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DIVISION 205

WATER SUPPLY WELL CONSTRUCTION
STANDARDS; LICENSING

690-205-0200

Water Supply Well Construction Notice Required (Start Card)

(1) Each bonded Water Supply Well Constructor licensed to operate in the State of Oregon and each landowner holding a landowner's permit shall provide notice as required in ORS 537.762 before commencing the construction, alteration, or abandonment of any water supply well or conversion of any monitoring well, geotechnical hole, or other hole to a water supply well. The start card shall contain the following information:

- (a) Name and mailing address of the landowner;
- (b) Street address of the well;
- (c) The approximate location of the water supply well; **and**
- (d) The proposed depth, diameter, and purpose or use if the well is new, altered, or converted. ~~f.; and~~

(2) In addition to the information required pursuant to OAR 690-205-0200(1)(a)-(d), a start card may also contain information regarding the type of proposed alteration.

~~f(e) Type of proposed alteration.~~

~~f(2)~~ **(3) Forms for making these reports and submitting fees shall be furnished by the Department.**

~~f(3)~~ **(4) Landowners who construct, alter, convert, or abandon a water supply well shall also comply with OAR 690-205-0175.**

690-205-0205

Start Card Reporting Requirements

Bold, underlined text **example** is new text proposed in the September 2008 hearing draft
Italicized and text in brackets [example] is proposed to for deletion in the September 2008 hearing draft
Bold, double underlined text **example** is new text proposed in the Final Proposed Rules
Italicized, strikethrough text in brackets [example] is text proposed for deletion in the Final Proposed Rules

1 (1)(4) *[shall be mailed, hand-delivered during regular business hours or transmitted by*
2 *Department-approved electronic submittal to the Water Resources Department in Salem*
3 *no later than the day]* **The start card notification required in ORS 537.762 shall be**
4 ***[alteration, or abandonment]* submitted to the Department's region office within**
5 ***which the water supply well is being constructed, altered converted or abandoned***
6 ***using one of the following methods:***

7 (a) Start cards submitted electronically **shall be transmitted by a Department-**
8 **approved method and** shall be submitted before *[commencing]* **beginning** construction,
9 alteration, conversion or abandonment **work on** *[of]* any water supply well.

10 *[(5) In addition to the start card required under (4) of this rule, the constructor shall*
11 *provide a legible copy of the start card to the Oregon Water Resources Department*
12 *(OWRD) region office within which the water supply well is being constructed, altered,*
13 *converted, or abandoned before commencing the construction, alteration, conversion or*
14 *abandonment of any water supply well, using one of the following options:]*

15 *[(a)](b)* By regular mail no later than three (3) calendar days (72 hours) prior to
16 commencement of work; or

17 *[(b)](c)* By hand delivery, during regular office hours, before **beginning** *[commencing]*
18 the construction, alteration, conversion or abandonment **work on** *[of]* any water supply
19 well or

20 *[(c)](d)* By facsimile transmission (FAX) before **beginning** *[commencing]* the
21 construction, alteration, conversion or abandonment **work on** *[of]* any water supply well.
22 If this method is used, a legible copy of the start card shall also be mailed, or delivered to
23 the appropriate OWRD region office no later than the day work **begins.** *[is commenced.]*

24 *[(d) Start cards submitted electronically under Section (4)(a) of this rule have satisfied*
25 *the notification requirement to the OWRD region office.]*

26 *[(2)]* **(2) The fee required under ORS 537.762(5) for the construction of a new well,**
27 **deepening of an existing well, conversion of a monitoring well, geotechnical hole, or**
28 **other hole shall be submitted to the Department's Salem office with a duplicate copy**
29 **of the start card. A duplicate start card is not required if the start card fee is**
30 **included with a start card submitted electronically under Section (1)(a) of this**
31 **rule.***[Each report required by OAR 690-205-0200 for the construction of a new well,*
32 *deepening of an existing well, conversion of a monitoring well, geotechnical hole, or*
33 *other hole shall be submitted All start cards for new water supply wells, deepening a*
34 *well, or conversion of monitoring wells, geotechnical holes, or other holes shall be*
35 *submitted with a \$125 start card fee. OAR 690-205-0175 shall apply to landowners who*
36 *construct, alter, convert, or abandon a water supply well.]*

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Italicized, strikethrough text in brackets ~~*example*~~ is text proposed for deletion in the Final Proposed Rules

1 [(3) Forms for making these reports and submitting fees shall be furnished by the Water
2 Resources Department.]

3 [(6)](3) If a start card has been filed under section **(1) and (2)** [(4) and (5)] of this rule
4 and additional wells are required on the same or contiguous tax lot and for the same
5 landowner, then start cards for the additional wells shall be filed no later than the day
6 work begins.

7 [(7)](4) The Director or region office may provide an alternative means of notification. If
8 an alternative means of notification is used, the start card shall be mailed or delivered to
9 the region office within one week of beginning work on the water supply well. A Water
10 Supply Well Constructor whose license has been restricted by order shall provide notice
11 as stipulated in the order.

12 [(8)](5) Once received by the Department, the start card shall be confidential for a period
13 of one year after it is received or until the water supply well report required by OAR 690-
14 205-0210 is received, whichever is shorter.

15 [(9)] (6) The start card may be used in an administrative enforcement action at any time,
16 including the period of confidentiality. Once the start card is used for enforcement
17 reasons, it is no longer confidential.

18 **NOTE:** WRD region office fax numbers are listed in Table 205-1. Region boundaries are
19 shown in Figure 205-1.

20 [ED. NOTE: Tables and Figures referenced are available from the agency.]

21 Stat. Auth.: ORS 536.090 & 537.505 - 537.795

22 Stats. Implemented: ORS 536.090 & 537.505 - 537.795

23 Hist.: WRD 3, f. & ef. 2-18-77; WRD 3-1983, f. & ef. 4-28-83; WRD 13-1986, f. 10-7-
24 86, ef. 11-1-86, Renumbered from 690-010-0035; WRD 7-1988, f. & cert. ef. 6-29-88;
25 WRD 7-1989(Temp), f. & cert. ef. 9-29-89; WRD 10-1989, f. & cert. ef. 11-20-89; WRD
26 8-1993, f. 12-14-93, cert. ef. 1-1-94; WRD 7-2001, f. & cert. ef. 11-15-01; WRD 2-2002,
27 f. & cert. ef. 9-6-02; WRD 1-2003, f. & cert. ef. 3-14-03, Renumbered from 690-205-
28 0070; WRD 4-2004, f. & cert. ef. 6-15-04; WRD 2-2006, f. & cert. ef. 6-20-06

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