

# LENAWEE COUNTY HEALTH DEPARTMENT

1040 S. Winter Street, Suite 2328  
Adrian, MI 49221

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LenaweeHealthDepartment.org



## Instructions for Completing a Noncommunity Water Supply Permit Application

1. Completely fill out the Michigan Department of Environment, Great Lakes, and Energy (EGLE) "Application to Install or Alter a Public Water Supply System and the LCHD permit application. A scaled drawing must be completed and provided with the application. A separate sheet of paper may be used for the scaled drawing. The scaled drawing must include at a minimum the following:
  - a. North Arrow
  - b. Property lines and dimensions
  - c. Streets or roads and driveways
  - d. Existing and proposed buildings – include distance to roads and landmarks
    - a. Indicate proposed additions or changes to existing buildings if remodeling
    - b. Attach existing and proposed floor plans if remodeling
  - e. Well locations - (proposed and/or existing) with distance to wastewater discharge system(s) shown
  - f. Wastewater discharge system components – proposed and /or existing
  - g. Neighboring wastewater discharge systems within 300 ft.
  - h. Sanitary and storm sewers/drains
  - i. Surface water, e.g., lakes, streams, ponds, retention basin/ponds, detention basin
  - j. Underground and above ground fuel storage tanks
  - k. Utilities, e.g., electric (above and below ground), natural gas, propane, phone
  - l. The location of well and distribution system in relationship to property lines and all structures on the property. Please indicate any buildings on the property or on adjacent properties that will be served by the well.
  - m. All standard sources of contamination within 75 ft. of proposed well
  - n. All major sources of contamination located within 800 ft. of the proposed well
  - Standard – 75' of isolation as specified in Act 399 for standard sources of contamination. The distance from the proposed well site to any potential sources of contamination such as buried storm drains, sanitary and storm sewer lines (including interior lines), septic tanks, drainfield(s), drywells, grease traps, abandoned wells, surface water, livestock holding areas, etc.
  - Major – 800' of isolation as specified in Act 399 for major sources of contamination. The distance to all major sources of contamination on the property or on adjacent properties such as: landfills, large scale chemical storage, waste lagoons, known groundwater contamination sites, buried fuel tanks, above ground fuel tanks, etc.
2. Fill out the Fixture Count Worksheet in the Application as completely as possible. If the manufacturer's information is not available an estimate will be used.
3. If the proposed well is expected to be a large quantity withdrawal (70 gallons per minute or more), the proposed withdrawal registration should be completed and submitted with application. If the water supply calculations determine that the well pump capacity must withdraw 70 gallons per minute or more to meet peak demand capacity requirements, the well will need to be registered prior to permit issuance. Well registration must be done using the EGLE's Water Withdrawal Assessment Tool, which can be found on EGLE's website.

The mission of the Lenawee County Health Department is to promote a safe and healthy environment.

4. If the proposed well will serve **the same** 25 or more individuals, on an average of 60 days per year, the Capacity Development forms must be completed and submitted with the application. (Examples may include schools, daycare centers, and factories)
5. Submit the application, scaled drawing, fixture count, other applicable documents, and onsite fee to:  
Lenawee County Health Department  
1040 S Winter Street, Ste 2328  
Adrian, MI 49221

Payment can be made with cash, check (payable to Lenawee County Health Department) or credit card (Master Card or VISA). An access fee will be assessed to your payment for all transactions involving a credit or debit card

6. The Environmental Health Staff will review the application documents and conduct a site inspection to evaluate the proposed well location. If you wish to be present for the site inspection, please make sure you have indicated this on the LCHD permit application. (Water sampling requirements will be determined during the site inspection and application review.)
7. If application is approved, a permit fee can then be submitted to the Lenawee County Health Department for the purchase of the permit. A permit must be obtained prior to drilling of the well.
8. After installation of the well is complete, please contact the Type II Noncommunity Water Supply Coordinator, Sierra Miller at (517)264-5258 or Sanitarian Sabriena Threatt at (517)264-5222 to make an appointment for a final inspection.

**Final approval of the well may be granted when the local health department has:**

- a. **Approved the well construction and pump installation,**
- b. **Received satisfactory water sample results, and**
- c. **Received a satisfactory Water Well and Pump Record from the well contractor(s).**

A permit issued under the Safe Drinking Water Act will expire 1 year from the date of issuance unless construction or alteration of the water supply commences within that timeframe.