work plan. For regulated sites, an approval of the work plan by the overseeing regulatory agency must be included.		
<input type="checkbox"/> Site map(s) showing the locations of the wells to be destroyed (no topographical maps).		
<input type="checkbox"/> Type and amount of sealant (show calculations for water wells):		
Total depth _____ feet	Borehole diameter _____ inches	Sealing material _____
<input type="checkbox"/> Method of destruction:		
<input type="checkbox"/> Pressure grout / removal of top 5 feet casing / removal of well boxes	<input type="checkbox"/> Overdrill	<input type="checkbox"/> Excavation
<input type="checkbox"/> Other		