NECHES & TRINITY VALLEYS
GROUNDWATER CONSERVATION DISTRICT

P.O. Box 1387 • 501 Devereaux St., Suite 201, Jacksonville, TX 75766
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APPLICATION FOR NON-HISTORIC OPERATING PERMIT

FOR DISTRICT USE ONLY	
State/District Well No.: _____	Date Application Received: _____
Fee Received: $ _____ Paid By: _____	Date Received: _____
Date Approved: _____	Approved By: _____

Instructions: This application is for a Non-Historic Operating Permit (NOP) to authorize production of groundwater from a non-exempt well. All operating permits issued on or after October 15, 2026, are NOPs (§ 5.202(c)); a Historic Operating Permit (HOP) holder seeking to increase its authorized amount must also use this form (§ 5.202(b)). A well construction permit is required before drilling, and an operating permit must be obtained before producing groundwater from a non-exempt well (§ 6.201(a)). Complete one application per well or well system; individual applications may not be used to avoid requirements that apply to a well system (§ 5.208(f)). The applicant must be the party seeking the permit. A non-refundable application fee per the District's fee schedule must accompany this application (§ 7.002). All items required by §§ 5.208 and 9.104 of the District Rules must be provided for the application to be administratively complete. An operating permit is subject to cancellation if no authorized well is drilled, or no groundwater is produced, within 12 months after the permit is issued; the General Manager may grant one extension of up to 6 months for good cause on written request filed before the deadline (§ 5.219).

Part I. Applicant Information

☐ Individual ☐ Partnership ☐ Corporation ☐ Governmental Entity ☐ Estate/Trust/Guardianship

Name: _____

Mailing Address (Street/PO Box, City, State, Zip): _____

Physical Address (Street, City, State, Zip): _____

Telephone: _____ Email: _____

If the applicant is other than the property owner, attach documentation establishing authority to construct and/or operate the well and use water at the place of use (§ 5.208(a)(1)).

Part II. Operator Information (if different from Applicant)

☐ Individual ☐ Partnership ☐ Corporation ☐ Governmental Entity ☐ Estate/Trust/Guardianship

Name: _____

Mailing Address (Street/PO Box, City, State, Zip): _____

Physical Address (Street, City, State, Zip): _____

Telephone: _____ Email: _____

Part III. Property Owner (if different from Applicant)

☐ Individual ☐ Partnership ☐ Corporation ☐ Governmental Entity ☐ Estate/Trust/Guardianship

Name: _____

Mailing Address (Street/PO Box, City, State, Zip): _____

Physical Address (Street, City, State, Zip): _____

Telephone: _____ Email: _____

Part IV. Authorized Representative (if any)

Relationship to Applicant (agent, officer, attorney, etc.): _____

Name: _____

Telephone: _____ Email: _____

Part V. Well and Production Information

Well Number / Name: _____

Well Construction (Drilling) Permit No.: _____

Location of Well Site (911 address): _____

City: _____ Zip: _____ County: _____

Well location (§ 5.208(a)(9)):

County / Section / Block / Survey: _____

GPS Latitude: _____ Longitude: _____ *(accurate within 10 feet)*

Distance to two nearest property lines: _____

(1) _____ ft. (2) _____ ft.

Source of supply — aquifer (sole source) (§ 5.208(a)(2)):

☐ Carrizo-Wilcox ☐ Queen City ☐ Sparta ☐ Trinity River Alluvium

Other: _____

Withdrawal:

Maximum rate of withdrawal the well is capable of (gpm), by a District-approved method: _____

Method of withdrawal (description): _____

Maximum annual production requested (acre-feet/year): _____

Requested permit term (years): _____

Purpose(s) of use (check all that apply) (§§ 5.206, 5.208(a)(7)):

☐ Municipal/Public Supply ☐ Industrial ☐ Irrigation ☐ Agricultural (including livestock) ☐ Recreational/Wildlife

Other: _____

Statement of the nature and purpose of the proposed use:

Amount of water to be used for each purpose (showing real, current, economically reasonable need):

Part VI. Required Attachments — All Applicants

☐ **1.** Authority documentation if the applicant is not the property owner (§ 5.208(a)(1)).

☐ **2.** Deed and legal description for the tract(s) on which the well is or will be located (§ 5.208(a)(5)).

☐ **3.** Place of use of the groundwater to be withdrawn (§ 5.208(a)(6)).

☐ **4.** County appraisal district map showing the well, the place of use, and adjacent owners' physical and mailing addresses (§ 5.208(a)(10)).

☐ **5.** Map of all existing wells within a one-half (1/2) mile radius of the well and within the minimum spacing distances required under § 6.101 (§ 5.208(a)(10)).

☐ **6.** Most recent water loss audit submitted to the TWDB, if applicable (§ 5.208(a)(13)).

☐ **7.** Water well closure plan, OR sign the declaration in Part IX (§ 5.208(a)(15)).

☐ **8.** Recorded deed, lease, or other real property instrument showing the applicant's ownership of, or right to produce groundwater from, the tract on which the well is or will be located; if aggregation is requested, a legal description or survey of the contiguous acreage (§ 5.208(b)).

☐ **9. If any of the groundwater will be sold or otherwise provided to another person, a copy of each signed contract or other agreement to sell or provide the groundwater, including any option or letter of intent (§ 5.208(a)(17)).**

☐ **9A.** Signatory documents — attach each that applies:

- ☐ Written evidence of an agent's authority to sign for the applicant (§ 9.104(b)(1)).
- ☐ Assumed name certificate (individual or partnership doing business under an assumed name) (§ 9.104(b)(1), (3)).
- ☐ Joint applicants: written designation of the applicant selected to represent the others (§§ 9.103, 9.104(b)(2)).
- ☐ Estate or guardianship: current letters testamentary or order appointing guardian (§ 9.104(b)(4)).
- ☐ Corporation, district, county, city, or other entity: bylaws, charter, resolution, or corporate affidavit showing the signing official's authority (§ 9.104(b)(5)).
- ☐ Trust: name of the trust, nature of the trust agreement, and name and current address of each beneficiary (§ 9.104(b)(6)).

Part VII. Hydrogeological Study (§ 5.208(a)(16))

For any application seeking to withdraw 300 acre-feet annually or more, attach a hydrogeological study prepared by a Texas-licensed professional geoscientist or engineer, with test wells, conducted under District technical guidelines, modeling impacts near the well(s) for 1 year using the Theis drawdown equation and for 10, 30, and 50 years using the TWDB GAM approved for GMA 11 or another District-approved model. The study must include a quantitative assessment of the percentage of drawdown projected within 3 miles of the proposed well. The applicant must propose a test well for District approval; the test well must be geophysically logged and the log submitted within 30 days of well completion. For all applications, provide information showing groundwater availability and the projected effect of the proposed pumping on aquifer conditions, depletion, existing groundwater resources, existing permit holders, and registered exempt wells.

☐ **10. Hydrogeological study** and impacts information attached (study required at 300 acre-feet/year or more).

☐ **11. Proposed test well location** for District approval (300 acre-feet/year or more) (§ 5.208(a)(16)).

Part VIII. Use-Specific Reports (production over 100 acre-feet/year)

Municipal / public water supply (§ 5.208(c)):

☐ **a.** Texas-licensed engineer's report: 10-year monthly/annual use (per meter and per capita), future needs, rate structure and billing efficiency, water-loss estimate, conservation (past 5 / next 5 years), and economic analyses of surface water/conservation and alternative groundwater.

☐ **b.** Place-of-use documentation: per-capita use, conservation measures, deed/legal description or CCN boundary map (or service-area map if no CCN).

☐ **c.** For political subdivisions/retail public utilities: map and information identifying the location of the utility's retail water service area where the well is or will be located (§ 5.208(c)(3)).

☐ **d.** Notice of any PUC application to obtain/modify a CCN tied to the requested permit.

Agricultural / irrigation / recreational / wildlife (§ 5.208(d)):

☐ **e.** Report by a Texas-licensed engineer or USDA NRCS: future needs, water per unit of production, evaporation/seepage/runoff losses, usable on-site surface water/rainfall, groundwater needed in average and drought-of-record years, other losses, conservation (past/next 10 years), and economic analyses of surface water/conservation and alternative groundwater.

Industrial or other beneficial use (§ 5.208(e)):

☐ **f.** Report: 10-year use, future needs, water per unit of production benchmarked to the industry, loss estimate, conservation (past 5 / next 5 years), and economic analyses of surface water/conservation and alternative groundwater.

Part VIII-A. Existing Rights, Aggregation, and Variance Requests

List all District permits and other groundwater or surface water rights held by the applicant, and the amount used in each of the last three years (§§ 5.208(a)(18), 5.209(a)(13)):

_____

☐ Aggregate the authorized withdrawal with Operating Permit No(s). _____ held by the applicant in the same aquifer, or for all wells on the same contiguous acreage (§ 5.209(b)).

☐ Retail public utility variance from well spacing to meet TCEQ minimum capacity requirements — attach Variance Request form (§ 5.218).

Part IX. Declarations (initial all that apply)

_____ Applicant is in compliance with all applicable District Rules and will comply with the Rules and all permits and plans promulgated under them (§ 5.208(a)(12)).

_____ Applicant will comply with the District's Groundwater Management Plan and the state and regional water plans (§ 5.208(a)(11)).

_____ Applicant agrees to avoid waste, achieve water conservation, and use reasonable diligence to protect groundwater quality (§ 5.208(a)(13)–(14)).

_____ Applicant will comply with all District well plugging and capping guidelines and report closure to the District and TDLR (§ 5.208(a)(15)).

_____ For applications of 300 acre-feet/year or more: applicant agrees the test well or another District-approved well will be used as a monitoring well and applicant will submit quarterly water level data to the District (§ 5.209(d)(1)).

_____ Applicant understands the permit may include special conditions for monitoring, phased authorization, or reduction or cessation of production based on measured drawdown or District monitoring data (§ 5.209(d)).

Attestation and Signature (Required — § 9.104)

STATE OF TEXAS §

COUNTY OF _____ §

I certify that the information provided in this application is true and accurate to the best of my knowledge and belief, and I subscribe and swear or affirm under oath that the facts set out herein are accurate.

Signature requirements (§ 9.104): A partnership must state whether it is a general, limited, or limited liability partnership. A trustee must sign as “trustee.” Each joint applicant must sign, and where spouses own the well, each spouse must sign. A person signing on behalf of the applicant must provide the information below.

Signer’s Position: _____ Telephone: _____ Email: _____

Signer’s Physical and Mailing Address: _____

Signed: _____ Date: _____

Printed Name: _____ Title: _____

Joint Applicant / Spouse (if applicable):

Signed: _____ Date: _____

Printed Name: _____ Title: _____

Subscribed and sworn to before me on this _____ day of _____, 20_____.

_____

Notary Public, State of Texas