



ST. JOSEPH COUNTY
DEPARTMENT OF HEALTH
Prevent. Promote. Protect.

St. Joseph County Department of Health

"To promote health and wellness with compassion and integrity through partnerships, education, protection, and advocacy for all who reside in and visit St. Joseph County."

SJCHD-03-1700

WELLHEAD PROTECTION PERMIT APPLICATION

Return completed forms to:

St. Joseph County Health Department
227 West Jefferson Boulevard
9th Floor County-City Building
South Bend, Indiana 46601
Phone: 574-235-9722 Fax: 574-235-9497

For Office Use Only!

Date: _____ **Transaction #(s):** _____

Amount(s): _____

Permit #: _____

Wellhead Protection Area: _____

1.0 Instructions:

- Please type or print. Electronic copies of this form are available upon request.
- Complete all sections. Print N/A if the section is not applicable.
- If you have a question or wish to make an appointment for assistance in completing this application, please call the St. Joseph County Health Department office at 574-235-9721 from 8:00 a.m. to 4:30 p.m., Monday through Friday.
- Please be sure to sign the certification in Section 7.0.
- If you need more space for any answers, please use the continuation sheet in Section 6.0.
- There are definitions at the end of this application that may assist in preparing this application.

2.0 Ownership and General Property Information:

2.1 Ownership Information:

Facility Name: _____

Facility Address: _____

Facility Mailing Address: _____
(If different from facility address)

Facility Phone #: _____ Facility Fax #: _____

E-mail Address: _____

Property Tax ID #: _____

Owner's Name: _____

Owner's Phone # (if different from facility #): _____

Operator(s) Name (if different from owner): _____

After Hours Emergency Phone #: _____

List all activity(s) conducted at the property:

2.2 Maps:

Attach a map showing the relevant features of the facility. A neatly drawn sketch is sufficient for small properties.

2.3 Permits:

Do permits or registrations exist for any of the following? If yes, list the permit/registration number.

Resource Conservation and Recovery Act: _____

National Pollution Discharge Elimination System: _____

Indiana Underground Storage Tank: _____

Emergency Planning and Community Right-to-Know Act: _____

Other Environmental Permits:

2.4 Site Clean Up:

Is the site included in any federal, state, or voluntary clean-up program? ____Yes ____No

If yes, describe:

3.0 Waste Generation and Waste Release Information:**3.1 Water and Sanitary Waste:**

Source of potable (drinking) water: _____

Method of sanitary wastewater disposal: _____

List the location and use of existing or abandoned water wells:

3.2 Hazardous or Regulated Wastes Generated: Include the following for each hazardous or regulated waste generated in excess of the reportable quantity. Use continuation sheet at end of application if more than one waste is generated.

Source of waste: _____

Hazardous or regulated materials involved: _____

Amount of waste involved:

How is the waste disposed?

3.3 History of Spills of Hazardous or Regulated Materials Where Groundwater Monitoring Was Performed: *Include the following for each spill reportable under the Indiana Spill Rule. Use continuation sheet at the end of this application if more than one reportable spill has occurred.*

Date: _____ Location: _____

Substance released: _____ Amount: _____

Date clean up completed: _____

Additional Description:

Was the clean-up included in a federal or state clean-up program? _____ Yes _____ No

If yes, explain:

Is groundwater monitoring being performed to assess the effects of the spill? _____ Yes _____ No

If yes, describe:

3.4 Contamination in The Groundwater:

Provide the following information for any contamination in the groundwater beneath the site or originating from the site:

Source of contamination:

Approximate date of contamination: _____

Extent of contamination (include map): _____

Provide the following for each contaminant in the groundwater:

Name of contaminant: _____

Maximum concentration: _____

Is environmental monitoring being conducted to monitor effects on the groundwater? _____ Yes _____ No

If yes, describe:

4.0 Threats to the Groundwater:

Check yes or no for each threat to the groundwater that occurs on the property. For each item checked yes in Sections 4.1 through Section 4.9, complete the description of threats to the groundwater in Section 5. For Sections 4.10 through 4.16, provide answers to the questions shown below. See the end of the application for definitions of threats to the groundwater.

4.1 Hazardous or regulated substances in the soil or sediment (**vadose zone**) above the groundwater? Yes ☐ No ☐

4.2 **Underground storage tanks** containing any volume of hazardous or regulated substances? ☐ Yes ☐ No

4.3 **Above-ground storage tanks** containing hazardous or regulated materials in volumes above the reportable quantity? _____ Yes _____ No

Is the tank completely enclosed within a building in an area with no floor drain and with an impermeable floor with secondary containment sufficient to contain 100% of the stored material?

Yes No

4.4 **Drum storage area** containing hazardous or regulated materials in volumes above the reportable quantity?

	Yes	No

Is the storage area completely enclosed within a building in an area with no floor drain and with an impermeable floor with secondary containment sufficient to contain 100% of the stored material?

Yes No

4.5 **Waste piles** containing hazardous or regulated materials in volumes above the reportable quantity?

4.6 **Surface impoundment** containing any volume or hazardous or regulated materials? Yes ☐ No ☒

4.7 **Rail or truck loading facility** involving hazardous or regulated materials in volumes above the reportable quantity? Yes ☐ No ☐

4.8 **Outdoor storage or disposal area** of hazardous or regulated materials in volumes above the reportable quantities not addressed in one of the other categories in this section? ☐ Yes ☐ No

4.9 **Indoor storage area** containing hazardous or regulated materials in volumes above the reportable quantity?

Is the storage area completely enclosed within a building in an area with no floor drain and an impermeable floor with secondary containment sufficient to contain 100% of the stored material?

Yes No

4.10 **Dry wells** used for any purpose other than for residential or commercial septic disposal? _____ Yes _____ No

4.11 **Water wells** not in use for more than one year? ☐ Yes ☐ No

4.12 Is the construction of a **new high capacity well** proposed? ☐ Yes ☐ No

Is a public water system available within 300 feet of the property line? ☐ Yes ☐ No

What is the intended use of the well?

4.13 **Motor vehicle storage or salvage yard** with more than 10 vehicles not stored on a material with a low permeability? ☐ Yes ☐ No

List the hazardous materials that are removed from the vehicles prior to storage:

Are vehicles crushed on site? ☐ Yes ☐ No

4.14 **Motor vehicle waste recovery well?** ☐ Yes ☐ No

If vehicles are repaired, dismantled, or stored on the facility complete the following:

Is there a floor drain in the area where vehicles are repaired or dismantled? ☐ Yes ☐ No

Where does the floor drain discharge?

4.15 **Large capacity cesspool?** ☐ Yes ☐ No

4.16 **Major construction site?** ☐ Yes ☐ No

Has the construction contractor submitted a signed agreement to follow the St. Joseph County Recommendations for Pollution Prevention? ☐ Yes ☐ No

5.0 Description of threats to the groundwater identified in Sections 4.1 through 4.9:

Use a separate copy of Section 5 for each threat to the groundwater identified in Sections 4.1 through 4.9.

Continued from Section: 4. _____

Name material: _____

Location of material(s):

Source of material(s):

Maximum volume or material(s):

Maximum concentrations of material(s):

Best management practices and engineering controls (see definitions) used to prevent materials from entering the groundwater:

6.0 Wellhead Protection Permit Application ----Continuation Sheet:

Continued From Section Number _____:

[illegible]

7.0 Certification:

I hereby certify that there are no misrepresentations or falsifications of statement or answers on this application. I am aware that any such misrepresentations, falsifications, and/or changes in information without consulting the St. Joseph County Health Department are grounds for the revocation of the Wellhead Protection Permit and possible legal action.

Further, I understand I alone am responsible for the receipt of the permit for which I have applied.

Signature

Date

Print Name

8.0 Definitions:

The following are definitions of key terms and phrases. Please refer to the St. Joseph County Health Department Wellhead Protection Standards and Requirements for additional definitions.

Above Ground Storage Tanks: Any one or combination of tanks (including piping connected thereto) that contain hazardous or regulated substances in a volume greater than the reportable quantity and which is more than 90% above the ground surface.

Best Management Practices: Schedules of activities, prohibitions of practice, treatment requirements, operation and maintenance procedures, use of containment facilities, and other management practices implemented to prevent or reduce damage to the groundwater of St. Joseph County. These include items such as routine and documented inspections for leaks, providing secondary containment to catch spills, and using synthetic covers to keep precipitation off stored materials.

Drum Storage Area: An area, either within or outside of a structure, used to store one or more hazardous or regulated substances in multiple containers that have a combined volume greater than the reportable quantity.

Dry well: Any manmade structure beneath the ground surface designed or used for disposal or dissipation of waste including storm water. Disposal of septic waste is excluded from the definition of a dry well for purposes of this Ordinance. A dry well is a form of an injection well.

Hazardous Substances: Any substance determined to be hazardous to human health and the environment by the Indiana Solid Waste Management Board. The same meaning as Section 101 of CERCLA (42 U.S.C. 9601).

High Capacity Well: A well, in accordance with 310 IAC 16-1-14, which has the capability of withdrawing one-hundred thousand (100,000) gallons of groundwater or more in one day.

Large Capacity Cesspool: A dry well or surface impoundment that receives untreated sanitary waste that is used by multiple dwellings, a community or regional system for the disposal of sanitary waste, or has the capacity to serve 20 or more people per day (for example: a rest stop, restaurant, or church). The construction of new large capacity cesspools is not allowed in Indiana.

Major Construction Sites: Construction sites that have more than 15 persons working at one time, have temporary fuel storage or distribution tanks exceeding 55 gallons, or have continuous construction for more than six (6) months. Residential home construction is specifically excluded from this definition.

Motor Vehicle Storage or Salvage Yard: Any property that stores more than 10 motor vehicles that are not currently in a condition that allows their operation on state highways in accordance with all state requirements and which are not licensed for operation by the Indiana Department of Motor Vehicles. This definition includes all types of motor vehicles and includes any property that stores ten (10) or more motor vehicle motors, transmissions, or drive trains.

Motor Vehicle Waste Disposal Well: A shallow wastewater disposal system that receives or has received fluids from vehicle repair or maintenance activities often through floor drains or washbasins in the service facilities.

Outdoor Storage or Disposal Area Exposed to Precipitation: Any outdoor area that is exposed to precipitation and used to store or dispose of hazardous or regulated substances in quantities greater than the reportable quantity.

Rail or Truck- Loading Facility: Any facility used to load, unload, or transfer hazardous or regulated substances onto or off of trucks or railroad cars. Remedial action sites are not included in this definition. Does not include retail facilities where materials are in their original product containers.

Reportable Quantity: The amount of hazardous substance or extremely hazardous substance that is required to be reported under 42 U.S.C. 9602(a) and (b) and 42 U.S.C. 9603(a) as contained in 40 CFR 302.4 or 40 CFR 355 Appendix A; 327 IAC 2-6.1 or 100 pounds, whichever is less. This is the maximum amount of hazardous substances that may be stored onsite without requiring a permit. Any amount of hazardous substances contained in a surface impoundment and drywell these requires a permit.

Surface Impoundment: Any structure open to the atmosphere and constructed of earthen or synthetic materials that collects or holds liquid waste, including storm water.

Underground Storage Tank (UST): Any one or combination of tanks (including underground pipes connected thereto) that is used to contain an accumulation of hazardous substances or other regulated substances and the volume of which (including the volume of underground pipes connected thereto) is 10% or more beneath the surface of the ground.

Vadose Zone: The material (usually soil) between the ground surface and the saturated groundwater. The unsaturated layer of soil above the saturated water table.

Waste Pile: Any non-containerized accumulation or collection of waste material on or below the ground surface that contains hazardous or regulated substances in amounts greater than the reportable quantity or in amounts that constitute a potential source of contamination or a threat to the groundwater.