



Division of Environmental Health

100 H Street - Suite 100 - Eureka, CA 95501
Phone: 707-445-6215 - Toll Free: 800-963-9241
Fax: 707-441-5699
envhealth@co.humboldt.ca.us

MONITORING WELL AND BORING PERMIT REQUIREMENTS

The purpose of this policy is to ensure compliance with California Department of Water Resources (DWR) Bulletins 74-81 and 74-90 and with Humboldt County Code Title IV, Chapter 1 (Wells). These requirements apply to monitoring wells, borings, and other wells installed for purposes other than water supply. For permitting of water supply wells, or observation wells installed for wet weather testing, please contact the Humboldt County Division of Environmental Health (HCDEH) Land Use Program. The concerns with the construction of any monitoring well, temporary well point, or exploratory boring are as follows:

- To prevent groundwater contamination caused by contaminants moving between aquifers or from soil to an aquifer.
- To ensure wells and borings are suitably designed and installed to achieve specified data objectives.
- To record the details of well and boring installations for future data use, and to provide details for proper destruction upon the termination of use.
- To observe site conditions, construction, and sampling techniques during fieldwork.

A well and boring permit from HCDEH is required for all borings, wells, temporary well points, gas survey points, etc., regardless of depth or installation method. Exemptions to this requirement are as follows:

- Hand-augered borings installed to a maximum depth of four (4) feet below ground surface for the purpose of soil textural analysis/geotechnical data.
- Dewatering wells on construction sites that will be destroyed upon completion of the project.

Any boring left in place for more than 72 hours is considered a well. Permit fees will be doubled when a permit is issued for work done without a permit [HCC 631-3(b)]. A Well Completion Report (formerly known as DWR-188) must be submitted to the DWR Online System of Well Completion Reports (OSWCR) within 60 days of installation or destruction of any well:

<https://water.ca.gov/Programs/Groundwater-Management/Wells/Well-Completion-Reports>

DESTRUCTION OF MONITORING WELLS AND BORINGS

Monitoring wells or exploratory boreholes that are no longer useful, permanently inactive, or otherwise “abandoned” must be destroyed to protect groundwater quality and eliminate

potential physical hazards. California Water Well Standards Bulletin 74-81, page 52 defines a well as “abandoned” when it has not been used for a period of one year unless the owner demonstrates in writing an intention to use the well again. Destruction of monitoring wells can be completed by the following two methods:

- **Overboring.** Remove the well box, casing, and annular materials, preferably by overboring with the same diameter drill used during installation. See “Abandonment of Exploratory Boreholes” section below for requirements to seal the resulting borehole.
- **Pressure Grouting.** Place grout into the casing under pressure, forcing it through the well screen, annular materials, and into the surrounding formation. Ensure bridging and voids do not occur. Verify the volume of grout placed is equal to or greater than the volume of the casing and maintain 25 psi for a minimum of five minutes. Add additional grout and pressure as needed. Remove the top five (5) feet of the casing, annular materials, and well box. Match surface to existing grade.

Abandonment of Exploratory Boreholes. Place grout in the borehole continuously via tremie pipe or equivalent, proceeding from the bottom of the borehole upwards, as tremie is withdrawn. Ensure bridging and voids do not occur. Verify volume of grout placed is equal to or greater than the volume of the borehole. Alternatively, the borehole may be filled with bentonite chips or pellets with a two (2) foot grout seal to the surface. Match surface to existing grade.

Sealing Materials used for the destruction of monitoring wells and exploratory boreholes must have low permeability, see Water Well Standards Bulletin 74-81, Section (9)(D) on page 34. Drilling muds or drill cuttings are not acceptable as sealing materials.

WELL AND BORING PERMIT APPLICATION PROCESS

Permit applications must be submitted a minimum of ten (10) working days in advance of the proposed work date, and all submissions are made via the Accela Citizen’s Access database:

<https://aca-prod.accela.com/HUMBOLDT/Default.aspx>

Well and boring permit applications must include the following:

- Permit application is complete and accurate.
- Detailed site plan: north arrow, site figure, scale, proposed well and boring locations, existing structures, streets, significant topographic/drainage features, waterways, storm drains/utilities.
- Well construction detail with actual dimensions: borehole depth and diameter; casing diameter and screen interval; filter pack and seal depths; surface features. Please do not submit “typical” well detail figures that contain no dimensions.

- Lead agency workplan concurrence for regulated cleanup sites. Alternatively, letter workplan for non-regulated sites. The borehole sealing method must be specified in the workplan.
- Applicants will receive an invoice which must be paid prior to plan review and approval.

After permit approval, the applicant is responsible for informing HCDEH when work will begin.

Additionally, the drilling contractor must have a currently effective Certificate of Liability Insurance with Commercial General Liability and Workers Compensation & Employer Liability on file, endorsing HCDEH as additional insured. We generally have most contractors' insurance documents on file, but feel free to contact us to verify that for a specific contractor.

As no policy can address all possible situations, complex or special situations will be considered on a case-by-case basis, with major consideration given to the intent of California Well Standards Bulletins 74-81 and 74-90.