

APPLICATION FOR PRIVATE WATER WELL PERMIT
Council Bluffs Health Department (712) 328-4666

PERMITS BEING APPLIED FOR

THIS PERMIT PACKET CONTAINS AN APPLICATION FOR A PRIVATE WATER WELL. A Private water well is defined as “A well that does not supply a public water supply system”. A Public Water Supply System is defined as “A system for the provision to the public of piped water for human consumption, if such system has at least 15 service connections or regularly serves an average of at least 25 individuals daily at least 60 days out of the year. The term includes (1) any collection, treatment, storage, and distribution facilities under control of the supplier of water and used primarily in connection with the system, and (2) any collection (including wells) or pretreatment storage facilities not under the control which are used primarily in connection with the system.

UNLESS YOU ARE WANTING TO DRILL A WELL TO DETERMINE IF WATER IS AVAILABLE ON A NEW BUILDING SITE, IF A NEW HOUSE OR BUSINESS IS BEING CONSTRUCTED YOU WILL NEED TO APPLY FOR A BUILDING, SEPTIC AND WELL PERMIT BY COMPLETING A “COMBINED APPLICATION FOR RESIDENTIAL CONSTRUCTION PERMITS or FOR COMMERCIAL CONSTRUCTION PERMITS”.

Public Water Well Permits are issued through the Iowa Department of Natural Resources. Contact the IDNR at 712-243-1934.

Please be sure that you want to proceed with this project when you submit your application. The fees that you submit are not refundable once the application is submitted.

WHEN PERMITS ARE READY? Check the appropriate box to indicate how you would like to know when your permits are ready.

PROPERTY OWNER: Name, current mailing address, current email address and current telephone number (**telephone number where the property owner can be reached between 8:00 A.M. & 5:00 P.M.**) of the owner of the property. Please check the appropriate box to tell us the best way to contact the property owner during the day.

WELL DRILLER: Name, State Registration Number, current mailing address, email address and telephone number (**telephone number where the property owner can be reached between 8:00 A.M. & 5:00 P.M.**) of the well driller. Please check the appropriate box to tell us the best way to contact the well driller during the day. The driller can give you his State registration number or you can get it from a list available in the Planning Office. An Iowa State registered driller must drill the well.

PROPERTY INFORMATION

JOB SITE ADDRESS: Address of the property where the proposed work is going to take place. If this address is the same as the current mailing address check the box “ Same As Above”. If the proposed construction is for a new house or business, check the box “ To be assigned by the Health Department”. The address for a new structure is assigned based on where your driveway intersects the City street. **Therefore, you will need to provide us with the distance of the centerline of your driveway from a sidelot line.**

CIVIL TOWNSHIP: Name of the township where the subject property is located. Example: Lake, Lewis, York, Center, etc.

LEGAL DESCRIPTION: Legal description of the subject property, which can be taken from your tax statement or the deed for the property. Check the box “ Per Attachment” and include a copy of the deed with the application if the legal description is lengthy.

PARCEL NUMBER: The Parcel Number for your property can be taken off of your tax statement.

FLOODPLAIN INFORMATION: This data can be furnished to you by the Building Department. If your property is located in a Zone A, the Floodplain or Floodway, you will be required to have the upper terminal casing of the well at least 12 inches above established grade, pump house floor, or the 100-year flood level, whichever is higher.

WELL DRILLER: Name, State Registration Number, current mailing address, email address and telephone number (**telephone number where the property owner can be reached between 8:00 A.M. & 5:00 P.M.**) of the well driller. Please check the appropriate box to tell us the best way to contact the well driller during the day. The driller can give you his State registration number or you can get it from a list available in the Planning Office. An Iowa State registered driller must drill the well.

PROPOSED WELL:

Use: Select the appropriate code using Table A, Section D on the permit application.

Status: Select appropriate code using Table B, Section D on the permit application.

Estimated Depth: Denote estimated depth of the well. The well driller should be able to give you this information.

EXISTING WELL:

Use: Select the appropriate code using Table A, Section D on the permit application.

Status: Select appropriate code using Table B, Section D on the permit application.

Depth: Denote depth of the well, if known, or if not known, the estimated depth.

Date of Construction: Denote, to the best of your knowledge, what date (month/year) the existing well was constructed.

Sources of Contamination	Minimum Lateral Distance (Feet) Shallow Well	Minimum Lateral Distance (Feet) Deep Well
Formed manure storage structure, confinement building, feedlot solids settling facility, open feed lot	200'	100'
Public Water Supply Well	400'	200'
Earthen manure storage basin, runoff control basins and an aerobic lagoons	1,000'	1,000'
Domestic wastewater lagoons	400'	400'
Sanitary landfills	1,000'	1,000'
Preparation or storage areas for spray materials, commercial fertilizers or chemicals that may result in groundwater contamination	100'	100'
Drainage wells	1,000'	1,000'

Conforming wells	10'	10'
Nonconforming wells	100'	100'
Soil absorption field, any sewage treatment system with an open discharge, pit privy or septic tank discharge line	100'	100'
Septic Tank, concrete vault privy, sewer of tightly joined tile or equivalent material, sewer-connected foundation drain or sewers under pressure	50'	50'
Sewer of cast iron with leaded or mechanical joints, sewer of plastic pipe with glued or compression joints, independent clear water drains, cisterns, well pits, or pump house floor drains	10'	10'
Hydrants	10'	10'
Property lines	4'	4'
Liquid hydrocarbon storage tanks	100'	100'
Ditches, streams, ponds or lakes	25'	25'

ATTACHMENTS

- A. Site Plan: See Example. You will need to draw, on a separate sheet of paper, a site plan, drawn to scale. The scale should be either 1"=10', 1"=20', 1"=30', 1"=40', 1"=50' or 1"=60. The example in this packet shows the type of information that needs to be included on the map.
- B. Site Plan Check List: Complete the attached site plan check list and make sure that the information requested is shown on your site plan, unless you have marked "None exists on Site" box
- C. Filing Fee for Well Permit only: \$25.00 payable to Council Bluffs City Treasurer.

SIGNATURES

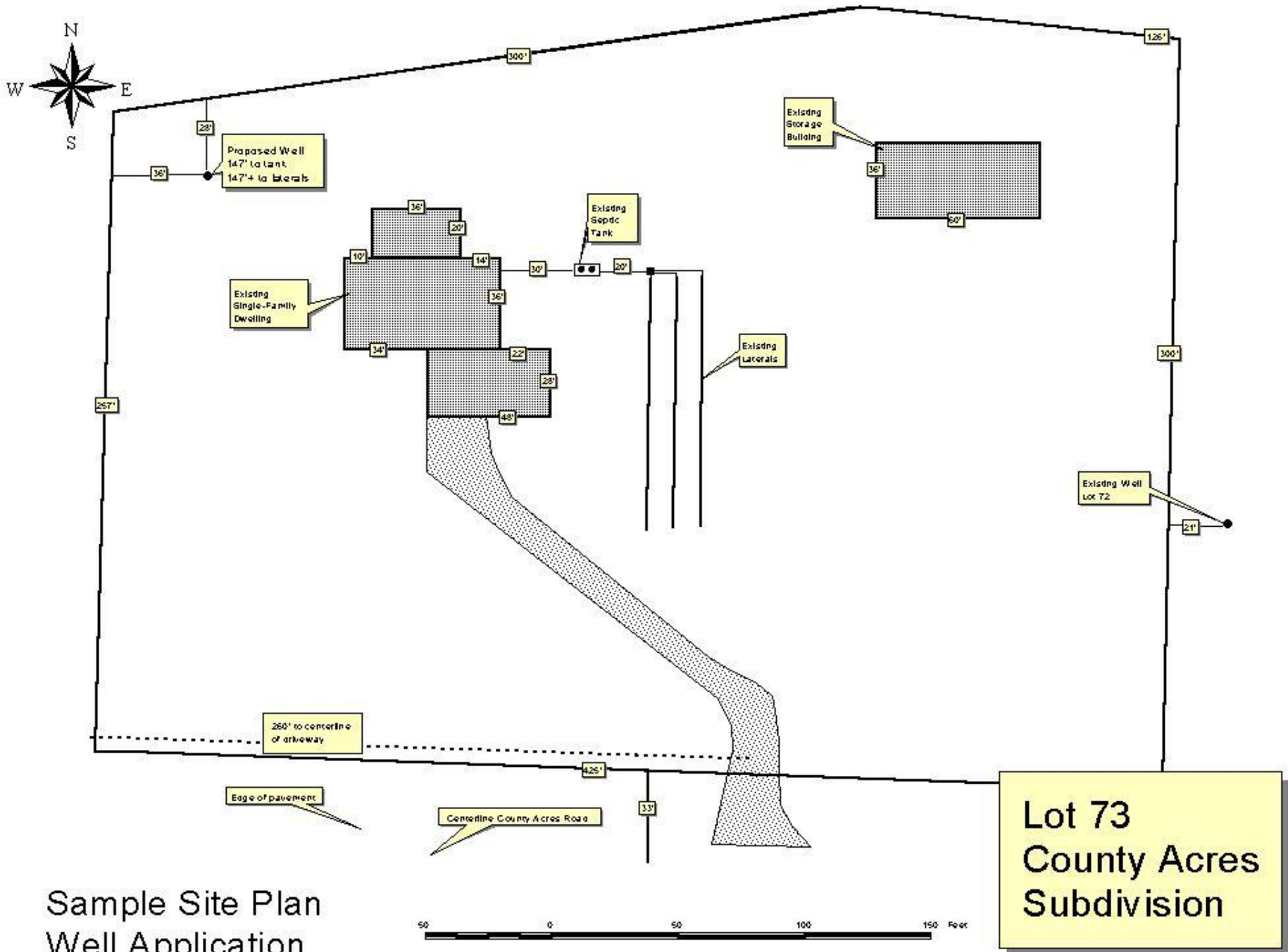
IOWA REGISTERED WELL DRILLER'S CERTIFICATION OF SITE EVALUATION: The well driller is required to conduct a site evaluation of this property prior to the applications being submitted. That contractor must sign and acknowledge that they have viewed the site and agree with the proposed site development plan. If in the development of the site, contractors are changed, you will need to notify this Office and that contractor will need to likewise acknowledge that they agree with the proposed site development plan. Any and all changes to the site development plan after permits are issued shall be given in writing to this Office. In conducting a site evaluation for a well permit, *consideration shall be given, but not be limited, to the impact of the following: topography; drainage ways; terraces; floodplain; location of property lines; location of easements; buried utilities; existing and proposed tile lines; existing, proposed and abandoned water wells.* **YOUR IOWA REGISTERED WELL DRILLER MUST SIGN THIS SECTION.**

PROPERTY OWNER'S SIGNATURE: Sign and date the application.

WHEN CAN I EXPECT AUTHORIZATION TO PROCEED?

Once the application has been properly filed with the Council Bluffs Health Department, 209 Pearl St., Council Bluffs, Iowa, it will be reviewed by the Health Director. If everything is found to be in order and to comply with regulations of the appropriate ordinanceS, a letter to proceed will be filed with the Pottawattamie County Planning and Development Department within 24 to 48 hours.

NOTE: The data contained in this document is for reference purposes only. For the specific regulations, you should refer to the Council Bluffs Municipal Code. Data contained in this document is subject to change without further notice to recipients of this document.



Sample Site Plan
Well Application

**Lot 73
County Acres
Subdivision**

COUNCIL BLUFFS, IOWA APPLICATION FOR WELL PERMIT

WHEN PERMITS ARE READY		<input type="checkbox"/> Mail them <input type="checkbox"/> Call me <input type="checkbox"/> Call the well driller <input type="checkbox"/> Email me <input type="checkbox"/> Email the well driller			
PROPERTY OWNER	Name				
	Mailing Address	Street		City, State, Zip Code	
	Email Address				
	Telephone	Home	Work	Cellular	
	Best way to contact?	<input type="checkbox"/> Email <input type="checkbox"/> Home Telephone <input type="checkbox"/> Work Telephone <input type="checkbox"/> Cellular Telephone			
WELL DRILLER	Name			State Registration #	
	Mailing Address	Street		City, State, Zip Code	
	Email Address				
	Telephone	Home	Work	Cellular	
	Best way to contact?	<input type="checkbox"/> Email <input type="checkbox"/> Home Telephone <input type="checkbox"/> Work Telephone <input type="checkbox"/> Cellular Telephone			
PROPERTY INFORMATION	Job Site Address	<input type="checkbox"/> Same as above #1 <input type="checkbox"/> To be assigned by Planning Dept.			
	Civil Township				
	Legal Description	<input type="checkbox"/> Per Attachment			
	Parcel Number				
	Floodplain Information	Rate Map # 19155C0- <input style="width: 100px; height: 20px;" type="text"/>	Flood Zone <input type="checkbox"/> .2% <input type="checkbox"/> AH* <input type="checkbox"/> A* <input type="checkbox"/> AO* <input type="checkbox"/> AE* <input type="checkbox"/> X.	Floodplain? <input type="checkbox"/> Yes* <input type="checkbox"/> No	Floodway? <input type="checkbox"/> Yes* <input type="checkbox"/> No
*Well head must be located 1' above base flood elevation. Elevation certification required.					
PROPOSED	Well #	Use Code (Table A)	Status Code (Table B)	Estimated Depth	
	#1				
	#2				
	#3				
EXISTING	Well #	Use Code (Table A)	Status Code (Table B)	Depth in Feet	Date Constructed
	#1				
	#2				
	#3				

TABLE A - USE CODE
1---Public Water Supply
2A-Private Water Supply for Existing House
2B-Private Water Supply for New House
3---Irrigation
4---Livestock
5---Commercial
6---To Be Plugged or Sealed
7---Conditioned Air
8---Monitoring Well
9---Agricultural Drainage Well
10-Dewatering Well
11-Injection Well
12-Fire Protection
13-Recreational
14-No Designated Use

TABLE B - STATUS CODE
P-Proposed
1-Existing and In Use
2-Reserve Well/Well is in Good Condition
3-Well in Poor Condition & Disrepair
4-Well to be or is Properly Plugged and Sealed

Wells listed with a Status Code #1 or #2 must conform to well construction standards of Chapter 5B, Pottawattamie County, Iowa, Code.

Wells listed with a Use Code of #6 and a Status Code of #3 or #4 must have an Agreement to Properly Plug an Abandoned Private Water Well submitted with the Application. After being plugged Form #DNR 542-1226 must be filed with the Planning Department. Ask about cost sharing dollars for plugging.

ATTACHMENTS

ATTACHED TO THIS APPLICATION IS THE FOLLOWING DOCUMENTATION AND/OR ATTACHMENTS:

	Attached	NA
A. Site Plan, Drawn to Scale	<input type="checkbox"/>	<input type="checkbox"/>
B. Site Plan Check List	<input type="checkbox"/>	<input type="checkbox"/>
C. Agreement to Properly Plug an Abandoned Private Water Well	<input type="checkbox"/>	<input type="checkbox"/>
D. Floodplain Elevation Certificate	<input type="checkbox"/>	<input type="checkbox"/>
E. Geo-Thermal Permit Application	<input type="checkbox"/>	<input type="checkbox"/>
F. Filing Fee-Checks are to be made payable to "Council Bluffs City Treasurer".	<input type="checkbox"/>	<input type="checkbox"/>

Please make be certain that you want to proceed with this project when you submit your application. The fees that you submit are not refundable once the application is submitted.

SIGNATURES

WELL PERMIT * IOWA REGISTERED WELL DRILLER'S

I CERTIFY THAT AS THE **IOWA REGISTERED WELL DRILLER** TO BE INVOLVED WITH THE CONSTRUCTION OF THE PRIVATE WATER WELL SHOWN ON THE ATTACHED SITE DEVELOPMENT PLAN, THAT I HAVE PERSONALLY BEEN TO THE SITE, REVIEWED THE PROPOSED DEVELOPMENT OF THIS SITE AND ACKNOWLEDGE THAT THE PROPOSED CONSTRUCTION OF THE PRIVATE WATER WELL WILL BE ABLE TO BE ACCOMPLISHED IN ACCORDANCE WITH THE PRIVATE WELL WATER ORDINANCE OF POTTAWATTAMIE COUNTY, IOWA.

Signature of Iowa Registered Well Driller: _____ Date: _____

Type or Print Name: _____

PROPERTY OWNER'S CERTIFICATION

I CERTIFY THAT AS THE **PROPERTY OWNER** OF THE ABOVE-DESCRIBED PROPERTY THAT THE INFORMATION CONTAINED IN THIS APPLICATION AND THE ACCOMPANYING DOCUMENTATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND THAT ALL WORK WILL BE COMPLETED IN ACCORDANCE WITH THE POTTAWATTAMIE COUNTY, IOWA, CODE.

Signature of Property Owner: _____ Date: _____

Type or Print Name: _____

INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED

DO NOT START CONSTRUCTION UNTIL PERMITS ARE RECEIVED IN THE MAIL AND PLACARDS ARE POSTED.

FAILURE TO WAIT FOR PERMITS AND POST PLACARDS WILL CAUSE YOU TO HAVE TO PAY AN INVESTIGATION FEE, WHICH IS DOUBLE THAT OF ANY PERMIT FEES YOU PAY. ADDITIONALLY, FAILURE TO OBTAIN PERMITS PRIOR TO STARTING CONSTRUCTION COULD RESULT IN THE ISSUANCE OF A CITATION OF COUNTY INFRACTION. OUR GOAL IS TO HAVE PERMITS OBTAINED PRIOR TO CONSTRUCTION STARTING. PLEASE HELP US ATTAIN THIS GOAL BY APPLYING FOR AND OBTAINING YOUR PERMITS BEFORE STARTING YOUR CONSTRUCTION.

RETURN COMPLETED FORM TO:

COUNCIL BLUFFS
HEALTH DEPARTMENT
209 PEARL STREET
COUNCIL BLUFFS, IA 51503

IF YOU HAVE ANY QUESTIONS ON COMPLETING THIS FORM, PLEASE FEEL FREE TO CALL (712) 328-4666.

Scaled Drawings for Well Permits shall show the following

Complete this form in addition to application and site plan

Shown on Plan

Not Applicable

<input type="checkbox"/>	<input type="checkbox"/>	Shape and dimensions of the property
<input type="checkbox"/>	<input type="checkbox"/>	Location and size of existing structures
<input type="checkbox"/>	<input type="checkbox"/>	Area of land to be disturbed <small>(dimensions required)</small>
<input type="checkbox"/>	<input type="checkbox"/>	Location of well and septic corridor boundaries <small>(only for those subdivisions where they have been established at the time of final plat approval)</small>
<input type="checkbox"/>	<input type="checkbox"/>	Location of private water well(s) on-site and/or within 100' of property boundaries
<input type="checkbox"/>	<input type="checkbox"/>	Location of public water well(s) on-site and/or within 400' of property boundaries
<input type="checkbox"/>	<input type="checkbox"/>	Location of ditches, streams, ponds or lakes on-site and/or within 25' of property boundaries
<input type="checkbox"/>	<input type="checkbox"/>	Location of formed manure storage structures, confinement buildings, feedlot solids settling facility, open feedlots on-site and/or within 200' of property boundaries
<input type="checkbox"/>	<input type="checkbox"/>	Location of earthen manure storage basins, runoff control basins and anaerobic lagoons, sanitary landfills on-site and/or within 1000' of property boundaries
<input type="checkbox"/>	<input type="checkbox"/>	Location of domestic wastewater lagoons on-site and/or within 400' of property boundaries
<input type="checkbox"/>	<input type="checkbox"/>	Location of preparation or storage area for spray materials, commercial fertilizers or chemicals that may result in ground water contamination on-site and/or within 100' of property boundaries
<input type="checkbox"/>	<input type="checkbox"/>	Location of soil absorption field (laterals) on-site and/or within 100' of property boundaries
<input type="checkbox"/>	<input type="checkbox"/>	Location of septic tank on-site and/or within 50' of property boundaries
<input type="checkbox"/>	<input type="checkbox"/>	Location of hydrants on-site and/or within 10' of property boundaries
<input type="checkbox"/>	<input type="checkbox"/>	Location of liquid hydrocarbon storage tanks (gas and diesel) on-site and/or within 100' of property boundaries
<input type="checkbox"/>	<input type="checkbox"/>	Location of sanitary landfills on-site and/or within 1000' of property boundaries
<input type="checkbox"/>	<input type="checkbox"/>	Location of drainage wells on-site and/or within 1000' of property boundaries
<input type="checkbox"/>	<input type="checkbox"/>	Location of sewer of cast iron with leaded or mechanical joints, sewer of plastic pipe with glued or compression joints, independent clear water drains, cisterns, well pits, or pump house floor drains on-site and/or within 10' of property boundaries
<input type="checkbox"/>	<input type="checkbox"/>	Location of private water well(s) on-site and/or within 100' of property boundaries
<input type="checkbox"/>	<input type="checkbox"/>	Location of public water well(s) on-site and/or within 400' of property boundaries
<input type="checkbox"/>	<input type="checkbox"/>	Location of ditches, streams, ponds or lakes on-site and/or within 25' of property boundaries
<input type="checkbox"/>	<input type="checkbox"/>	Location of formed manure storage structures, confinement buildings, feedlot solids settling facility, open feedlots on-site and/or within 200' of property boundaries



boundaries

Location of earthen manure storage basins, runoff control basins and anaerobic lagoons, sanitary landfills on-site and/or within 1000' of property boundaries

ALL PROPOSED IMPROVEMENTS AND ANY SUBSURFACE EXISTING IMPROVEMENTS (FOR EXAMPLE SEPTIC SYSTEM) SHALL BE STAKED, FLAGGED AND IDENTIFIED APPROPRIATELY. (SEPTIC TANK FLAG MARKED "SEPTIC TANK", WELL FLAG MARKED "WELL" AND SO ON.