

## Building Division



Historic Courthouse  
555 Main Street 1st Floor  
Post Office Box 599  
Meeker, CO 81641  
(970) 878-9450

### **Application Packet for Oil or Gas Well Pad Special Use/Building Permit**

This is the application for all oil or gas wells in the County. This permit covers the well pad and all wells on the pad and is good from before the pad is built until the pad is reclaimed. It is also used for new wells to be added to existing pads that were not covered in the original Special Use/Building Permit (SU/BP). This is also the building permit for all structures that are normally on the pad, including Temporary Living Quarters (TLQ) used while drilling and completion of the well(s), and any production structures that may be needed.

#### **Parts of this Packet:**

##### **Main Application**

This is the main component of the Application Packet. A lot of the information required in this application is included in the Application for Permit to Drill (APD) packages that you submit to the COGCC and the BLM. We ask that you submit the complete APD packages for each well, and also the COGCC Form 2A (Location Assessment) along with this application.

##### **Temporary Living Quarters (TLQs) - Appendix 1      Sewage System - Appendix 2**

Use Appendix 1 for Temporary Living Quarters (TLQ), and Appendix 2 for Sewage Systems. We understand that you may not have the information on the TLQ's or the Sewage System (vaults) at the time that you submit the initial application. So you do not have to submit Appendix 1 and 2 with the Main Application, but you must submit them at least fourteen days before you bring the drilling rig on to the pad. When the TLQs are set up on the pad you must notify the Building Division so an inspection can be scheduled.

##### **Production Structures - Appendix 3**

Use Appendix 3 for any structures that are normally on oil & gas well pads. We are also asking for information on the connecting pipelines. The first 2000 feet of connecting pipeline may be covered with the SU/BP. All connecting pipeline over the first 2000 feet and gathering and main pipelines require a Special Use Permit.

##### **Additional Wells - Appendix 4**

Wells added to the pad at a later date are covered with Appendix 4. To drill wells later on the pad only requires Appendix 4 form and Appendix 1 and 2.



Permit Number SU/BP \_\_\_\_\_

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## Application Packet for Oil or Gas Well Pad Special Use/Building Permit

This application serves as an all-in-one form and check-list for a Special Use/Building Permit for an oil and gas well pad (pad), including pad construction, drilling, completion, production, and reclamation phases. Please submit the required information a minimum of 30 days before the anticipated start of well pad construction. No work, including well pad or access road construction may proceed before this permit is completed and approved.

### Company Information

Company Name \_\_\_\_\_

Contact Person \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

Cell \_\_\_\_\_

E-mail \_\_\_\_\_

Planning Division	970-878-9454
Building Division	970-878-9450
Road and Bridge	970-878-9590

### Well Pad Information

Well Pad Name \_\_\_\_\_

Well Pad Location QtrQtr Section \_\_\_\_\_ Township \_\_\_\_\_ Range \_\_\_\_\_

Latitude \_\_\_\_\_ Longitude \_\_\_\_\_

Surface Land Owner \_\_\_\_\_

### Required Pad Specific Information and Documents

Legal description/ proof of ownership/ authority:

If owner is other than applicant, letter of consent conveying authority to act on behalf of the owner and/or a copy of signed contract with owner, if applicable.

If on public lands, documentation giving proof of legal authority to use the site. (Approved APD)

Is this pad within the FEMA mapped 100 year floodplain? Yes  No  (If yes, include on site map.)

Process water source \_\_\_\_\_

## Emergency Information

[ ] Emergency Response Map- showing detailed road access and mileage to the site from public roads including gate information with lock combinations. May use access road map from COGCC APD Application

[ ] Emergency Response Information – Must provide name, address, and phone number, including 24 hour number of at least 2 persons responsible for emergency field operations.

1. Name \_\_\_\_\_ Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

2. Name \_\_\_\_\_ Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

[ ] Sign Plan – at a minimum must be sufficient to direct emergency responders and must identify any special hazards.

## Well Information

Number of wells on this pad that you anticipate permitting at this time. \_\_\_\_\_

Well API # \_\_\_\_\_ Well Name \_\_\_\_\_ Depth \_\_\_\_\_

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Well API # \_\_\_\_\_ Well Name \_\_\_\_\_ Depth \_\_\_\_\_

Are additional future wells planned for this pad? Yes  Number \_\_\_\_\_

No

**\* Additional wells may be added to this initial permit as needed with Appendix 4, Permit Amendment.**

[ ] Copy of the Approved APD for each well (if applied for but not yet issued, send an unapproved copy and a follow-up copy when approval is final)

## Temporary Living Quarters (TLQ)

Is a TLQ to be used at this site? No  Yes  (See Appendix 1)

## Sewage System

Number of portable toilets to be used at this site? \_\_\_\_\_

Is a sewage disposal system to be used at this site? No  Yes  (See Appendix 2)

## Pit Information

Will a closed loop drilling system be used? Yes  No

## Road Access Information (Access permits may be required, depending on site access requirements)

Utilities that enter a road right of way must have a Utilities Installation Permit. Access and Utilities permits, as to County roads, are issued by the Rio Blanco County Road and Bridge Department. The Colorado Department of Transportation (CDOT) issues permits relative to state highways. Please contact RBC Road and Bridge Department at 970-878-9590 or CDOT at 970-248-7021 for more information.

RBC Access Permit -  Not Applicable  Yes

RBC Oversize, Overweight Permit -  Not Applicable  Yes

RBC Utilities Installation Permit -  Not Applicable  Yes

CDOT Access Permit -  Not Applicable  Yes

Which roads will be used to access this site? \_\_\_\_\_

Vanpooling or busing plan  Yes  No

**General Company Documents** These documents are usually not well specific. Once on file with the County, you need not resubmit.

[ ] Stormwater Management Plan or Certificate - if not already submitted with other permit information.

[ ] Reclamation Plan – if not already submitted with other permit information.

[ ] Weed Control Plan – addressing interim and final weed abatement.

**Application Fees**

Base Pad Fee	\$ 500
Well Permit Fee \$ 250 / Well	
Number of wells (____X \$ 250	_____
TLQ (if applicable)	\$400
Septic Permit (if applicable)	\$200
<b>Application Fee Total</b>	_____

**Use Tax**

A use tax packet will be issued by the Sales and Use Tax Administrator to the applicant after approval of this Special Use/Building Permit. Contact Deb Morlan, 970-878-9610 for Use Tax information.

By acceptance of a Rio Blanco County Permit, the Applicant grants to Rio Blanco County, its agents and employees, permission to inspect a site during normal business hours, without notice, to assess compliance with the terms and conditions of the Special Use/Building Permit.

Name of Person completing this application (print)\_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

# Appendix 1

## Temporary Living Quarters (TLQ) Information

Permit Number SU/BP # \_\_\_\_\_

**TLQ Information** - An inspection is required before occupancy.

Maximum number of occupants to use the TLQ \_\_\_\_\_

[ ] Type (s) of Buildings to be used –

Recreational Vehicles (RVs)    Number    New     Used

Modular                                    Number    New     Used

[ ] Water System -source and agreement with hauling company (must be CDPHE approved, supply registration number and copy of the certification)

[ ] Source of water supply

Well

Spring

Community water, name of supplier \_\_\_\_\_

Will food be served from a central kitchen ? Yes  No

### TLQ Requirements

Necessary State permits and inspections

- Colorado Division of Housing approval of buildings as required
- State Electrical Permit for each TLQ Building

Required Emergency Equipment in each TLQ Building

- Smoke Alarms as required.
- Single station carbon monoxide alarm in each housing unit (unless all electric).
- One or more approved extinguishers, Class ABC, in each housing unit as required.

**TLQ Building #1**

OWNER \_\_\_\_\_

Serial # \_\_\_\_\_ ROOF SNOW LOAD \_\_\_\_\_

SQUARE FOOTAGE \_\_\_\_\_ LENGTH \_\_\_\_\_ WIDTH \_\_\_\_\_

SET UP TYPE  SKID MOUNT  ENGINEERED SET UP  OTHER

CDOH REGISTRATION NUMBER \_\_\_\_\_ SMM \_\_\_\_\_

**TLQ Building #2**

OWNER \_\_\_\_\_

Serial # \_\_\_\_\_ ROOF SNOW LOAD \_\_\_\_\_

SQUARE FOOTAGE \_\_\_\_\_ LENGTH \_\_\_\_\_ WIDTH \_\_\_\_\_

SET UP TYPE  SKID MOUNT  ENGINEERED SET UP  OTHER

CDOH REGISTRATION NUMBER \_\_\_\_\_ SMM \_\_\_\_\_

**TLQ Building #3**

OWNER \_\_\_\_\_

Serial # \_\_\_\_\_ ROOF SNOW LOAD \_\_\_\_\_

SQUARE FOOTAGE \_\_\_\_\_ LENGTH \_\_\_\_\_ WIDTH \_\_\_\_\_

SET UP TYPE  SKID MOUNT  ENGINEERED SET UP  OTHER

CDOH REGISTRATION NUMBER \_\_\_\_\_ SMM \_\_\_\_\_

**TLQ Building #4**

OWNER \_\_\_\_\_

Serial # \_\_\_\_\_ ROOF SNOW LOAD \_\_\_\_\_

SQUARE FOOTAGE \_\_\_\_\_ LENGTH \_\_\_\_\_ WIDTH \_\_\_\_\_

SET UP TYPE  SKID MOUNT  ENGINEERED SET UP  OTHER

CDOH REGISTRATION NUMBER \_\_\_\_\_ SMM \_\_\_\_\_

**TLQ Building #5**

OWNER \_\_\_\_\_

Serial # \_\_\_\_\_ ROOF SNOW LOAD \_\_\_\_\_

SQUARE FOOTAGE \_\_\_\_\_ LENGTH \_\_\_\_\_ WIDTH \_\_\_\_\_

SET UP TYPE  SKID MOUNT  ENGINEERED SET UP  OTHER

CDOH REGISTRATION NUMBER \_\_\_\_\_ SMM \_\_\_\_\_

**TLQ Building #6**

OWNER \_\_\_\_\_

Serial # \_\_\_\_\_ ROOF SNOW LOAD \_\_\_\_\_

SQUARE FOOTAGE \_\_\_\_\_ LENGTH \_\_\_\_\_ WIDTH \_\_\_\_\_

SET UP TYPE  SKID MOUNT  ENGINEERED SET UP  OTHER

CDOH REGISTRATION NUMBER \_\_\_\_\_ SMM \_\_\_\_\_



## Appendix 2

### Sewage System Use Permit

Permit Number SU/BP # \_\_\_\_\_

#### Conditions for Use of a Sewage Disposal System on a Well Pad

All components of the sewage/wastewater system shall comply with the Rio Blanco County *Standards for Onsite Wastewater Systems* as well as the *Colorado Guidelines on Individual Sewage Disposal Systems (5 CCR 1003-6)*. All wastewater and septage removed from the site must be removed and hauled by a systems cleaner with a current and valid Rio Blanco County systems cleaner license. Written records (manifests) of all septage removed from the system shall be provided to Rio Blanco County Environmental Health (Environmental Health) on no less than a weekly basis. All wastewater and septage removed from the site must be disposed of at an approved disposal/treatment facility. All wastewater and septage releases/spills shall be reported via telephone (970-878-9450 to Building Division within 24 hours of discovery. All reports/documentation shall be submitted via email at jeff.kummer@rbc.us or via fax at 970-878-5729.

Do you agree to these conditions? Yes  No

Will effluent be discharged to State Waters? Yes  No

Is well pad in known floodplain/ floodway. Yes  No

#### Vaults

Volume Vault 1 \_\_\_\_\_ gallons      Volume Vault 2 \_\_\_\_\_ gallons

Volume Vault 3 \_\_\_\_\_ gallons      Volume Vault 4 \_\_\_\_\_ gallons

Volume Vault 5 \_\_\_\_\_ gallons      Volume Vault 6 \_\_\_\_\_ gallons

Final Disposal Site \_\_\_\_\_ Alternate Disposal Site \_\_\_\_\_

#### Advanced Treatment Systems

Advanced Treatment System(s)      Type/Manufacturer \_\_\_\_\_

Number \_\_\_\_\_ Treating Capacity \_\_\_\_\_

Final Disposal Site \_\_\_\_\_

Alternate Disposal Site \_\_\_\_\_

#### Septic System

[ ] Septic System      If a septic system is planned an engineered design is required. Please contact Building Division at 970-878-9450.

# Appendix 3

## Production Structures

PERMIT SU/BP # \_\_\_\_\_

### Anticipated Production Structures on the Pad

All structures typically on the well pad can be permitted with this one permit application. The well operator will be responsible to insure all structures meet current Rio Blanco County building codes and/or OSHA standards. No certificate of occupancy is required but you must arrange for inspection before structures are put into service. Only health and safety items will be inspected. **THIS INFORMATION WILL BE UPDATED/CORRECTED AT THE TIME OF INSPECTION.** Please list all planned structures below:

**SEPARATOR:**  NO  YES QTY \_\_\_\_\_ SIZE SQ. FT. PER STRUCTURE \_\_\_\_\_  
Valuation per structure \_\_\_\_\_  
Colorado Division of Housing Sticker Y  N  Not required

**METERING**  NO  YES QTY \_\_\_\_\_ SIZE SQ. FT. PER STRUCTURE \_\_\_\_\_  
Valuation per structure \_\_\_\_\_  
Colorado Division of Housing Sticker Y  N  Not Required

**CHROMATOGRAPH**  NO  YES QTY \_\_\_\_\_ SIZE SQ. FT. PER STRUCTURE \_\_\_\_\_  
Valuation per structure \_\_\_\_\_  
Colorado Division of Housing Sticker Y  N  Not Required

**RTU UNIT:**  NO  YES QTY \_\_\_\_\_ SIZE SQ. FT. PER STRUCTURE \_\_\_\_\_  
Valuation per structure \_\_\_\_\_  
Colorado Division of Housing Sticker Y  N  Not Required

**TANKS** (Directly on Grade)  NO  YES QTY \_\_\_\_\_ VOLUME OF EACH \_\_\_\_\_ BBL  
Valuation per structure \_\_\_\_\_

**TANKS** (Elevated)  NO  YES QTY \_\_\_\_\_ VOLUME OF EACH \_\_\_\_\_ BBL  
Valuation per structure \_\_\_\_\_

STAIRWAYS  NO  YES

QTY\_\_\_\_\_ MAXIUM HT.\_\_\_\_\_

**ADDITIONAL STRUCTURE**

Description\_\_\_\_\_

QTY\_\_\_\_\_ SIZE SQ. FT. \_\_\_\_\_

Valuation\_\_\_\_\_

Colorado Division of Housing Sticker Y N

**ADDITIONAL STRUCTURE**

Description\_\_\_\_\_

QTY\_\_\_\_\_ SIZE SQ. FT. \_\_\_\_\_

Valuation\_\_\_\_\_

Colorado Division of Housing Sticker Y N

**Connecting Pipeline(s)**

Pipelines connecting this pad to a gathering pipeline can be permitted as a part of this application. Gathering and main pipelines require a separate **Pipeline Special Use/Building Permit.**

Connecting Pipelines (up to 2000 ft included)

Connecting pipeline not include in this permit application

[ ] Paper copy and digital copy map of the pipeline(s).

Use\_\_\_\_\_ Size\_\_\_\_\_ Material\_\_\_\_\_ Length\_\_\_\_\_

Use\_\_\_\_\_ Size\_\_\_\_\_ Material\_\_\_\_\_ Length\_\_\_\_\_

Use\_\_\_\_\_ Size\_\_\_\_\_ Material\_\_\_\_\_ Length\_\_\_\_\_

# Appendix 4

## Oil & Gas Permit Amendment - Additional Wells

Amendment to SU/BP # \_\_\_\_\_

### Well Information

Well API # \_\_\_\_\_ Well Name \_\_\_\_\_ Depth \_\_\_\_\_

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Well API # \_\_\_\_\_ Well Name \_\_\_\_\_ Depth \_\_\_\_\_

[ ] Copy of the Approved APD for each well (if applied for but not yet issued, send an unapproved copy and a follow-up copy when approval is final)

### Application Fee

Well Permit Fee (each additional well) = \$ 250

Number of wells on this Application \_\_\_\_\_ X \$ 250 \_\_\_\_\_

TLQ (if applicable) \$400

Septic Permit (if applicable) \$223

**Application Fee Total** \_\_\_\_\_