

# THE WELL INFORMED

May 2008

## A Message from our Section Chief

Dear Reader,

Back in the early 1990's the Bureau of Water Allocation published a newsletter called "The Well Informed." It contained information on a wide variety of issues such as regulatory changes, policy updates, licensing information and enforcement actions. Although it only lasted five years, the impact of the information still surfaces today more frequently than one would imagine. In recent weeks, what started as a need to mass mail information to our licensed drillers and drilling companies about upcoming changes to the regulations began to grow into a mailing to include other important announcements. Staff here realized a simple newsletter would be much easier to read than a string of memos. Once again, we found ourselves reviving the concept of a newsletter to help keep folks well informed.

While limited resources will not permit us to publish as frequently as we might like, we will be publishing a program update to members of the drilling community on an annual basis. During the rest of the year, we encourage you to visit our web page for information such as licensing test dates, meeting information and minutes from the State Well Driller and Pump Installer Advisory Board, copies of forms and other announcements as they develop. The quickest way to get

important announcements from the Well Permitting Program is to add your email address to our list. You can read how to do that in this copy of our newsletter!

In this edition, you will also find information on the upcoming changes to reporting the locational information for proposed and as-built well locations. The Well Permitting Program will no longer be using the old atlas system (a.k.a. LORDS ) and will convert, starting July 1<sup>st</sup>, to the Department-wide standard of using state plane feet.

The Department has been working hard with an outside consultant to develop an online system for submitting well permit applications, well records and decommissioning reports. This summer, staff will be testing the system with the goal of having the online process in place before the end of this year. We are announcing three new appointments to the Board and reminding readers that they are always invited to attend the meetings, which are open to the public. Rather than list all the news items here, I encourage you to read through the newsletter, sign up in our email address book and occasionally visit the website. It's the best way I know to become well informed about our program. ❖

Pat Bono, Section Chief  
Well Permitting Program

## INSIDE THIS ISSUE

1	A Message From Our Section Chief
2	Changes in Reporting Well Locations
2	Launch and Training Dates for NJ-GeoWeb
3	Well Drillers Board Information
4	I-MapNJ Directions
4	Status of Well Search Requests
5	Licensing Information

## For More Information

Contact us:

Well Permitting Program  
NJDEP  
P.O. Box 426  
Trenton, NJ 08625-0426  
(609) 984-6831  
[wellpermitting@dep.state.nj.us](mailto:wellpermitting@dep.state.nj.us)  
[www.nj.gov/dep/watersupply](http://www.nj.gov/dep/watersupply)



If you did not receive a copy of this mailing via email and would like to be added to our email list, please send an email with your name and company to :  
[wellpermitting@dep.state.nj.us](mailto:wellpermitting@dep.state.nj.us)

## Changes In Reporting Well Coordinate Locations Effective July 1<sup>st</sup>, 2008

---

On July 1, 2008 amendments to the well construction regulations are scheduled to go into effect. These regulations were adopted on April 2, 2007 and require the submittal of well coordinate locations on well permits and well records. The following is a summary of the requirements for submitting well location data. The regulations and submittal requirements can also be referenced at N.J.A.C. 7:9D-1.11(f)3. and N.J.A.C. 7:9D-1.15(a)3 and on our website at [http://www.nj.gov/dep/watersupply/NJAC7\\_9D.pdf](http://www.nj.gov/dep/watersupply/NJAC7_9D.pdf). Be advised that failure to comply with the new regulations will result in processing delays due to the return of well permits or well records.

### Well Permits

All well permit applications **postmarked** on July 1, 2008 or after must include the horizontal data point (coordinates of the proposed well location) reported in NJ State Plane coordinates along with the method used to obtain the information. Well coordinate locations shall be submitted by using 1) I-mapNJ or NJ-GeoWeb (to be launched by DEP this summer), 2) Global Positioning System (GPS) or 3) surveying. I-MapNJ is available on the DEP web site at <http://www.nj.gov/dep/gis/newmapping.htm>. Directions are included in this newsletter (see page 4)

### Well Records

Well coordinate locations on well records are required for any well **drilled** after July 1, 2008. The Department is not requiring well locations for wells drilled prior to July 1, 2008. However, if you have not submitted well records for wells drilled prior to July 1, 2008, the Department strongly encourages you to submit them as soon as possible.

Well coordinate locations on well records must be reported in NJ State Plane coordinates using 1) GPS or 2) Survey methods. Note that I-MapNJ and NJ-GeoWeb are not acceptable methods for reporting as-built locational information on well records.

### GPS Units

The Department does not endorse or provide recommendations on GPS units and correctional software used to collect well coordinate locations. However, all units must comply with the Department standards set forth at N.J.A.C. 7:1D Appendix A. For questions regarding GPS units, contact the Department's Bureau of Geographic Information Systems (BGIS) at 609-777-0672. ❖

## Launch and Training Dates for NJ-GeoWeb

---

This summer the DEP is launching its latest Internet Mapping application, NJ-GeoWeb. NJ-GeoWeb will eventually replace the existing I-MapNJ application as the DEP's primary mapping application. For the time being, Well Drillers will be able to use either I-MapNJ or NJ-GeoWeb to submit well coordinate locations on all well drilling permits. NJ-GeoWeb will feature a well driller utility that will automatically bring up only the data layers of interest to the well driller to make it more user friendly.

The NJDEP will be holding FREE training sessions on NJ-GeoWeb this September. The training sessions will review step by step instructions on how to locate the proposed well location in NJ-GeoWeb and report the coordinate in the correct coordinate system on the well permit. Additionally, staff from the Well Permitting Program will be available to answer questions and present important program updates. Each training session will be held from 9 a.m. to 4 p.m. at 401 E. State Street in Trenton. Directions can be found on the DEP website at <http://www.nj.gov/dep/where.htm>.

The training schedule is listed below. The day will be divided into two sessions with 1/2 day covering NJ-GeoWeb and the other 1/2 spent on program updates and a preview of e-permitting. Space in each session is limited, and seats will be filled on a first come-first served basis. Please email [wellpermitting@dep.state.nj.us](mailto:wellpermitting@dep.state.nj.us) or contact Julia Altieri at (609) 984-6831 to sign up for one of the sessions listed below. Hope to see you there! ❖

### NJ-GeoWeb Training Schedule

**Thursday, September 11, 2008**

**Tuesday, September 16, 2008**

**Wednesday, September 17, 2008**

**Tuesday, September 23, 2008**

### E-PERMITTING IS COMING SOON!

---

E-permitting will allow drillers and drilling companies to apply online for well permit applications. In addition, permit cancellations, well records and decommissioning reports can be submitted via the web. The Well Permitting Program designed a user-friendly filing system so that drillers and companies can easily see a history and status of their own submissions. In June, staff will start to test the new system to determine how well it functions. The Department hopes to have e-permitting available by the end of the year. ❖

## **NJ STATE WELL DRILLERS & PUMP INSTALLERS EXAMINING AND ADVISORY BOARD**

The Board is comprised of nine members whose duties include making recommendations to the Department on licensing, enforcement and regulatory issues.

### **BOARD MEMBERS**

Effective July 1, 2008

Art Becker, *Master Well Driller*  
Anthony Tirro, *Master Well Driller*  
Gary Poppe, *Master Well Driller*  
Joseph Yost, *Licensed Well Driller*  
Joseph Pepe, *Pump Installer*  
Carol Graff, *Public Member*  
Dr. Karl Muessig, *NJDEP Representative*  
Richard Dalton, *NJDEP Representative*  
Fred Sickels, *NJDEP Representative*

### **MEETING SCHEDULE**

All meetings are open to the public. Well drillers and their representatives are encouraged to attend. The scheduled meetings begin at 9:30 a.m. at 401 E. State Street in Trenton. Approved minutes from previous Board meetings are available on the web site at [www.nj.gov/dep/watersupply/advisoryboard.htm](http://www.nj.gov/dep/watersupply/advisoryboard.htm). To obtain a draft agenda for each meeting contact the Well Permitting Program within 5 business days prior to the date of the meeting.

**THURSDAY, JULY 10, 2008**

5<sup>TH</sup> FLOOR LARGE CONFERENCE ROOM

**THURSDAY, SEPTEMBER 18, 2008**

7<sup>TH</sup> FLOOR LARGE CONFERENCE ROOM

**TUESDAY, NOVEMBER 18, 2008**

7<sup>TH</sup> FLOOR LARGE CONFERENCE ROOM

You may contact the Board c/o Vince Monaco, P.E. at the following address:

Bureau of Water Systems and Well Permitting  
P.O. Box 426  
Trenton, NJ 08625  
(609) 984-6831

## **New Board Members**

The Department is pleased to announce the appointments of Joseph Yost, Gary Poppe and Carol Graff to the State Well Drillers and Pump Installers Examining and Advisory. These appointments are required to fill an existing vacancy and two vacancies that will be created July 1, 2008 due to the resignations of Norm Primost and Peter Demicco. The three new members were chosen based on their years of experience and expertise in various areas of the well drilling industry.

Joseph Yost, a Master Well Driller of Layne Christensen Company has over thirty years experience drilling, maintaining and repairing wells. As a Board member, his extensive experience installing and maintaining large wells in both consolidated and unconsolidated strata will provide valuable technical assistance to the Department.

Gary Poppe, of Kaye Well Drilling Company, is a licensed Master Well Driller with over 20 years of experience in the industry. Mr. Poppe is an active member of the NJ Groundwater Association who will bring a thorough knowledge base on issues regarding domestic well drilling.

Carol Graff is a professional geologist who has first hand knowledge of the program from earlier work at the NJ Geological Survey and as Section Chief of the NJDEP Well Permitting Program. In her current practice as a private consultant she continues to work closely with the well drilling industry. Ms. Graff is also an active member of the NJ Groundwater Association and American Institute of Professional Geologists.

The Department extends its thanks to all the candidates that applied. We appreciate the interest in the Board and encourage all members of the community to apply for future vacancies and attend regular Board meetings. ❖

*The Department would like to extend its appreciation to Norm Primost of Pickwick Well Drilling for his 12 years of dedicated service to the Advisory Board, including 8 in the role of Chairman of the Board and to*

*Peter Demicco for 5 years of service as the Public Member.*

**Check out our new email address  
[Wellpermitting@dep.state.nj.us](mailto:Wellpermitting@dep.state.nj.us)**

## I-MapNJ

One of the acceptable methods for providing proposed well locational information on well permits is to use the DEP's internet mapping application i-MapNJ. With this easy-to-use application, users can identify locations of interest by using address, county, municipality or place names. In addition, well drillers will be able to determine the location of proposed wells in relation to known contaminated sites and sensitive lands. Step by step instructions on how to determine the location of the proposed well using I-MapNJ are found below. If you have further question please contact the DEP's Bureau of Geographic Information Systems (BGIS) at 609-777-0672. ❖



## Status of Well Searches

Due to the large volume of well search requests the DEP regrets to announce that we can no longer give the status of well searches over the phone. This change will allow staff to dedicate additional time to conducting the searches themselves. Therefore, please allow 2 weeks (10 business) days for processing of all well search requests. If you have not received a response after 10 days contact well permitting at [wellpermitting@dep.state.nj.us](mailto:wellpermitting@dep.state.nj.us) with Status of Well Search Request in the subject line. To ensure a quick turnaround time for any well search request please make sure only ONE request form is completed in its entirety and faxed in for each location. Thank you for your cooperation. ❖

## PLEASE BE PATIENT

During June and July DEP staff will be in testing for e-permitting and unavailable by phone. Permit processing will slow down as a result. For general questions or to inquire on the status of well permit applications we recommend that you email [wellpermitting@dep.state.nj.us](mailto:wellpermitting@dep.state.nj.us). Thank you for your cooperation during this period. ❖

## I-Map Directions

1. **Go to** <http://www.nj.gov/dep/gis/d epsplash.htm> NOTE: Turn off your web browser's pop-up blocker prior to using I-Map.
2. **Click the "Launch i-MapNJ DEP"** button to launch the application or click the "Tutorial" button to learn how to use all of I-Map's functions.
3. **Mark the following layers** on the left of the screen visible by placing a check in the square box associated with each layer:
  - Municipalities (11th from top)
  - Roads (Tele Atlas) (22nd from top)
  - Well Program Grid (23rd from bottom)
  - Groundwater Contamination Areas (CEA) (18th from bottom)
4. **Click the "Refresh Map" button**
5. **Click on "Find Location of Interest"** in the upper right corner of the screen and follow the on screen directions. Once you are in the general area of the well location, use the pan and zoom buttons to pinpoint the well location. NOTE: Searching by Address does not always locate the correct building on a road. It is only an estimate.

These buttons are activated by clicking on them. The button that is blue is active. For zooming, click the map in the location that you want to zoom to. For panning, click and drag the map in the direction that you want to go.

**You can skip the "Find Location of Interest" step and use the zoom button from the beginning if you choose** (Layers will become visible at different scales). At this point you can locate the proposed well location and determine if it is in a CEA. NOTE: Searching by address does not always find a location and is not always accurate. Knowledge of the local area may be needed to locate the correct property.
6. To determine the coordinates for a proposed well location, **click the "Set Origin" button and then click the proposed well location on the map.** A star will appear at the cursor location to mark the point and the coordinates will appear next to the star in NJ State Plane Feet using units of US Survey Feet (Easting(X), Northing(Y)). NOTE: Current Well Permit application forms ask for these coordinates in the opposite order, Northing then Easting with no decimals.
7. To see information regarding the CEA, click the circle next to the groundwater contamination areas (CEA) layer to make that layer active. Click the "identify" button and click the CEA in the map. A pop-up window will appear with information about the CEA. ❖

## LICENSING EXAMINATIONS

---

Please be advised that the application fee to take any well driller or pump installer examination is \$50.00 per application. The schedule of examinations for the remainder of 2008 is listed below. Please note that the application submittal deadline is the first day of the month preceding the month that the exam will be administered. It is highly recommended to submit exam applications 3-4 weeks ahead of the deadline to allow for the correction and submission of deficient or erroneous information on exam applications.

### TESTING SCHEDULE

**TUESDAY, OCTOBER 7, 2008**

**MASTER WELL DRILLER, JOURNEYMAN WELL DRILLER,  
JOURNEYMAN CLASS B WELL DRILLER**

**APPLICATION DEADLINE: SEPTEMBER 1, 2008**

**RECOMMENDED DEADLINE: AUGUST 1, 2008**

**TUESDAY, DECEMBER 9, 2008**

**MONITORING WELL DRILLER, DEWATERING WELL  
DRILLER, SOIL BORER, PUMP INSTALLER,**

**APPLICATION DEADLINE: NOVEMBER 1, 2008**

**RECOMMENDED DEADLINE: OCTOBER 1, 2008**

## License Renewals

---

As you should be aware, all current well driller and pump installer licenses expire on June 30, 2008. All well drillers and pump installers should have received a renewal notice and invoice from the Bureau of Exams & Licensing. If you have not received a renewal notice, contact the Bureau of Water Systems & Well Permitting immediately to confirm that your current address is on file. Be advised that failure to renew your license prior to the June 30, 2008 deadline will result in late fees or the ultimate loss of your license. As of April 2, 2007 the fees for license renewal have increased to cover the expense of administering the licensing program. The renewal fees are \$300.00 for all master, journeyman, journeyman B, dewatering and monitoring well drillers, and soil borers and \$150.00 for all pump installers. ❖

---

### **REPORT ILLEGAL DRILLING**

*609-984-6831 during business hours*

*or*

*1-888-WARNDEP (1-800-927-6337)*

*24 hour Emergency Response Hotline*

---

## DID YOU KNOW?

### WELL DRILLER & PUMP INSTALLER REPORTS ARE ONLINE

---

A list of all licensed well drillers and pump installers is available online. The Department uses this list to direct the public to licensed well drillers in their area. Therefore, check to make sure your information is accurate and up to date so prospective customers can contact you.

To get a list of currently licensed well drillers and/or pump installers:

1. Go to the DEP internet site at [www.nj.gov/dep](http://www.nj.gov/dep)
2. Under the subheading "information tools" located in the bottom left hand corner, find and select "Data Miner".
3. When the Data Miner page appears, click the Launch button located on the right.
4. Select "reports by category" from the top right hand side of the screen.
5. From the list of programs select Exams & Licensing.
6. When the list of reports appears, select "access the exams & licensing reports" to generate the list of exams & licensing reports.
7. Scroll down and select "well permits-well drillers & pump installers". This will take a while to process. When this comes up, you can choose which report you wish to see—the "detail" report gives you all licensed individuals, including pump installers, "well drillers" gives you just drillers, etc. ❖