



Well Construction permit application

Environmental Services, 505 4th Ave S—Room 520, Minneapolis, MN 55415

Applications must be received before the end of the first day of constructing a well.

For reasonable accommodations or alternative formats please contact us at 612-673-2301 or environmentalhealthpermit@minneapolismn.gov.

People who are deaf or hard of hearing can use a relay service to call 311 at 612-673-3000.

TTY users call 612-263-6850.

Para ayuda, llame al 311.

Rau kev pab, hu 311.

Hadii aad caawimaad u baahantahay, wac 311.

Items needed for permit:

☐ Legal description of well location: Attach a site map with well location(s), property lines, structures, roads, and landmarks.

Well Address

Site Name

Property owner

Full name of company, organization, or individual

Mailing address

City/State/ZIP code

Contact person name and title

Telephone number

Email

Well owner (check this box if Property & Well Owner are same) ☐

Full name of company, organization, or individual

Mailing address

City/State/ZIP code

Contact person name and title

Telephone number

Email

Well contractor information

Company owner

Address

City, State, ZIP

Contact person

Phone number

Company license #

Email address

Company license expiration date

Licensed/Registered contractor name

Licensed/Registered contractor signature

Failure to submit a notification prior to sealing an environmental well is a violation of Minnesota Statutes, Chapter 103I, Minnesota Rules Chapter 4725, and Minneapolis Ordinances Chapters 48 and 216.

I understand that all information provided in this notification is true and complete. I understand that misstatements of facts may result in forfeiture of all rights to licensure/registration as a well contractor/monitoring well contractor in accordance with Minnesota Statutes, Chapter 103I.



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Type of well to be constructed: select one	Environmental Well as defined in Minnesota Statute 103I.005 Subdivision 8a.	AC
	Industrial TNCWS	Irrigation Residential NTNCPWS Other

Well Condition: Submit plans if any of these conditions exist for a well		Yes	No
	At-grade wells submit? Why the well cannot terminate 12 inches above grade and a diagram of the well cap and vault or manhole.		
	Construction through a confining layer, multi-cased or multi-aquifer wells submit construction plan that includes: well diameter, grout material, drilling method, grouting method, casing materials, cross-sectional diagram of the well, and cross-section of anticipated geology.		
	Is the well to be constructed in the Minneapolis right-of-way? An encroachment permit needs to be obtained prior to issuance of a city permit. For an encroachment permit, contact Minneapolis Public Works engineering design, Right-of-Way department.		
	Is a variance required? The Minnesota Department of Health must approve all variance requests. Variance #		
	For wells constructed in a well construction advisory area, approval must be obtained from Minnesota Department of Health, submit a copy of their approval. See page 3 for definition.		

Well #1	Township (T)	Range ®	Section (S)	Small	Quarters	Large	Unique Well #
	N	W		1/4	1/4	1/4	
	Well Head Finish			Depth (FT)		Construction start date	
	At Grade	Above Grade	Below Grade				

Well #2	Township (T)	Range ®	Section (S)	Small	Quarters	Large	Unique Well #
	N	W		1/4	1/4	1/4	
	Well Head Finish			Depth (FT)		Construction start date	
	At Grade	Above Grade	Below Grade				

Well #3	Township (T)	Range ®	Section (S)	Small	Quarters	Large	Unique Well #
	N	W		1/4	1/4	1/4	
	Well Head Finish			Depth (FT)		Construction start date	
	At Grade	Above Grade	Below Grade				

Well #4	Township (T)	Range ®	Section (S)	Small	Quarters	Large	Unique Well #
	N	W		1/4	1/4	1/4	
	Well Head Finish			Depth (FT)		Construction start date	
	At Grade	Above Grade	Below Grade				

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If the well owner is not the property owner, Minnesota Statutes, Chapter 1031.205, Subdivision 8, requires that, "A person may not construct or have constructed a well for the person's own use on the property of another until the owner of the property on which the well is to be located and the intended well user sign a written agreement that identifies which party will be responsible for obtaining all permits or filing notification, paying applicable fees and for sealing the well. If the property owner refuses to sign the agreement, the intended well users may, in lieu of a written agreement, state in writing to the Commissioner that the well user will be responsible for obtaining permits, filing notification, pay applicable fees, and sealing the well. Nothing in this subdivision eliminates the responsibilities of the property owner under this chapter, or allows a person to construct a well on the property of another without consent of other legal authority." A signed agreement must be included with if the property owner and intended well user are not the same person or company.

A Special Well and Boring Construction Area is sometimes also called a well advisory. It is a mechanism which provides for controls on the drilling or alteration of public and private water-supply wells, and environmental wells in an area where groundwater contamination has, or may, result in risks to the public health. The purposes of a Special Well and Boring Construction Area are to inform the public of potential health risks in areas of groundwater contamination, provide for the construction of safe water supplies, and prevent the spread of contamination due to the improper drilling of wells or borings.

Minneapolis has two areas

CMC Heartland Lite Yard Site in Minneapolis Special Well and Boring Construction Area (SWBCA) went into effect April 1, 2005.

<https://www.health.state.mn.us/communities/environment/water/wells/swbca/cmcheart.html>

Twin Cities Army Ammunition Plant (TCAAP) Special Well and Boring Construction Area (SWBCA) went into effect July 1, 1996, with subsequent revisions June 1999 and April 20, 2016.

<https://www.health.state.mn.us/communities/environment/water/wells/swbca/tcaap.html>

Email	Fees paid by credit card, city staff will contact you by phone to obtain payment information. Do not include credit card number on the application being submitted by email. Email to EnvironmentalHealthPermit@minneapolismn.gov
In Person	Fees can be paid by check, cash, or credit card Minneapolis Environmental Health, 505 4th Ave S—skyway level, Minneapolis, MN 55415
Mail	Fees paid by check(s), payable to Minneapolis Finance Minneapolis Environmental Health 505 4th Ave S—Room 520 Minneapolis, MN 55415

DATA PRIVACY ADVISORY

As part of the application process, you may provide payment information to pay the appropriate fee for your Application or Notification. Some payment information (e.g., credit card and bank account data) is protected under the Minnesota Government Data Practices Act. You are not required to provide this payment information. If you do provide your credit card data or bank account data, after your Application or Notification is processed and approved, your credit card will be charged the appropriate amount or your bank account data (e.g., check) will be used for payment. If you refuse to provide either of these forms of payment, you would have to use another means of payment. This application, the City's website, or staff will provide information on the other means of payment.

If you submit your credit card data or bank account data at any point in the payment process, individuals who may access the data include individuals in the City who reasonably require access to process your Application or Notification and your payment and to perform related duties; attorneys representing those individuals; auditors; and others who are legally authorized to access the data.