



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

St. Joseph County Department of Health

“Promoting physical and mental health and facilitating the prevention of disease, injury, and disability for all St. Joseph County residents”

WELLHEAD PROTECTION PERMIT APPLICATION

Return completed form to:

St. Joe County Dept. of Health
227 West Jefferson Blvd.
9th Floor County-City Building
South Bend, IN 46601

FOR OFFICE USE ONLY!
Date: _____
Transaction #: _____
Amount: _____
Permit #: _____

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 Department of Health at (574) 235-9721 from 8 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.
- Definitions are available at the end of this application that may assist you 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: _____

Real Property Tax ID (include all parcels):

Property Owner’s Name: _____

Business Owner’s Name: _____

Business Owner’s Phone (if different from facility phone): _____

Business Operator/Manager’s Name (if different from owner): _____

After Hours Emergency Phone: _____

List all activities 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 permit/registration number.

Resource Conservation 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. 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 groundwater?

_____ Yes _____ No

If yes, describe: _____

4.0 Potential Threats to Groundwater:

Check yes or no for each potential threat to groundwater that occurs on the property. For each item checked yes in Sections 4.1 through 4.8, complete the description of potential threats to groundwater in Section 5. For Sections 4.9 through 4.16, provide answers to the questions shown below. See the end of the application for definitions of threats to 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 substances? _____ Yes _____ No

4.4 **Container storage area** with hazardous or regulated substances stored in 5-gallon containers or larger? (drums, totes, buckets, roll-off boxes, etc.) _____ Yes _____ No

4.5 **Back-up generators** onsite? _____ Yes _____ No

4.6 **Waste piles** containing hazardous or regulated substances? _____ Yes _____ No

4.7 **Surface impoundment** containing any volume of hazardous or regulated substances? _____ Yes _____ No

4.8 **Rail or truck loading facility** involving hazardous or regulated substances? _____ Yes _____ No

4.9 **Outdoor storage or disposal area** of hazardous or regulated substances exposed to precipitation? _____ Yes _____ No

4.10 **Dry wells, retention or detention basins** used for storm water management or any other purpose, excluding dry wells used for septic disposal? _____ Yes _____ No

Where are the dry wells, retention or detention basins located?

4.11 **Water wells** not in use for more than one year? _____ Yes _____ No
If yes, describe: _____

4.12 **Geothermal well** onsite? _____ Yes _____ No
If yes, is the well closed loop or open loop? If the well is open loop, where does the water discharge?

4.13 **High capacity well** onsite or is the construction of one proposed? Yes No

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

What is the use of the well?

4.14 **Oil/water separator** onsite? Yes No

What type of waste is received by the oil/water separator

Where is the oil/water separator located?

Where does the oil/water separator discharge?

4.15 **Motor vehicle storage or salvage yard** with more than 10 inoperable vehicles that are not licensed for operation by the Indiana Bureau of Motor Vehicles? This includes all types of motor vehicles, vehicle motors, transmissions, or drive trains. Yes No

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

Are vehicles crushed on site? Yes No

4.16 **Motor vehicle waste disposal well (MVWDW) or other floor drain** onsite? Yes No

Where is the MVWDW or floor drain located?

Where does the MVWDW or floor drain discharge?

Is the MVWDW or floor drain in an area where vehicles are repaired or dismantled?
 Yes No

4.17 **Large capacity cesspool**? Yes No
If yes, describe: _____

4.18 **Major construction site**? Yes No
If yes, describe: _____

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 groundwater identified in Sections 4.1 through 4.9:

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

Continued from Section: 4. _____

Name of material(s):

Location of material(s):

Maximum volume of material(s):

Maximum concentrations of material(s):

Best management practices and engineering controls (see definitions) used to prevent materials from contaminating groundwater?

6.0 Continuation sheet:

Continued from Section: _____

7.0 Certification:

I hereby certify that there are no misrepresentations of falsifications of statement or answer on this application. I am aware that any such misrepresentations, falsifications, and/or changes in information without consulting the St. Joseph County Department of Health 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 Department of Health Wellhead Protection Standards and Requirements for additional definitions.

Above-ground storage tank: Any one or combination of tanks (including piping connected thereto) that contain hazardous or regulated substances which is more than 90% above the ground surface.

Best management practices: Schedules of activities, prohibitions or 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.

Container storage area: An area, either within or outside of a structure, used to store one or more hazardous or regulated substances in containers, including but not limited to drums, totes, buckets, and roll-off boxes.

Dry well: Any manmade structure beneath the ground surface designed for the dissipation of 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.

Engineering controls: Physical structures constructed or used to prevent or reduce the damage to the groundwater of St. Joseph County.

Geothermal well: A well that supplies water for use solely to heat and/or cool a structure.

Hazardous substance: 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 a new large capacity cesspool is prohibited in Indiana.

Major construction site: A construction site that has more than 15 persons working at one time, has temporary fuel storage or distribution tanks exceeding 55-gallons, or has 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 ten (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 Bureau 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 (MVWDW): A shallow wastewater disposal system that receives or has received fluids from vehicle repair or maintenance activities often through floor drains or wash basins in the service facilities.

Oil-water separator: A piece of equipment used to separate oil and water mixtures into their separate components.

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.

Rail or truck loading facility: Any facility used to load, unload, or transfer hazardous or regulated substances onto or off 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.

Retention or detention basin: A manmade, permanent or semi-permanent pool of water designed for the dissipation of storm water.

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 that constitute a potential source of contamination or a threat to the groundwater.