



## **Iroquois County Public Health Department**

### **Well Program Procedure**

#### **I. Purpose:**

To protect the health of the public by ensuring private water wells are constructed and maintained according to state and local regulations, and ensure that potable water supply wells are tested to determine presence of coliform.

#### **II. Policy:**

Issue permits to install private water wells on properties located in Iroquois County in accordance with state and local requirements, and educate the public about water well construction and safety issues associated with private wells.

#### **III. Procedure:**

1. When the Iroquois County Public Health Department is notified that a new well may be constructed or an old well may be sealed, following information will be made available to the client:
  - a. Application for Permit to Construct, Modify, or Abandon a Water Well
  - b. Water Well Sealing Form
  - c. Notification of Plan to Seal an Abandoned Well by a Homeowner

All relevant forms can be found on the ICPHD website, and are also attached to this policy.

2. After receipt of a completed application, the permit fee of \$100, and the inspection fee of \$150, the health authority will review the application for approval. If the application cannot be approved, the applicant will be notified of the problem by mail or phone and told to complete the application and resubmit it.
3. Update the electronic well permit application log and create appropriate folder.
4. Prepare well construction report log and/or well sealing log as applicable.
5. The copy of the application will be mailed to the well driller along with the well construction report log and/or well sealing log. The property owner will receive nitrate in drinking water information (see attached), letter of application approval, and water sample collection bottles.
6. The original application and the Iroquois County Public Health Department well inspection report will be placed in the Incomplete Wells file basket.

<b>Adoption</b>	<b>Revisions</b>	<b>Review</b>	<b>Rescind</b>
07-01-2014	12-17-18	11-19-2019 8-8-3-2020 6-28-2021	



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7. The well driller shall give the Iroquois County Public Health Department 24 hour notice on the completion of the well so that the health authority may go to the site and inspect the well.
8. During a new well inspection, the health authority will note the distances from the new well to:
  - a. Old well
  - b. Septic tank
  - c. Seepage field
  - d. Barnyard
  - e. Bodies of water
  - f. Abandoned wells
  - g. Other sources of contamination

The health authority will also note any old wells, sealed wells, manure piles, dry holes, and any other unidentified objects in the ground.

9. The well will be constructed according to the Illinois Water Well Construction Code.
10. The completed inspection report (blank report attached) shall be filed in the No Log file basket. The well log should be received within in 30 days. If the well log is not received, the health authority will generate a letter to the well driller with notification of the problem.
11. After the Iroquois Country Public Health Department receives the well log and/or well sealing forms, the owner will be sent a copy of their completed file. The original well logs/well sealing forms will be mailed to:

Illinois Water Survey  
2204 Griffith Drive  
Champaign, Illinois 61820

12. The completed well file will be entered in the computer and filed chronologically by permit number.

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