



# **MONITORING WELL** **OR OTHER VERTICAL DRILLING**

CITY OF ORANGE  
PUBLIC WORKS DEPARTMENT, ENGINEERING DIVISION

January 2019

A Well Permit is required for the construction and maintenance of monitoring wells, soil investigation boreholes, cathodic protection or other vertical drillings on public right-of-ways and on private properties. For works on public right-of-ways, an Encroachment Permit is also required.

To obtain a Well Permit, the applicant should contact City of Orange Water Division located at 189 S. Water Street, 714-288-2475. The Well Permit application can also be found on City's web site: [http://www.cityoforange.org/depts/publicworks/permit\\_info/well.asp](http://www.cityoforange.org/depts/publicworks/permit_info/well.asp). If the drilling takes place on private property, then, the Well Permit is all that is required from the City. No Grading Permit is required. The City requires the Well Permit primarily to insure that the depth of drilling will not in any way affect the City's ground water supply in the underground aquifer. The Well Permit also serves as a database to inventory all vertical drillings in the City.

The City strongly discourages vertical drilling on public right-of-way. There are numerous issues that concern the City including (1) vertical drilling can potentially hit and damage other underground infrastructures; (2) private facilities are difficult to manage on public street such as when repairs are needed or when City resurfaces the pavement; and (3) the City often have difficulty locating responsible private party when emergency or need for repair arises.

However, the City will approve drilling and placement of monitoring well and other vertical shafts on public right-of-way if the applicant can provide sufficient documents demonstrating the need. General guidelines for filing an Encroachment Permit application are given below:

- (1) To file an application for Encroachment Permit, the applicant shall furnish the following documents:
  - Encroachment Permit form.
  - Site map detailing all well and boring locations for the entire project.
  - Traffic control plan, if required by the City.
  - Applicable technical reports describing the project, including the purpose, the work to be done using the well or boring, and how long will the well or boring be remain in place.
  - A vertical shaft design specification. If the vertical boring is temporary, then, also provide well destruction procedure or backfill procedure.
  - A copy of the Well Permit issued by City of Orange Water Division.
  - Any other permits and documents issued by other governmental agencies.
- (2) The Encroachment Permit is valid for the duration of temporary borings up to six months.
- (3) For long-term monitoring wells, an Annual Encroachment Permit will be issued.
  - The Annual Permit is renewable at the anniversary of the permit.
  - Permit renewal should be filed before the current permit is expired.
  - Reason for the renewal should be stated in the permit application. In most cases, the cost for renewal is the permit issuance fee. However, if special condition calls for inspection of the well site upon renewal, then, appropriate inspection cost will also be applied.