

Village of Plover Water Department

Procedures to obtain a Private Well Permit

General

- Permit is good for 5 years
- Permit cost is \$25.00

Requirements

- The well must produce safe water as evidenced by a safe bacteria sample analyzed by a state certified lab
- The well must meet the DNR well code
- The well cannot be cross connected with the municipal water system

Procedures to obtain a safe bacteria sample

- Obtain a sterilized bottle from a state certified lab
 - Bacteria sample bottle kits can be picked up from UWSP, Trainer Natural Resources Building, 800 Reserve Street, Water Testing Lab – Room 200, Stevens Point. All costs associated with the testing are the responsibility of the well owner and are payable to the University at the time the sample is submitted for analysis.
- Take the sample from a sample tap on the well pump
 - Please do not attempt to take a sample from a sprinkler head or the end of a hose. The chances are high that you will not be able to obtain a safe sample from these locations which will result in resampling and possibly additional costs.
- Run some water thru the sample tap to clear the line. Turn the water off
- Flame the inside and outside of the sample tap with a torch or similar tool to kill any bacteria that may be present
- Run the water again and fill the sample bottle being careful not to splash the water or touch any surfaces of the sample bottle opening or inside of the cap with your hands
- Return the filled sample bottle and completed paperwork to the lab. Be sure to check which days the lab will accept samples (715-346-3209). DO NOT RETURN THE FILLED SAMPLE BOTTLES TO THE VILLAGE HALL
- The lab will send you the results in a few days.

Procedures to obtain the Private Well Permit

- Bring a copy of the bacteria sample results to the Village Hall. (Safe sample results only)
- Fill out the application for a Private Well Permit
- Schedule for a well inspection
 - The Water Department will inspect to verify that the well meets the DNR well code and that no cross connections exist with the municipal water system

If you have any other questions, please call the Water Department at 715-345-5254. We will be happy to assist you.

TIPS FOR BUILDING OWNERS TO AVOID WELL PROBLEMS

Any existing well on a property is required to be located on the plot plan submitted to obtain a building permit under Wisconsin Uniform Dwelling Code Rule Comm. 20.09(4) and most county permits.

However, most permits do not discuss specific setbacks to wells required by state well code NR812. Noncompliance can result if wells are encroached upon by new construction or damaged by demolition. This can render the well unsafe, cause groundwater contamination or create access problems to service or properly abandon the well. These cases can become serious, expensive problems for builders and owners. It's best to avoid conflict and liability by assuring that plans you submit meet the following guidelines:

1. A new building, or addition, should not be constructed causing a well to end up in a basement or sub grade crawlspace, or to extend up through a basement or sub grade crawlspace. Since April 10th, 1953 new wells have been prohibited in sub grade structures such as pits or basements. Older wells may sometimes be kept in certain dry well pits, but additions may not be built over the top of a well pit adjoining a house.
2. Wells may only be located in buildings with a slab-on-grade foundation (garages, pump houses, and sheds), or in walkout basements with the basement floor at ground grade on at least one side of the building. Reasonable access must be provided to allow servicing of the pump or well. Roof hatches, skylights, removable vents and high ceilings (industrial/commercial buildings) have been accepted. Casing must project 12 inches above slab and be not less than 8 feet from toilets, floor drains or sewer pipes. Hazardous and flammable materials may not be stored near the well.
3. For wells located outside of a building, the minimum setback is 2 feet from the center of the well to any permanent projection of the building such as eaves. A deck may be built over a well if it has a removable hatch to allow access for service and inspection. Drilled wells need access so submersible pumps can be removed and two inch wells may need to be pulled so the well point can be changed.
4. Masonry porches, steps, walkways and driveways must be designed so that any well casing they surround will project a minimum 12 inches above the finished slab and not be a safety hazard. Where strict compliance is not feasible, a variance may be requested for a raised ramp structure with a watertight manhole. **DO NOT** assume a variance will be approved.
5. Foundation drain tiles, clearwater sumps, clearwater discharges, downspout discharges and gravity building drains and sewers all require a minimum 8 feet setback to wells. Pressurized drains, pressurized sewers and sewage sumps require a 25 foot setback.
6. Wells must be properly abandoned (filled and sealed) **prior** to building demolition or burning to prevent contamination from getting into the groundwater, and a report filed by the contractor (DNR form 3300-5).

If strict compliance is not feasible a DNR variance from the well code may be requested. Do not assume a variance will always be approved. Please contact your local Department of Natural Resources Service Center, or a licensed well contractor, for more information.

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E. Well operation permit. The Plover water system may grant a permit to a private well owner to operate a well for a period not to exceed five years provided that the conditions of this subsection are met. An owner may request renewal of a well operation permit by submitting information verifying that the conditions of this subsection are met. The Plover water system or its agent may conduct inspections or have water quality tests conducted at the applicant's expense to obtain or verify information necessary for consideration of a permit application or renewal. Permit applications and renewals shall be made on forms provided by the Plover water system. The following conditions must be met for issuance or renewal of a well operation permit:

- (1) The well and pump installation meet or are upgraded to meet the requirements of Ch. NR 812, Wis. Adm. Code.
- (2) The well construction and installation have a history of producing bacteriologically safe water as evidenced by at least one safe water sample. No exception to this condition may be made for unsafe wells unless the Department of Natural Resources approves, in writing, the continued use of the well.
- (3) There are no cross-connections between the well and pump installation and the municipal water system.
- (4) The proposed use of the well and pump installation can be justified as being necessary in addition to water provided by the municipal water system.
- (5) That the well and pump system be evaluated by a licensed well driller or pump installer and certified to comply with ch. NR 812 subch. IV, prior to issuing the initial permit and no less than every 10 years afterwards.

UWSP CAMPUS MAP

- Faculty/Staff (A,C,D,E,H,K,R,S,U,V)
- Metered (F,G,R,V,X,Z)
- Student & Faculty/Staff (T,W)
- Student (J,P,Q)



- ### Building/Lots Key
- Academic & Administrative Buildings
 - 1. Old Main
 - 2. Student Services Center
 - 3. Communication Arts Center
 - 4. American Suzuki Center
 - 5. Health Enhancement Center
 - 6. Science Building
 - 7. Collins Classroom Center
 - 8. Learning Resources Center
 - 9. Noel Fine Arts Center
 - 10. Nelson Hall
 - 11. College of Professional Studies
 - 12. Daniel O. Trainer Natural Resources Building
 - 17. Schmeckle Visitors Center
 - 18. Schmeckle Shelter
 - 21. Wood Utilization Lab
 - 45. 601 Division St.
 - 61. Delzell Hall
 - Service Buildings
 - 14. Phy. Ed. Service
 - 16. Phy. Ed. Storage
 - 25. George Stien Building
 - 26. Resource Recovery Center
 - 31. Maintenance & Material Building
 - Centers
 - 40. Lee S. Dreyfus University Center
 - 41. Allen Recreational Center
 - 42. DeBot Residence Center
 - Residence Halls
 - 62. South
 - 67. Smith
 - 72. Burroughs
 - 63. Pray
 - 68. Baldwin
 - 73. Knutzen
 - 64. Sims
 - 69. Neale
 - 74. Watson
 - 65. Hyer
 - 70. Hansen
 - 75. Thomson
 - 66. Roach
 - 71. Steiner