

# BRAZORIA COUNTY GROUNDWATER CONSERVATION DISTRICT

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## IMPORTANT INFORMATION REGARDING PERMITTED WELLS

Beginning May 1, 2017, the Brazoria County Groundwater Conservation District will implement a revision in the permitting and permit renewal process. The new procedure will not include a permit fee rate increase. The District Board elected to revise its procedures for the following reasons:

- (1) Attempt to more closely align the permitted pumpage totals to the actual reported pumpage in order to more accurately project the District's future demand and estimate the modeled available groundwater.
- (2) Eliminate monthly reporting of usage and submittal of monthly payments enabling the District staff to more efficiently manage the District's database and recordkeeping.

The new procedure method will not affect current minimum users who pay their permit renewal fee and annual minimum (1 million gallons or less annually) pre-payment at the same time and submit meter readings on an annual basis.

Beginning with current permits that expire on 5/31/17, Permit Renewal Requests will be mailed to permittees approximately 60 days prior to the permit expiration date. The renewal request is to be completed by the permittee and returned by the date requested along with the \$100.00 renewal application fee. The amount of groundwater requested to be withdrawn during the next permit term must be accurately reported on the form. If the requested groundwater withdrawal amount does not exceed the previous year's authorized amount, the permit will be automatically renewed and the permit fee statement will be sent to the permittee. The amount due for the renewed permit term will be calculated based on the groundwater withdrawal amount authorized by the permit at the rate of \$0.03 per thousand gallons and payment is due within 30 calendar days. Upon receipt of the fee payment, the renewed Operating Permit will be issued.

*Our mission is to maintain the quality and availability of Brazoria County's groundwater resources  
for current users and future generations.*



Renewal requests for an increased authorized withdrawal must include an application for a Permit Amendment, which will be considered by the Board. Upon approval of the amendment, the amount due for the amended permit term will be calculated based on the groundwater withdrawal amount authorized by the permit at the rate of \$0.03 per thousand gallons and payment is due within 30 calendar days. Upon receipt of the fee payment, the amended Operating Permit will be issued.

Accurate meter readings will be required on the Annual Production Report, which will be sent along with the fee statement. Although meter reading reports will only be required annually, permittees should continue to monitor and record their meter readings on a regular basis (at least monthly). If at any time during the permit term meter readings indicate pumpage volumes are likely to exceed the authorized permit limit, a permit amendment should be submitted to the District to request an increased permit amount.

Permittees who exceed their authorized permit limit will be billed for the balance due at the rate of \$0.03 per thousand gallons plus a 30% late fee assessment. The balance due must be paid in full to avoid additional enforcement action. If the increased pumping amount is needed on the current permit, a Permit Amendment application for the increased allocation must be submitted and approved before exceeding the current permit's authorized groundwater withdrawal amount.

Permittees who pump less than their authorized permit amount may apply for a rebate. The rebate application must be filed within 90 days after the permit expiration. The fee for a rebate application will be \$100.00, and meter readings must be verified by District staff prior to issuance of any rebate.

Permittees subject to payment of production fees in excess of \$10,000.00 may submit a request for quarterly fee payment through an Agreement approved by the Board.

New Well Permit Applications will be processed and scheduled for hearing at the next available Board of Directors meeting. Once the application is approved, the permit fee statement will be sent to the permittee based on the groundwater withdrawal amount authorized by the permit at the rate of \$0.03 per thousand gallons and payment is due within 30 calendar days. Upon receipt of the fee, the Operating Permit will be issued. It is important that a new or previously unpermitted existing well permit application reflect accurate expected pumpage estimates as this will be the authorized pumpage considered by the Board on the approved permit; the production fees due will be based on the amount authorized on the permit.

The procedure for Temporary Permits will be basically the same as above. The Drilling Permit – Temporary will be issued upon approval of the application by the General Manager / Designee, receipt of the application and temporary fee. Formal approval will mirror the procedure as described above for a regular permit.

The District will no longer accept estimated pumpage. Approved meters are required on ALL permitted wells regardless of the diameter of the discharge pipe. If, upon inspection by the District's Field Operations Coordinator, a permitted well is found not to

be metered a violation notice will be issued to the owner and a re-inspection fee in the amount of \$100.00 for each meter verification inspection will be assessed.

The format the District has adopted is very similar to the methods currently utilized by other groundwater conservation districts throughout the State. We are hopeful that this will simplify the process and reduce the amount of paperwork for both the District and its permittees. If you have any questions or if the District staff may be of assistance to you in any way, please do not hesitate to contact the District office at the numbers listed at the bottom of this page.

Your cooperation and patience will be greatly appreciated as we make this transition over the coming year.

Sincerely,

*Alan Mueller*

Alan Mueller, President  
Brazoria County Groundwater Conservation District  
Board of Directors

Enclosure: *Timeline for Permit Renewal Procedure*



## **TIMELINE FOR PERMIT RENEWAL PROCEDURE**

**RENEWAL NOTICES MAILED 60 DAYS PRIOR TO EXPIRATION DATE BY DISTRICT**



**RENEWAL APPLICATION AND \$100.00 FEE SUBMITTED BY PERMITEE**



**PERMIT HEARING (FOR INCREASED LIMIT REQUEST)/ BOARD APPROVAL**



**PERMIT FEE STATEMENT SENT TO PERMITEE BY DISTRICT (30 DAY RESPONSE)**



**PAYMENT RECEIVED BY DISTRICT**



**PERMIT ISSUED BY DISTRICT**



**REBATE APPLICATION FOR OVERPAID FEES FROM PRIOR PERMIT TERM SUBMITTED BY PERMITEE IF ELIGIBLE (\$100.00 APP. FEE)**



**REVIEW PERMIT TERM PUMPAGE SUBMITTED BY PERMITEE & METER INSPECTION BY DISTRICT**



**REBATE ISSUED BY DISTRICT**