



Physical: 12274 Bandera Rd. #106-107, Helotes, TX 78023 | Mailing: PO BOX 1589, Helotes, TX 78023  
 Ph: 210-698-1155 | Fax: 210-698-1159 | tgr@trinityglenrose.com | [www.trinityglenrose.com](http://www.trinityglenrose.com)

## NOTICE OF INTENT TO DRILL, MODIFY, OR PLUG A WELL

### REQUEST FOR:

Submit the application along with the applicable fee.

- Drill a new well or modify under/over 150 ac-ft/year (under \$750/over \$1,000)
- Drill a replacement well under/over 150 ac-ft/year (under \$750/over \$1,000)
- Drill a geothermal well (\$350)       Plug a well (\$350)
- Register an existing well       Transfer Ownership (registered well)

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### PART I. APPLICANT, WELL OWNER, AND WELL DRILLER INFORMATION

#### Applicant/Well Owner

Well Owner Name (First, MI, Last)	Phone Number	Email Address	
Mailing Address	City	State	Zip
Contact Person (if different from applicant)	Phone Number	Email Address	
Company Name (if Entity)	Operator Name		

#### Property Owner, if different from well owner

Well Owner Name (First, MI, Last)	Phone Number	Email Address	
Mailing Address	City	State	Zip
Phone Number	Email Address		

#### Well Driller and Pump Installer

Drilling Company Name	Driller Name	License # & Exp. Date	
Mailing Address	Phone/Fax	Email	
Pump Installer Name (if different)	Phone/Cell	Installer License #	



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**PART II. WELL LOCATION AND PROPERTY DESCRIPTION**

Well Location: \_\_\_\_\_  
 Street Address City State Zip  
 Latitude: \_\_\_\_\_ Longitude: \_\_\_\_\_  
 County: \_\_\_\_\_ Subdivision Name: \_\_\_\_\_  
 Parcel Number: \_\_\_\_\_ Total Acreage of Property: \_\_\_\_\_  
 Water rights contiguous ownership with the land: \_\_\_\_\_  
 Plat or Survey Name (Description): \_\_\_\_\_

**PART III. PROPOSED WELL INFORMATION**

- Proposed Well Name (if applicable): \_\_\_\_\_
- Estimated rate of Withdrawal (gallons per minute): \_\_\_\_\_
- Quantity of water to be produced annually or daily (gallons or acre-feet): \_\_\_\_\_
- Where is the water proposed to be used?: \_\_\_\_\_
- What is the anticipated duration of use for water?: \_\_\_\_\_
- Well use for beneficial purposes (check those that apply):
 

<input type="checkbox"/> Domestic/Household	<input type="checkbox"/> Livestock	<input type="checkbox"/> Commercial	<input type="checkbox"/> Industrial
<input type="checkbox"/> Municipal/Public Supply	<input type="checkbox"/> Agricultural	<input type="checkbox"/> Monitor Well	<input type="checkbox"/> Wholesale
<input type="checkbox"/> Irrigation, Non-Agricultural	<input type="checkbox"/> Other _____		
- Proposed construction details
 

Total Depth: _____	Screen Intervals: _____
Borehole Diameter: _____	Open Hole Depth: _____
Casing Diameter: _____	Pump Type: _____
Casing Type: _____	Pump Model: _____
Casing Depth: _____	Pump Rate: _____
Grout Depth: _____	Target Formation: _____
Grout Method: _____	Construction Start Date: _____
Distance to Property Line: _____	Located in a Floodplain: Yes or No



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8. Sewage disposal:  Sanitary Sewer  Aerobic Septic System  Conventional Septic  
Distance from Sewage Disposal: \_\_\_\_\_
9. Is public water available? What utility?: \_\_\_\_\_
10. Any other sources of potential contamination within 50': \_\_\_\_\_
11. How are existing wells being used?: \_\_\_\_\_

**PART IV. APPLICATION SUBMITTAL PACKAGE MUST INCLUDE**

\_\_\_\_ (Initial) Declaration that the applicant or well owner will comply with well plugging guidelines and report closure to the applicable authorities, including or will provide a well closure plan.

- If applicant is not the owner of the property, provide documentation establishing the applicable authority to construct and operate a well on the owner's property for the proposed use.
- Warranty deed or Lease agreement.
- Construction diagram for Well Construction or Plugging.
- Pump Specifications.
- Site Map reflecting the location and setbacks of the following: Proposed Well, Existing Wells, Property Lines, Septic Tank, Drain Field or Spray Area, Structures, Neighboring Septic Systems (within 100'), any source of contamination with 50'. Including, location of existing or new production monitoring devices and water use facilities.
- If groundwater is to be resold, provide a description of the following: 1) the service area, the metering and leak detection and repair program, 2) the drought or emergency water management plan, and 3) information on each customer's water demands, including population and customer data, water use data, water supply system data, wastewater data, water conservation measures and goals, and the means for implementation and enforcement.

**PART V. REQUIRED DOCUMENTATION**

*(NON-EXEMPT WELL APPLICANTS, WELL CAPACITY ABOVE 10,000GPD OR 6.94GPM)*

- Evidence the applicant has legal authority to produce groundwater associated with the land surface and the permit application. (District Rule 5.3(b)(4)) **DISTRICT PROVIDED AFFIDAVIT FORM**
- Including any documents that transfer the right to own, control, or produce the groundwater rights to another person/entity that are associated with land surface and the permit application.
- Hydrological Study Type 1 to be submitted for wells producing from 250gpm to 500gpm; or Hydrological Study Type 2 to be submitted for wells producing from 500gpm or more. (District Rule 5.3(14)(A-B))



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\_\_\_\_ **(Initial)** A declaration that the applicant / permittee will comply with the District’s Drought and Conservation Management Plan.

**Part VI. Certification**

**I hereby swear or certify that the information in this application is true and accurate to the best of my knowledge and belief and agree to abide by the District’s Rules.**

\_\_\_\_\_ Signature \_\_\_\_\_  
 \_\_\_\_\_ Print Name \_\_\_\_\_ Date \_\_\_\_\_

**PLEASE NOTE:**

- Once an application is approved to drill, modify or plug is approved the authorization is effective for one year from date of issuance.
- Any application that is incomplete will not be deemed administratively complete and processed until all required information is provided. Administratively incomplete applications will expire if not completed within 60 days from the day the District requests information.
- A geophysical log is required to be submitted in both electronically and paper copy to the District, Rule 7.4.
- The District may access the well location and conduct a well inspection gathering construction data.
- Wells incapable of producing more than 10,000 gallons per day (6.94gpm) are considered exempt wells, Rule 5.1(a).
- New wells capable of producing more than 25,000 gallons per day (17.36gpm), with the exception of domestic and livestock wells are required to be metered and and adhere to the District’s production fees. District Rule 8 & 13.
- Additional information may be found in the District Rules located at, [www.trinityglenrose.com](http://www.trinityglenrose.com).

*Office Use Only*

Date Received: _____	Received By: _____	Date Assigned: _____
Fees Paid: _____	Well ID: _____	Date Denied: _____
Check #: _____	Date Paid: _____	OP #: _____
Application ID: _____		Reg. #: _____
Staff Notes: _____		