

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

Applications must be received before the end of the first day of sealing 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, including city, state and zip

Contact person name and title

Telephone number

Email

Property owner signature

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

☐

Full name of company, organization, or individual

Mailing address, including city, state and zip

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



Well Sealing permit application

Type of well to be sealed: select one or enter below	Environmental Well as defined in Minnesota Statute 103I.005 Subdivision 8a.	AC	
	Industrial	Irrigation	
	TNCWS	Residential	
		NTNCPWS	
Other			
Well Condition: Submit plans if any of these conditions exist for a well		Yes	No
	Is the well obstructed?		
	Does the well have any annular space between casings or the borehole?		
	Does the well penetrate a confining layer?		
	Is the well multi-cased?		
	Are any of the wells currently finished below grade? If so, explain below.		
	Below grade explanation:		

Well #1	Township (T)	Range ®	Section (S)	Small	Quarters	Large	Depth (FT)
	N	W		1/4	1/4	1/4	
	Well Head Finish			Unique Well #	H-Series #	Sealing start date	
	At Grade	Above Grade	Below Grade				
Well #2	Township (T)	Range ®	Section (S)	Small	Quarters	Large	Depth (FT)
	N	W		1/4	1/4	1/4	
	Well Head Finish			Unique Well #	H-Series #	Sealing start date	
	At Grade	Above Grade	Below Grade				
Well #3	Township (T)	Range ®	Section (S)	Small	Quarters	Large	Depth (FT)
	N	W		1/4	1/4	1/4	
	Well Head Finish			Unique Well #	H-Series #	Sealing start date	
	At Grade	Above Grade	Below Grade				
Well #4	Township (T)	Range ®	Section (S)	Small	Quarters	Large	Depth (FT)
	N	W		1/4	1/4	1/4	
	Well Head Finish			Unique Well #	H-Series #	Sealing start date	
	At Grade	Above Grade	Below Grade				

Well Sealing permit application

Construction profile

Well #1	Casing type	Diameter	From depth	To depth
Well #2	Casing type	Diameter	From depth	To depth
Well #3	Casing type	Diameter	From depth	To depth
Well #4	Casing type	Diameter	From depth	To depth

Grouting plans

Well #1	Material	From depth	To depth	Yards	Bags
Well #2	Material	From depth	To depth	Yards	Bags
Well #3	Material	From depth	To depth	Yards	Bags
Well #4	Material	From depth	To depth	Yards	Bags

Well advisory area

Yes

No

For wells constructed in a well construction advisory area, approval must be obtained from the Minnesota Department of Health, submit a copy of their approval. See below for definition.

A Special Well and Boring Construction Area (SWBCA), sometimes also called a well advisory, is a mechanism that provides for controls on the construction, repair, and permanent sealing of wells and borings in an area where groundwater contamination has resulted in, or may result in, risks to public health. Special Well and Boring Construction Areas inform the public of potential health risks in areas where significant groundwater contamination exists; assure the proper construction, repair, and permanent sealing of wells and borings within the area; prevent exposure to groundwater contamination; and prevent the spread of groundwater contamination through improperly constructed or sealed wells and borings.

[CMC Heartland Lite Yard Site](#) - Effective April 1, 2005. This area includes the area bounded by East 26th Street on the north, 26th Avenue on the east, Lake Street on the south, and Bloomington Avenue South on the west, within the city of Minneapolis. This area includes the Southeast ¼ of Section 35 and the Southwest ¼ of Section 36 of Township 29, Range 24, Hennepin County.

[Twin Cities Army Ammunition Plant \(TCAAP\)](#) - Effective April 20, 2016, revised July 1, 1996, revised June 1999. Parts of Sections 4 and 33, and all of Sections 7-10, 15-22, and 27-32, Township 30 North, Range 23 West, Ramsey County; parts of Sections 4, 9, 16 and 30-32, and all of Sections 5-8, 17-20, and 29, Township 29 North, Range 23 West, Ramsey and Hennepin Counties; parts of Sections 12, 13 and 24, all of Sections 25 and 36, Township 30 North, Range 24 West, Anoka

Well Sealing permit application

Submitting your application

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

If the well owner is not the property owner, Minnesota Statutes, Chapter 103I.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.

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.

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.