

KANAWHA COUNTY COMMISSION

**407 Virginia Street East
Charleston, West Virginia 25301
Telephone (304) 357-0570
FAX (304) 357-0572**

WELL WORK PERMIT APPLICATION

Floodplain Management Program

FEES:	
Flat Rate	\$100.00
Floodplain	\$300.00
NON-REFUNDABLE	

FOR OFFICE USE	
District	_____
Map #	_____ Parcel # _____
Firm Map #	_____
Permit #	_____

Date of Application: _____

Application Information

Company Name: _____ License Number: _____
Mailing Address: _____ City: _____ State _____
Zip: _____ Phone: _____

Contractor Information & License Number

Company Name: _____ License Number: _____
Mailing Address: _____ City: _____ State _____
Zip: _____ Phone: _____

24hr Contact Person (must list two)

Name _____ Position _____
Cell Phone Number _____ Alternate Number _____
Name _____ Position _____
Cell Phone Number _____ Alternate Number _____

Surface Owner

Name _____ Mailing Address: _____

Mineral Owner

Name _____ Mailing Address: _____

- Any stream/culvert crossing or alteration? _____
- Are you crossing any known floodplains? _____
- Obtained a Lease to extract from the property? _____
- Has surface owner been notified? _____
- Applied for well work permit from DEP? _____

Copy of DEP permit with site plan from entrance of main road to the well head must be attached to this application.

CERTIFICATE:

I hereby certify all information requested above has been provided to the best of my knowledge.

I hereby grant the Kanawha County Planning and Development Office permission or their designated representative's access to the property to inspect for compliance of Kanawha County Flood Plain Ordinance.

Signature _____ Date _____

IMPORTANT FACTORS FOR GAS & OIL WELL PERMITTING

Stream crossing and alterations such as culverts or putting stone in the creek to transport equipment back and forth.

Make sure the culverts are sized to maintain carrying capacity of stream in a flood event and to ensure no adverse impact to adjoining property's or roads.

Is the culvert temporary or permanent?

If permanent it needs to have proper wing walls or rip rapping to prevent erosion or becoming dislocated.

Copy of DEP permit with site plan required from the point they leave the main road to the well head.

Well head protection to prevent sheering in case hit with debris during a flood event.

Will the well head cause a damming issue when debris is caught on it?

Storage tanks must be properly anchored or elevated out of the flood plain.

Check to see if there is an alternative site other than drilling in the floodplain.

Catch ponds are a big issue in flood plains they need to be at least 2 feet above the BFE to the top of containments with erosion control to prevent contaminants from escaping in a flood event.

Catch ponds should never be permitted in the floodway.

No increase in water velocity allowed.

The pond must not divert water on adjacent properties or cause an increase in the BFE.

Contractor should give an estimated time line on how long the equipment and/or pond will be in the flood plain.

Need to have a plan with the drilling company to get their equipment out of the floodplain when flooding is expected. The plan must include a contact person's name and phone numbers with an alternate back up person.