Save... Clear Data **Note:** In order to fill and save this form electronically, it must be opened using Adobe Reader or Acrobat software. Save a copy of the file, open Adobe Reader, select File > Open and browse for the file you saved.

State of Wisconsin
Department of Natural Resources
PO Box 7921, Madison WI 53707-7921
dnr.wi.gov

County / State Well Location Permit Application

Form 3300-076 (R 7/20)

County Well Permit No.	County
W __ __ __ __ __ __	

INFORMATION COMPLETED BY THE APPLICANT

Property Owner (Print)	Telephone Number	Site Development Plan (If required by the County) ◯ Building Plan Attached or ◯ Sanitary Plan Attached or ◯ Other
Mailing Address (Print)		Well Location ◯ Town ◯ City ◯ Village OF: _____
City / State / ZIP Code		Well Street Address / Fire No. (If available)
Well Type ◯ New ◯ Replacement ◯ Reconstruction		Subdivision Name or Certified Survey Map No. / Lot No. / Block No.
Well is a ◯ Drilled ◯ Driven Point ◯ Jetted ◯ Other _____		Tax Parcel No. (If available)
Current number of wells on property: _____ Number of unsafe, unused or noncomplying wells to be abandoned: _____		Gov't Lot No. _____ or _____ ¼ ¼ of _____ ¼ of Section _____ ; T _____ N; R. _____ ◯ E ◯ W
Designated Agent's Name (Print)		Well Constructor (Print) (If known) / License No. (If known)
Information provided with this application is true and correct to the best of my knowledge. Signature of Owner or Designated Agent: _____ Date Signed: _____		Comments:

FOR COUNTY PERMIT USE

Date Received	DNR Variance ◯ Approved ◯ Disapproved ◯ Requested ◯ Not Required	Floodplain Delineation ◯ Floodway ◯ Floodfringe ◯ Other _____	Floodplain Protection Elevation _____ ft./msl
Permit Fee ◯ Paid ◯ Not Paid			Approximate Surface Elevation of Well _____ ft./msl
County Sanitary Permit No.		Special Well Casing Requirements: ◯ Yes ◯ No Distance to Nearest Landfill: _____ ft	
Permit Application is : ◯ Granted ◯ Denied This permit shall remain valid until: _____ (Date) Signature of Administrator _____ Date Signed: _____		Comments:	

FOR COUNTY INSPECTION USE

Casing is: _____ Inches in Diameter _____ Inches Above Grade	Sealed: ◯ Yes ◯ No	Comments:
Date Inspected: _____		
◯ Before ◯ During ◯ After Construction By: (initials) __ __ __ Signature _____		

Well located on highest point property? ◯ Yes ◯ No

Separation distance from well as required by s. NR 812.08 (as of 7-1-20):

_____ Nearest Well, 8 ft.
_____ Landfill Site, 1,200 ft.
_____ Septic/Holding Tank, 25 ft.

Soil Absorption Unit:

_____ < 12,000 gal/day, 50 ft.
_____ < 12,000 gal/day - school wells, 200 ft.
_____ ≥ 1,200 gal/day, 250 ft.

_____ Pit or Alcove - Noncomplying, 8 ft.
_____ Buried Fuel Oil Tank – Residential, 25 ft.
_____ Buried Petroleum Tank – Other, 100 ft.
_____ Shoreline, 25 ft.
_____ Swimming Pool, 8 ft.
_____ Privy – pit, 50 ft.
_____ Privy – vault, 25 ft
_____ Building Drain, 8 ft.
_____ Building Sewer, 8 ft.
_____ Collector Sewer, 25 ft.
_____ Wastewater Sump – Watertight, 8 ft.
_____ Wastewater Sump – Not Watertight, 25 ft.
_____ Animal Barn Pen, 50 ft.
_____ Kennel < 5 pets, 8 ft.
_____ Kennel > 5 pets, 50 ft.
_____ Silo, 50 ft.
_____ Manure Sewer, 25 ft.
_____ Manure Sewer > 6-inch dia., 50 ft.

Manure Storage:

_____ Loading Area, 50 ft.
_____ Earthen Stack - Excavated or Non-Liquid tight, 250 ft.
_____ Temporary Stack, 150 ft.
_____ Liquid Tight Structure, 100 ft.

_____ Other

_____

_____

Scale: _____ in.= _____ ft.

N
W E
S

Comments:

COUNTY WELL LOCATION PERMIT APPLICATION FORM INSTRUCTIONS

NOTICE: This form is authorized by ss. 59.70(6) and 280.21, Wis Stats., and chs. NR 812 and 845, Wis. Adm. Code, and county ordinance. Completion of this form is mandatory. Failure to submit a completed form to the county is punishable by forfeiture, injunction or both, according to county ordinance. Each day of continued violation is a separate offense. Personally identifiable information on this form is not intended to be used for any other purpose.

GENERAL INFORMATION:

1. The use of this form is required in counties that have been delegated regulation of private well location.
2. Variances from the minimum location distances in ch. NR 812 can only be granted by the Department of Natural Resources. Variances are only granted when it is impractical or impossible to provide the minimum separation distances. Please contact your DNR district offices, for variance information.
3. Either the property owner or the property owner's designated agent can complete the well application. The permit must be signed by the property owner or the property owner's designated agent.
4. A county permit is required for:
   a. driven point, drilled and dug wells whether constructed by a licensed well driller, driven point well constructor or the property owner.
   b. all new or newly reconstructed wells and replacement wells.
   c. all potable private and noncommunity wells.
5. A county permit is not required for high capacity water systems, school water systems, wastewater treatment plant water systems, and water systems or installations requiring written plan approval from the DNR.
6. The applicant must complete and submit the form to the county at least 2 working days before constructing the well if the owner or well constrictor is interested in receiving information about potential contamination sources such as landfills; underground storage tanks; primary and replacement on site sewage disposal system areas on the development site and on adjacent properties; and special casing areas.
7. Well construction may proceed immediately without the required county permit provided the property owner or the property owner's designated agent gives notice to the administrator prior to construction. Unless other arrangements are made with the administrator the permit must be applied for on the first work day following initial construction.
8. When construction occurs on a weekend or holiday, notification to the administrator shall be provided on the first work day following the weekend or holiday. Unless other arrangements are made with the administrator, the permit application shall be obtained on the first work day following the weekend or holiday.

HOW TO COMPLETE THE APPLICATION:

1. Press hard and write legibly using a ball point pen or use a typewriter.
2. The applicant must complete all information requested on the application.
3. If there is a question as to what information is requested, contact county staff.
4. Send or deliver the form and permit fee to the county. Applicants will receive the 3rd copy of the approved application form and the on-site permit placard to post at the well site. The well constructor must fill out a combined water sample/well construction report after the well is finished. When the well is constructed by the owner, or a driven point well is constructed, the county will provide the property owner a combined water quality/well construction report to fill out and submit. Licensed well drillers will receive the combined forms from the DNR.
5. The property owner or the property owner's designated agent may be required to notify the county that the well is completed within 10 days of construction.
6. A site development plan may be required by the county. The applicant can include a copy of either the building or the sanitary plan, which shows the location of the proposed well, the dimensional locations of all known above and below grade structures, and the location of sewer lines, septic tanks and the primary and alternate drainfields on the property and on adjacent properties. If these plans are not available the applicant may need to prepare a site development plan that shows the above items.

IF AN ERROR OCCURS:

1. Mistakes, tears or rips, and legibility. Carbonless paper is hard to correct. Either use a new form or put a new value next to the old illegible value on all 3 copies of the form.
2. Loss of application form. Contact the county. If the permit has not been approved they will give you a new permit application. If the permit was approved, the county will send you a copy of the approved permit application.

THE PURPOSE OF COUNTY WELL LOCATION PERMIT SYSTEM:

1. Assures that precautions are taken to avoid potential contamination sources.
2. Helps prevent water contamination in your well from present and future contamination sources.
3. Helps to maintain an accurate record of every private well's unique geologic environment and its initial water quality so that any subsequent water quality changes can be compared during the life of your well.