

ARIZONA DEPARTMENT OF WATER RESOURCES

Electronic Notice of Intent (eNOI) Guide

DRILLER'S GUIDE
2005



Table of Contents

1. Introduction	3
1.1 Purpose	3
1.2 Structure of Document.....	3
1.3 System Requirements	3
2. Operational Overview	4
2.1 Introduction	4
2.2 Driller Requirements	4
2.3 How to Submit an Electronic Notice of Intent (eNOI)	4
2.3.1 Logging on to the eNOI Application	5
2.3.2 Registrar of Contractor Information	6
2.3.3 Well Owner Information.....	7
Well Location Information	8
2.3.4 Notice of Intent Type Information.....	9
<u>2.3.4.1</u> NOI Category 1 – Drill a (Water Production) Well.....	10
<u>2.3.4.2</u> NOI Type 2 – Drill a Monitor/Piezometer/Environmental Well	19
<u>2.3.4.3</u> NOI Type 3 – Drill or Drill and Abandon an Exploration/Specialty Well	26
2.3.5 Notice of Intent Termination Page.....	28
2.3.6 Well Location in or near a Contamination Site	30
2.3.7 Final Acknowledgement.....	31
2.3.8 Payments.....	33
<u>2.3.8.1</u> Billing Information	33
<u>2.3.8.2</u> Payment Method (Credit Card Only).....	34
<u>2.3.8.3</u> Order Information.....	35
2.3.9 Print Process for Drillers	37
2.3.10 Order Confirmation Email to Driller	39

1. Introduction

1.1 Purpose

The Arizona Department of Water Resources (ADWR) has developed and designed the eNOI application to help facilitate and accept electronic processing of the following Notice of Intent (NOI) drilling applications over the Internet:

- new exempt water production wells inside an Active Management Area (AMA) and outside of any contamination area,
- all new water production wells outside an AMA, and outside any contamination area,
- new Monitor/Piezometer/Environmental wells, and
- new Mineral Exploration/Geotechnical wells

All other types of NOIs must be submitted to ADWR via the normal, manual process.

1.2 Structure of Document

This document is organized into two major sections:

- Introduction
- Operational Overview

1.3 System Requirements

Required Software:

- Internet Explorer 5.5 or higher
- Adobe Acrobat Reader

2. Operational Overview

2.1 Introduction

This document outlines the detailed steps necessary to submit an NOI application and print out the required drill cards/packets over the Internet. For additional support you may contact the Notice of Intent (NOI) Unit at 602-771-8500.

2.2 Driller Requirements

To begin using the eNOI application a valid password must be obtained from the ADWR's NOI Unit. To apply for or to change a password, you must submit the **eNOI Password Request** form (DWR 55-75) to ADWR. This form is available through the ADWR website <http://www.azwater.gov/dwr> by clicking on "Permits, Forms, and Applications" and looking under the header entitled **Well Permitting/Notice of Intent (NOI)**, or the form can be sent to you upon telephone or written request.




2.3 How to Submit an Electronic Notice of Intent (eNOI)

To begin processing an electronic NOI from ADWR's website at <http://www.azwater.gov/dwr>, click on the eNOI menu item in the left-hand portion of the page. The **Online Filing Center** main page, illustrated

Arizona Department of Water Resources

Online Filing Center for Notices of Intention to Drill Wells

LINKS TO:

- [Well Drilling and Abandonment Statutes](#)
- [Substantive Policy Statements on well drilling and well abandonment](#)
- [The ADWR Well Abandonment Handbook](#) - 
- [Related well drilling and well abandonment definitions](#)
- [Link to the Arizona Department of Environmental Quality website](#)
- [Map of WQARF, CERCLA and DOD water quality contamination sites in Arizona](#) - 
- [Special Well Construction and Well Abandonment Standards for areas of groundwater contamination](#) - 
- [Download Notice of Intention \(NOI\) to Drill or Abandon forms](#)
- [eNOI Driller's Guide](#)


Background:

This site has been established to facilitate the online filing of Notices of Intention to Drill Wells that are required by [A.R.S. § 45-596](#) and [A.A.C. R12-15-810](#). The use of this site is restricted to licensed [well drilling contractors](#) holding a current well drilling license issued under the authority of [A.R.S. § 45-595\(B\)](#) and [A.A.C. R12-15-803](#) by the Arizona Department of Water Resources (ADWR).

This site may be used to obtain online authorization to drill an [exempt](#) water production well that is located within an [Active Management Area \(AMA\)](#) or to drill any type of water production well in an area located outside an AMA. This website may also be used to obtain authorization to drill a [monitor](#), [piezometer](#), [environmental](#) or [exploration](#) well at any location within the state. Well drillers and wells owners are advised that wells that are drilled without official authorization are "illegal" wells, and compliance actions may be taken against well drillers and well owners who drill such wells.

The following authorizations to drill or abandon wells are not available through an online process at this time:

1. Authorization to drill new [non-exempt](#) water production wells within AMAs. This authorization must be obtained by filing an application for a well permit as required by [A.R.S. § 45-599](#) or a [groundwater withdrawal permit](#).
2. Authorization to modify, deepen, replace or abandon a well. These authorizations must be obtained by filing a paper [NOI form](#).
3. Authorization to replace a [non-exempt well in approximately the same location in an AMA](#), as authorized under [A.R.S. § 45-597](#) and [A.A.C. R12-15-840](#). This authorization must be obtained by filing a paper [NOI form](#).
4. Authorization to drill new water production wells in or near the boundaries of a contamination site. This authorization must be obtained by filing a paper NOI form.
5. Authorization to drill a Cathodic Protection, Grounding, or Heat Pump well. These authorizations must be obtained by filing a paper NOI form.
6. Authorization to drill a Monitor, Piezometer, or Environment well, which is located within an area of known groundwater contamination and the screened or perforated interval is greater than 100 feet. These authorizations must be obtained by filing a paper NOI form.

In addition to obtaining a well drilling authorization, this site provides general drilling and abandonment information and presents [special well construction requirements](#) -  that apply to all wells that will be drilled within areas of known groundwater contamination. Such areas may include, but are not limited to State of Arizona [Water Quality Assurance Revolving Fund \(WQARF\)](#) sites and federal [CERCLA \(Superfund\)](#) or [DOD](#) sites. This website also presents [substantive policy statements](#) that provide general authorization for some types of well drilling and well

above, will be displayed.


The **Online Filing Center** page displays background information pertaining to the drilling of a well, and commonly used terminology and definitions as outlined in the Arizona Revised Statutes and/or the Arizona Administrative Code.

To log into the eNOI application scroll to the bottom of the **Online Filing Center** page and click on the **Logon To NOI Application** button as illustrated in Figure 1.

Well driller report and well log: means a report that must be filed by the well driller within 30 days of the completion of a well that describes the "as built" well construction information and provides a well log of the well. The well driller report and well log are required by **A.R.S. § 45-600**.

Well drilling contractor: "means an individual, public or private corporation, partnership, firm, association, or any other public or private organization or enterprise that holds a well driller's license pursuant to A.R.S. § 45-595(B)". **A.A.C. R12-15-801(30)**.

Well spacing and well impact rules: means rules that govern the location of new wells and replacement wells in new locations in active management areas to prevent unreasonably increasing damage to surrounding land or other water users from the concentration of wells. Well spacing and well impact rules are authorized pursuant to **A.R.S. § 45-598(A)** and are set forth in **A.A.C. R12-15 830**.

 - Adobe Acrobat Reader is required to read these files. Download the plug-in [here](#) if necessary.




Figure 1

2.3.1 Logging on to the eNOI Application

After clicking on the **Logon To NOI Application** button in the main **Online Filing Center** page, the following screen will be displayed:


NOI Logon screen


Fill in the form and click the "LOGON" button.


Site: **www.water.az.gov**

ADWR Driller Lic. Number:

ADWR assigned Password:

[A.R.S. § 45-454\(C\) \(a.k.a. Senate Bill 1190\) - Drilling Restriction on Exempt Wells within Active Management Areas](#) 

[Updated eNOI Driller's Guide](#) 

To obtain an assigned password, complete an [eNOI Password Request form](#)  and mail it to the address listed on the form. ADWR will assign a password and issue it to you by mail. If you have lost or forgotten your assigned password, contact ADWR at (602) 771-8500.

Please make sure that your browser has cookies enabled. The NOI application requires these enabled to work correctly.

Please ALSO make sure that your browser does NOT have a popup blocker (or please disable it). This will interfere with the packet printing process. You may enable it after printing.

Click [HERE](#) to return to the ADWR Home Page.

Figure 2

Enter your ADWR driller license number and eNOI password, which are both issued by ADWR, and click on the **LOGON** button.

2.3.2 Registrar of Contractor Information

Upon successful login, enter your Registrar of Contractor's (ROC) license number and the corresponding ROC category of the qualifying party.

The **Driller Certification** checkbox must be checked before proceeding to the next web page. If there is an attempt to go to the next page without checking the certification, a message box appears requesting that the certification box be checked in order to continue.

Registrar of Contractor License Information

(Note: If you have multiple ROC license numbers or ROC license category numbers, separate each with a comma. E.g. C-53, A-4)

*** Required Fields**

My current ROC License Number(s):*	<input type="text"/>
Roc Category of Qualifying Party (e.g., C-53, A-4):*	<input type="text"/>
Driller Certification:*	<input type="checkbox"/> By checking this box, I certify that I have all necessary Registrar of Contractor (ROC) licenses in all necessary license categories for this drilling or abandonment project and that those licenses are current.

Figure 3

Once all of the required ROC information has been provided, the following page will be displayed (Figure 4) which shows the current information that ADWR has on record for the drilling contractor.

Drilling Contractor Information

If any of the information below is incorrect, contact the NOI Section at (602)417-2470. Otherwise click Continue.

Lic Num: 725	A TEST DRILLING FIRM	Phone:
123 E. SOMEWHERE ST.		Email: atest@adwr.state.az.us
PHOENIX, AZ 85004		ROC License: 345
		ROC Category: A-4, C-53

Figure 4

The drilling contractor information may not be changed within the eNOI application. If any information is incorrect, please contact the NOI Unit, otherwise click on the **Continue** button.

2.3.3 Well Owner Information

Indicate whether the well owner is an individual or company (or other type of business) by selecting the appropriate value in the **Owner Type** field.

Once the well owner information has been completed, perform one of the following steps:

- If the landowner is different from the well owner, provide the name and address of the landowner.
Note: if the landowner is different from the well owner, check the certification checkbox at the bottom of the page before continuing to the next page. The **Continue** button becomes available for selection once you begin to enter the landowner information.
- Or, alternatively, check the **Same Owner?** checkbox. When this checkbox is checked, it is not necessary to enter values into the landowner fields – the eNOI application will automatically copy the well owner information to the landowner information.

Driller Information

ADWR License Number: 999 test

123 main st. Phone:

Email: atest@test.gov

ROC License: 123

ROC Category: c-53

Enter Well Owner Information

* Required Fields

Owner Type: * Individual

Company or Other Name: * N/A or

First Name: * John Last Name: * Smith

Address: * 1234 Somewhere St

City: * Tempe State: * Arizona Zip: * 85004

Country Code: Area Code: * 602 Phone #: * 654-6548 Ext:

Type of Land: * PRIVATE OR COMPANY

Enter Land Owner Information

Same Owner? Land Owner is the same as the Well Owner? Checked = Yes. Skip to the "Continue" Button.

Owner Type: Company or Other Name

Company or Other Name: * The Land Company, Inc. or

First Name: * N/A Last Name: * N/A

Address: * 3993 W. Camelback

City: * Phoenix State: * Arizona Zip: * 85004

Country Code: Area Code: * 602 Phone #: * 987-9654 Ext:

If the landowner and the well owner are not the same, by checking this box, I certify that I have obtained written approval from the landowner in order to conduct this drilling or abandonment project. A copy of the written approval shall be submitted to ADWR with the Well Driller Report and Well Log or Well Abandonment Completion Report within 30 days of completion of drilling or abandonment.

Back Continue

Figure 5

Well Location Information

Enter the location of the well. For most types of wells, a valid well location down to the 10-acre quarter section level must be supplied before continuing to the next page. The only exception to this requirement is for **mineral exploration** or **geotechnical** wells. For these two well types, there is an option of only providing a location value down to the section level. If the 160, 40 and 10-acre quarter section level values are not provided for these well types, the checkbox must be checked at the bottom of the page in order to proceed. Click on the **Continue** button to proceed.

The screenshot shows a web form titled "Enter location of well to be drilled or abandoned". At the top left, there is a red asterisk and the text "* Required Fields". The form is organized into a grid with four columns: Township, Range, Section, and Quarter. Each row corresponds to one of these categories. The Township row includes a dropdown menu with "01" selected, a checkbox for "1/2 Township", radio buttons for "North" and "South" (with "South" selected), and a "Quarter(160 acre)" section with radio buttons for "NE", "NW", "SE", and "SW" (with "NE" selected). The Range row includes a dropdown menu with "01" selected, a checkbox for "1/2 Range", radio buttons for "East" and "West" (with "West" selected), and a "Quarter(40 acre)" section with radio buttons for "NE", "NW", "SE", and "SW" (with "NE" selected). The Section row includes a dropdown menu with "01" selected and a "Quarter(10 acre)" section with radio buttons for "NE", "NW", "SE", and "SW" (with "NE" selected). Below the grid is a checkbox with the text "Check this box if this is an NOI for a mineralogical or geotechnical well. 160, 40, 10 acre descriptions are not required for these wells." At the bottom of the form are two buttons: "Back" and "Continue".

Figure 6

The next page displayed is the Legal Description page. It converts the location into a legal description format. To correct any of the location information displayed, you must use the **Back** button at the bottom of the page. If an invalid location is entered, you will be directed back to the data entry page to correct the location information, otherwise, click on the **Continue** button. If the location being provided is correct but you continue to get an error message, contact the NOI Unit.

The screenshot shows a web page titled "Legal Description". At the top, there is a blue header bar containing the text "NE 1/4 of the NE 1/4 of the NE 1/4 Section 01 Township 01.0 South Range 01.0 West". Below the header bar is a large white area with the text "Figure 5" centered. At the bottom of the page are two buttons: "Back" and "Continue".

Figure 7

2.3.4 Notice of Intent Type Information

Indicate which type of eNOI you will be processing by clicking on one of the buttons displayed below.

The electronic NOI application only accepts NOI applications for new wells (i.e., NOI applications for drilling a new well or drilling and immediately abandoning an Exploration/Specialty well).

Notice of Intent Information

Select the type of NOI.

* Required Fields

NOI Category 1 - Notice of Intent to Drill a well	* <input type="radio"/> Drill	Use this notice to obtain authorization to drill an Exempt well within an AMA or to drill any type of water production well, including a domestic well, outside an AMA.
NOI Category 2 - Notice of Intent to Drill a Monitor/Piezometer/Environmental well	* <input type="radio"/> Drill	Use this notice to obtain authorization to drill a Monitor/Piezometer/Environmental well at any location in Arizona.
NOI Category 3 - Notice of Intent to Drill or Drill and Abandon an Exploration/Specialty well	* <input type="radio"/> Drill <input type="radio"/> Drill and Abandon	Use this notice to obtain authorization to drill, or drill and abandon an exploration well at any location in Arizona.

Back Continue

Figure 8

Once the appropriate NOI type is selected click on the **Continue** button to proceed to the next page.

2.3.4.1 NOI Category 1 – Drill a (Water Production) Well

If the NOI Category 1 option is selected (e.g., to drill a new exempt well inside of an Active Management Area (AMA) or to drill any water production well, including a domestic well, outside of an AMA), a primary water use code and a county assessor's parcel number in book/map/parcel format must be selected before proceeding to the next page.

You may also, optionally, select one or more secondary water uses. To select multiple secondary water uses, hold down the <Ctrl> key and click on the appropriate water use(s) in the display box. If a secondary water use is selected that inadvertently matches the value of the primary water use, an error message will be displayed when the **Continue** button is clicked, and the secondary water use selection(s) must be corrected before continuing to the next page.

NOI Category 1 - Notice of Intent to Drill a well

* Required Fields

Is this NOI an application to replace, deepen, or modify an existing well?

Yes/No * No

Select the Primary and Secondary Water Usage Code s.

Primary Water Use Code * DOMESTIC

Secondary Water Use Code

IRRIGATION
UTILITY (WATER CO)
COMMERCIAL
DOMESTIC
MUNICIPAL
INDUSTRIAL

To select multiple water codes use the CTRL key.

Enter County Assessor's Parcel Number in Book, Map and Parcel format.

Book * 123

Map * 44

Parcel * 1234

* By checking this box, I certify that this NOI application is not an application to replace, deepen, or modify an existing well.

Back Continue Reset

Figure 9

To reset any water use code(s), click on the **Reset** button. All water use codes that had been entered in this page will be reset to the default settings, and may be selected again.

When all of the necessary information has been entered, click on the **Continue** button to proceed to the next page.

Variations and Design Pumping Capacity:

NOI Category 1 - Notice of Intent to Drill a well
Use this notice to obtain authorization to drill an exempt well within an AMA or to drill any type of water production well, including a domestic well, outside an AMA.
*** Required Fields**
Is a variance requested? * Yes No
Design Pumping capacity: * <= 35 GPM > 35 GPM
Is the water to be used solely for domestic purposes? Yes No
 By checking this box, I certify that the proposed well's water use meets the criteria of domestic purposes as outlined in the A.R.S. §45-454 and that the water will be used solely for domestic purposes.

Figure 10

If a “Yes” response is given to the question: “**Is a variance requested**”, the NOI must be processed via the manual NOI process, and you will be directed to the **NOI Termination** page. A brief message will then be displayed explaining the reason for the web NOI termination (See section 2.3.6 for additional information).

If the well location specified is inside an AMA (as determined by the eNOI application) and it has been specified that the design pumping capacity is greater than (>) 35 gallons per minute (GPM) then the NOI must be process via the manual NOI process, and you will be directed to the **NOI Termination** page.

The question: “**Is the water to be used solely for domestic purposes?**” is strictly used for fee determination purposes and is enabled if the design pumping capacity is less than or equal to (<=) 35 GPM

If a “Yes” response is given to “solely for domestic purposes” and the well location is outside an AMA/INA (as determined by the eNOI application), and the current year is between:

- 7/1/2003 and 6/30/2004, then the fee is set at \$50.
- 7/1/2004 and 6/30/2005, then the fee is set at \$75
- 7/1/2005 and beyond, then the fee is set at \$100.
- All other well types will have a fee of \$150

The “solely for domestic purposes” certification checkbox is only enabled when a “Yes” is specified to the question: “**Is the water to be used solely for domestic purposes?**”. When this checkbox is enabled, you must check the certification checkbox before continuing to the next page.

2.3.4.1.1 Exempt Wells Inside of an AMA

The **Exempt Well Certification** page is displayed when the design pumping capacity is less than or equal to (< =) 35 GPM and the well location is inside of an AMA (as determined by the eNOI application).

You must check the checkbox in order to proceed to the next page.

 By checking this box, I certify that the proposed well meets the criteria of an exempt well as outlined in the A.R.S §45-454.' At the bottom center of the form is a 'Continue' button."/>

NOI Category 1 - Notice of Intent to Drill a well

Use this notice to obtain authorization to drill an exempt well within an AMA or to drill any type of water production well, including a domestic well, outside an AMA

* Required Fields

Exempt Well Certification:

* By checking this box, I certify that the proposed well meets the criteria of an exempt well as outlined in the A.R.S §45-454.

Continue

Figure 11

If the **Continue** button is clicked without checking the checkbox, an error message stating, “**You must certify**” is displayed as illustrated below in Figure 12:

 By checking this box, I certify that the proposed well meets the criteria of an exempt well as outlined in the A.R.S §45-454.' Below the checkbox text is a red error message: '* * * You must certify * * *'. At the bottom center of the form is a 'Continue' button."/>

NOI Category 1 - Notice of Intent to Drill a well

Use this notice to obtain authorization to drill an exempt well within an AMA or to drill any type of water production well, including a domestic well, outside an AMA

* Required Fields

Exempt Well Certification:

* By checking this box, I certify that the proposed well meets the criteria of an exempt well as outlined in the A.R.S §45-454.

* * * You must certify * * *

Continue

Figure 12

Second Exempt Well for the Same Non-Irrigation Use at the Same Location:

In this page, if the **Continue** button is clicked and you have indicated that the application is for a second exempt well for the same non-irrigation use at the same location, you will be directed to the **NOI Termination** screen, and the NOI must be completed via the manual paper process.

If an attempt is made to proceed without selecting either “Yes” or “No”, an error message is displayed and you may not proceed to the next web page until a Yes or No value is selected.

Proximity to a Designated Provider’s Operating Water Distribution System:

Effective 01/01/2006, landowners must verify that no portion of the land on which the exempt well is to be drilled is within 100 feet of the operating water distribution system of a municipal provider with an assured water supply designation as shown on the municipal provider’s most recent digitized service area map filed by the municipal provider with the director of ADWR. Additional information regarding [A.R.S. § 45-454\(C\)](#) (a.k.a SB1190) can be found on ADWR’s website.

NOI Category 1 - Notice of Intent to Drill a well

Use this notice to obtain authorization to drill an exempt well within an AMA or to drill any type of water production well, including a domestic well, outside an AMA

*** Required Fields**

*** Is this application for an exempt well which will be used to serve the same non-irrigation use at the same location (same parcel) as another exempt well?**

Yes (Yes, the document to be signed by well owner; [45-454.I Supplement to 55-44](#))

No

Proximity to a Designated Provider's Operating Water Distribution System:

*** Is any portion of the land on which the well is to be located within 100 feet of the operating water distribution system of a municipal provider with an [assured water supply designation](#) as shown on the municipal provider's most recent digitized service area map filed by the municipal provider with the director of ADWR?**

Yes

No

Unknown

*** By checking this box, I certify, on behalf of the landowner, that no portion of the land on which the well is to be drilled is within 100 feet of the operating water distribution system of a municipal provider with an assured water supply designation as shown on the municipal provider's most recent digitized service area map filed by the municipal provider with the director of ADWR.**

*** It is understood that the location of the water distribution system may change between now and the time of drilling. Prior to drilling the well, it is the responsibility of the landowner to review the most up-to-date digitized service area maps of all nearby municipal providers on file with ADWR, to verify whether any portion of the land on which the well will be drilled is within 100 feet of the operating water distribution system of a municipal provider with a designation of assured water supply. If any portion of the land is within 100 feet of the operating water distribution system of a designated water provider, as shown on the designated water provider's most recent digitized service area map on file with ADWR, the drilling of the well is prohibited unless one of the exemptions in A.R.S. § 45-454(D) or A.R.S. § 45-454(F) is requested and granted.**

Figure 13

You must select either Yes, No, or Unknown for the “**Proximity to a Designated Provider’s Operating Water Distribution System**” question before continuing to the next page.

If the **Continue** button is clicked and you have indicated that:

- a) the land on which the exempt well is to be drilled falls within 100 feet of the operating water distribution system of a municipal provider with an assured water supply designation as shown on the municipal provider's most recent digitized service area map filed by the

municipal provider with the director of ADWR, you will be directed to the **NOI Termination** screen, and the NOI must be completed via the manual paper process;

OR

- b) it is unknown whether the land on which the exempt well is to be drilled falls within 100 feet of the operating water distribution system of a municipal provider with an assured water supply designation as shown on the municipal provider's most recent digitized service area map filed by the municipal provider with the director of ADWR, you will be directed to the **NOI Termination** screen, and the NOI must be completed via the manual paper process.

OR

- c) the land on which the exempt well is to be drilled does NOT fall within 100 feet of the operating water distribution system of a municipal provider with an assured water supply designation as shown on the municipal provider's most recent digitized service area map filed by the municipal provider with the director of ADWR, you will be required to check both certification checkboxes at the bottom of the page before continuing.

Proposed (Domestic) Water Use:

If domestic water use is selected as either the primary or secondary water use code (see Figure 9), then the **Proposed Water Use** page will be displayed, as illustrated below, and you must indicate whether the proposed well will be used for domestic purposes on a parcel of land less than or equal to 5 acres. If “Yes” is selected then a county health authority review is required prior to submitting the NOI.

Note: If domestic water use is not specified as either the primary or secondary water use code, this page will not be displayed, and you will proceed directly to the **100 Foot Setback** page (see Figure 16).

A “Yes” or “No” must be selected before proceeding to the next page. If the **Continue** button is clicked without specifying a value, an error message is displayed and you will remain in this page until a value is provided.

NOI Category 1 - Notice of Intent to Drill a well

Use this notice to obtain authorization to drill an exempt well within an AMA or to drill any type of water production well, including a domestic well, outside an AMA

* Required Fields

Proposed Water Use:

* Domestic purposes on a parcel of land <= 5 acres?

Yes

No

Continue

Figure 14

County Health Authority Review

If the proposed water use (either primary or secondary use) is for domestic purposes on a parcel of land that is less than or equal to 5 acres, then you should have already provided the necessary NOI information to the appropriate county health authority for review.

The county health authority will indicate one of three possible decisions regarding the NOI review:

- They may indicate that they have approved the NOI. Upon approval, they will assign an approval code to the NOI before returning the NOI to you for processing via ADWR's eNOI application;
- They may indicate that they have not approved the NOI. These NOIs may not be completed via the eNOI application, and the NOI must be manually submitted using the paper forms as in the past; or,
- They may indicate that they did not have enough information to make a determination. These NOIs may not be completed via the eNOI application, and the NOI must be manually submitted using the paper forms as in the past.

If county health authority approval is obtained you must:

- Enter a valid approval code into the **County Approval Code** field. If an invalid county approval code is entered an error message will be displayed, and the code must be corrected before continuing.
- Indicate from which county the approval code was obtained.
- Check both of the certification checkboxes before continuing.

NOI Category 1 - Notice of Intent to Drill a well

Use this notice to obtain authorization to drill an exempt well within an AMA or to drill any type of water production well, including a domestic well, outside an AMA.

*** Required Fields**

Indicate whether written approval was obtained from the applicable county or local health authority to drill the proposed well:

- * County or local health authority approval and endorsement of well site plan, showing proposed well location, obtained.
- * County or local health authority approval and endorsement of well site plan, showing proposed well location, not obtained.
- * County or local health authority determined that there was insufficient information to make determination.

For additional information refer to the following:

[100 foot separation between well and septic Supplement to DWR from 55-40 45-596\(F\) & \(G\) and AAC R12-15-818](#)

County Approval Code: *

County where approval was obtained: *

* By checking this box, I certify that I have received county health authority approval for the proposed well location associated with this NOI application within the past year.

* By checking this box, I certify that I shall submit the well site plan, showing written approval and endorsement by the county or the local health authority, to ADWR with the Well Driller Report/Log within 30 days of completion of drilling.

Figure 15

Once all of the required information has been provided, click on the **Continue** button in order to proceed to the next page.

100 Foot Setback Requirement:

In the **100-Foot Setback Requirement** page, one of the certification checkboxes must be checked, but not both.

The first certification indicates that you personally verify that the setback requirements have been met. The second certification indicates that you have obtained written certification from the landowner that the setback requirements have been met.

If an attempt is made to click on the **Continue** button before checking one of the certification boxes, an error message will be displayed, and you may not proceed to the next page until one of the boxes has been checked.

NOI Category 1 - Notice of Intent to Drill a well

Use this notice to obtain authorization to drill an exempt well within an AMA or to drill any type of water production well, including a domestic well, outside an AMA

* Required Fields

100 Foot Setback Requirement:

* By checking this box, I certify that the proposed well site is not within 100 feet of any septic tank system, sewage disposal area, landfill, hazardous waste facility, storage area of hazardous materials or petroleum storage areas and tanks.

* By checking this box, I certify that I have obtained written certification from the land owner stating that the proposed well site is not within 100 feet of any septic tank system, sewage disposal area, landfill, hazardous waste facility, storage area of hazardous materials or petroleum storage areas and tanks. A copy of the land owner's written certification shall be submitted to ADWR with the Well Driller Report and Well Log or Well Abandonment Completion Report within 30 days of completion of drilling or abandonment.

Continue

Figure 16

2.3.4.1.2 Exempt and Non-Exempt Wells Outside of an AMA

If the well location is outside an AMA and you have indicated that you will be drilling a new exempt or non-exempt (water production) well (i.e., you indicated either less than or equal to 35 GPM or greater than 35 GPM earlier in the process), then you must indicate the required information as follows:

Proposed (Domestic) Water Use:

The water use requirements for water production wells outside of an AMA are identical to those outlined in the following section: 2.3.5.1.1 **Exempt Wells Inside of an AMA.**

County Health Authority Review

The county health authority requirements for water production wells outside of an AMA are identical to those outlined in the following section: 2.3.5.1.1 **Exempt Wells Inside of an AMA.**

100-Foot Setback Requirement:

The 100-Foot Setback requirements for water production wells outside of an AMA are identical to those outlined in the following section: 2.3.5.1.1 **Exempt Wells Inside of an AMA.**

2.3.4.2 NOI Type 2 – Drill a Monitor/Piezometer/Environmental Well

When drilling a Monitor, Piezometer, or Environmental well, a “Yes” or “No” value must be selected for the “**Is this NOI an application to replace, deepen, or modify an existing well?**” question before proceeding to the next page. If the **Continue** button is clicked without specifying a value, an error message is displayed and you will remain in this page until a value is provided.

Next, select a primary water use code from the dropdown list. A county assessor’s parcel number in Book/Map/Parcel format may also be entered.

NOI Category 2 - Notice of Intent to Drill a Monitor/Piezometer/Environmental well

* Required Fields

Is this NOI an application to replace, deepen, or modify an existing well?

Yes/No * No

Select the Water Usage Code .

Primary Water Use Code * REMEDIATION

Enter County Assessor's Parcel Number in Book, Map and Parcel format.

Book 123

Map 44

Parcel 1234

* By checking this box, I certify that this NOI application is not an application to replace, deepen, or modify an existing well.

Back Continue Reset

Figure 17

Click on the **Continue** button to proceed to the next page.

Indicate which type of well you will be drilling by selecting a value from the drop-down list.

NOI Category 2 - Notice of Intent to Drill a Monitor/Piezometer/Environmental well

Use this notice to obtain authorization to drill a Monitor, Piezometer, Environmental Well at any location in Arizona.

*** Required Fields**

Please select the type of well from the dropdown list.

Well Type: *

Note: If the well to be drilled is located within an area of known groundwater contamination, and the screened or perforated interval is greater than 100 feet, then this application may not be processed via ADWR's NOI website application.

Will you be installing a dedicated pump?
Yes / No: *

Will you be installing a pump with a pumping capacity of greater than 35 GPM, or the well will be used to withdraw greater than 10 Acre Feet/Yr?
Yes / No: *

I request the following variances:

Select Variance(s) **Thermoplastic Casing Surface Seal Variance in upper 20' of well.**

This variance option is appropriate under the following condition:
The well must be constructed in a vault.

100' Setback Variance for Environmental Wells – Well may be located within 100 feet of any septic tank system, sewage disposal area, landfill, hazardous waste facility, storage area of hazardous materials or petroleum storage areas and tanks.

This variance option is appropriate under the following condition:
Wells cannot be used for any water production purposes except to provide water samples.

Shortened Surface Seal Variance – Surface seal casing may be less than 20 feet, but not be less than 5 feet.

This variance option is appropriate under the following conditions:
Shallow groundwater conditions exist;
or
Soil monitoring, groundwater monitoring or remediation activities require shortened seal;
or
Groundwater recharge activities require shortened seal.

Well Screen > 10' Variance – Monitor well's screen may be screened greater than 10 feet above the highest seasonal static water level.

This variance option is appropriate under the following condition:
Monitoring or recharge activities require this type of well design. **Not allowed in areas of soil or groundwater contamination.**

Variance Reference:

- [Substantive policy statements re: Well Construction and Well Abandonment Variances.](#)
- [Well Construction and Well Abandonment variance.](#)

By checking this box, I certify that I have read the applicable substantive policy statement regarding each variance that I am requesting, and that I shall comply with all of the requirements set forth therein.

Figure 18

- a) If the well location is inside an AMA (as determined by the eNOI application), you must indicate whether you will be installing a dedicated pump; and if a pump will be installed, you must also indicate whether the pump will have a pumping capacity greater than 35 GPM or if the well will be used to withdraw more than 10 acre feet/Yr. If the response to the second question is “Yes”, you may not continue to process this NOI via the web application and will be directed to the **NOI Termination** screen, and the NOI must be processed via the manual paper process.
- b) If the well location is outside of an AMA (as determined by the eNOI application), you will not see the questions regarding a dedicated pump and pumping volume and can simply click on the Continue button, when you are satisfied with the information you have provided in this page.

Note on Variances:

If the well location is within the boundaries of a contamination site (as determined by the eNOI application), the fourth variance titled “Monitor Well Screen greater than 10’ Variance” will be disabled.

If you indicate that you will be drilling either a Monitor or Piezometer well, **the 100-Foot Setback for Environmental Well** variance will not be available for selection. **The 100-Foot Setback for Environmental Well** variance is available for selection for all other types of wells in this category.

Except as noted above, all other variance types will remain enabled and available for selection.

If one or more variances are selected, the certification checkbox must also be checked before continuing on to the next page.

Note on Dedicated Pump Information:

The information that you will next be required to provide will vary depending on whether a dedicated pump will be installed and whether the pumping volume is greater than 35 GPM or greater than 10 acre feet/yr.

- If you indicated that a dedicated pump will be installed and that the pumping volume will be less than or equal to 35 GPM and will be less than or equal to 10 acre feet/yr, you will see a page as described in section 2.3.4.2.1 after you click the **Continue** button.
- If you indicated that a dedicated pump will not be installed, you will see a page as described in section 2.3.7 after you click the **Continue** button..

Lastly, if the well location is within the boundaries of a contamination site, and the screened or perforated interval is greater than 100 feet, you may not continue to process this NOI via the web application, and the NOI must be processed via the manual paper process.

2.3.4.2.1 Proximity to a Designated Provider's Operating Water Distribution System:

Effective 01/01/2006, a remediation well drilled for the purpose of remediating groundwater (a monitor, soil vapor extraction, or vadose zone well with an anticipated level of production high enough to require establishing an end use, for example re-injection or beneficial use; generally, a pump and treat, or plume control operation) is exempt from [A.R.S. § 45-454\(C\)](#) if it meets one of the following:

- The remediation well is for an approved Department of Environmental Quality or United States Environmental Protection Agency remediation program.
- A registered geologist certifies that the remediation well is for the purpose of remediation.

NOI Category 2 - Notice of Intent to Drill a Monitor/Piezometer/Environmental well

Use this notice to obtain authorization to drill a Monitor, Piezometer, Environmental Well at any location in Arizona.

* Required Fields

Proximity to a Designated Provider's Operating Water Distribution System:

* Is any portion of the land, on which the well is to be located within 100 feet of the operating water distribution system of a municipal provider with an [assured water supply designation](#) as shown on the municipal provider's most recent digitized service area map filed by the municipal provider with the director of ADWR?

Yes
 No
 Unknown

* By checking this box, I certify, on behalf of the landowner, that no portion of the land on which the well is to be drilled is within 100 feet of the operating water distribution system of a municipal provider with an assured water supply designation as shown on the municipal provider's most recent digitized service area map filed by the municipal provider with the director of ADWR.

* It is understood that the location of the water distribution system may change between now and the time of drilling. Prior to drilling the well, it is the responsibility of the landowner to review the most up-to-date digitized service area maps of all nearby municipal providers on file with ADWR, to verify whether any portion of the land on which the well will be drilled is within 100 feet of the operating water distribution system of a municipal provider with a designation of assured water supply. If any portion of the land is within 100 feet of the operating water distribution system of a designated water provider, as shown on the designated water provider's most recent digitized service area map on file with ADWR, the drilling of the well is prohibited unless one of the exemptions in A.R.S. § 45-454(D) or A.R.S. § 45-454(F) is requested and granted.

* By checking this box, I certify that the landowner has met the conditions applicable to the selected exemption, as outlined in A.R.S. § 45-454(F). I further certify that within 30 days of completion of drilling, I will submit to ADWR with the Well Driller Report and Well log one of the following: (1) documentation demonstrating that the well is for an approved Department of Environmental Quality or United States Environmental Protection Agency remediation program, or (2) a copy of a registered geologist's certification that the well is for the purpose of remediation.

Back Continue

Figure 19

You must select either Yes, No, or Unknown for the “**Proximity to a Designated Provider's Operating Water Distribution System**” question and select appropriate certifications before continuing to the next page.

Three potential scenarios exist. If you have indicated that:

- a) it is unknown whether the land on which the remediation well is to be drilled falls within 100 feet of the operating water distribution system of a municipal provider with an assured water supply designation as shown on the municipal provider's most recent digitized service area map filed by the municipal provider with the director of ADWR, you will be directed to the **NOI Termination** screen (as illustrated in Figure 22), and the NOI must be completed via the manual paper process.

OR

- b) the land on which the remediation well is to be drilled does NOT fall within 100 feet of the operating water distribution system of a municipal provider with an assured water supply designation as shown on the municipal provider's most recent digitized service area map filed by the municipal provider with the director of ADWR, you will notice that the first two

certification check boxes become enabled (turn white) and you will be required to check the first two certification checkboxes, as illustrated in Figure 20, before continuing to the next page.

Under scenario “b”, if the **Continue** button is clicked without checking (i.e., clicking on) the first two certification boxes, an error message is displayed and you will remain in this page until both checkboxes have been checked.

NOI Category 2 - Notice of Intent to Drill a Monitor/Piezometer/Environmental well

Use this notice to obtain authorization to drill a Monitor, Piezometer, Environmental Well at any location in Arizona.

* Required Fields

Proximity to a Designated Provider's Operating Water Distribution System:

* Is any portion of the land, on which the well is to be located within 100 feet of the operating water distribution system of a municipal provider with an [assured water supply designation](#) as shown on the municipal provider's most recent digitized service area map filed by the municipal provider with the director of ADWR?

Yes
 No
 Unknown

* By checking this box, I certify, on behalf of the landowner, that no portion of the land on which the well is to be drilled is within 100 feet of the operating water distribution system of a municipal provider with an assured water supply designation as shown on the municipal provider's most recent digitized service area map filed by the municipal provider with the director of ADWR.

* It is understood that the location of the water distribution system may change between now and the time of drilling. Prior to drilling the well, it is the responsibility of the landowner to review the most up-to-date digitized service area maps of all nearby municipal providers on file with ADWR, to verify whether any portion of the land on which the well will be drilled is within 100 feet of the operating water distribution system of a municipal provider with a designation of assured water supply. If any portion of the land is within 100 feet of the operating water distribution system of a designated water provider, as shown on the designated water provider's most recent digitized service area map on file with ADWR, the drilling of the well is prohibited unless one of the exemptions in A.R.S. § 45-454(D) or A.R.S. § 45-454(F) is requested and granted.

By checking this box, I certify that the landowner has met the conditions applicable to the selected exemption, as outlined in A.R.S. § 45-454(F). I further certify that within 30 days of completion of drilling, I will submit to ADWR with the Well Driller Report and Well log one of the following: (1) documentation demonstrating that the well is for an approved Department of Environmental Quality or United States Environmental Protection Agency remediation program, or (2) a copy of a registered geologist's certification that the well is for the purpose of remediation.

Back Continue

Figure 20

OR

- c) the land on which the remediation well is to be drilled falls within 100 feet of the operating water distribution system of a municipal provider with an assured water supply designation as shown on the municipal provider's most recent digitized service area map filed by the municipal provider with the director of ADWR.

As illustrated in Figure 21, scenario “c”, you must select one of the values under the “**Select an Exemption:**” section.

- If you select either the F1 or F2 exemption option, you will notice that the first two certification check boxes remain disabled (are grey) and the third check box becomes enabled (turns white). You must then click on the third certification, as illustrated in Figure 21, before continuing to the next page.

Note: under scenario “c”, if the **Continue** button is clicked without checking (i.e., clicking on) the third certification box, an error message is displayed and you will remain in this page until the third checkbox has been checked.

- If you select the “None of the exemptions apply” option, you will be directed to the **NOI Termination** screen (see Figure 22), and the NOI must be completed via the manual paper process.

NOI Category 2 - Notice of Intent to Drill a Monitor/Piezometer/Environmental well

Use this notice to obtain authorization to drill a Monitor, Piezometer, Environmental Well at any location in Arizona.

*** Required Fields**

Proximity to a Designated Provider's Operating Water Distribution System:

* Is any portion of the land, on which the well is to be located within 100 feet of the operating water distribution system of a municipal provider with an [assured water supply designation](#) as shown on the municipal provider's most recent digitized service area map filed by the municipal provider with the director of ADWR?

Yes
 No
 Unknown

You have indicated that the property on which the well will be drilled is within 100 feet of the operating water distribution system of a designated municipal provider; therefore, you may not drill the well unless you qualify for, and are granted, one of the exemptions below.

* Select an Exemption:

F1-Remediation well is for an approved Department of Environmental Quality of United States Environmental Protection Agency remediation program.
 F2-A registered geologist has certified that the well is for the purpose of remediation.
 None of the exemptions apply.

By checking this box, I certify, on behalf of the landowner, that no portion of the land on which the well is to be drilled is within 100 feet of the operating water distribution system of a municipal provider with an assured water supply designation as shown on the municipal provider's most recent digitized service area map filed by the municipal provider with the director of ADWR.

It is understood that the location of the water distribution system may change between now and the time of drilling. Prior to drilling the well, it is the responsibility of the landowner to review the most up-to-date digitized service area maps of all nearby municipal providers on file with ADWR, to verify whether any portion of the land on which the well will be drilled is within 100 feet of the operating water distribution system of a municipal provider with a designation of assured water supply. If any portion of the land is within 100 feet of the operating water distribution system of a designated water provider, as shown on the designated water provider's most recent digitized service area map on file with ADWR, the drilling of the well is prohibited unless one of the exemptions in A.R.S. § 45-454(D) or A.R.S. § 45-454(F) is requested and granted.

By checking this box, I certify that the landowner has met the conditions applicable to the selected exemption, as outlined in A.R.S. § 45-454(F). I further certify that within 30 days of completion of drilling, I will submit to ADWR with the Well Driller Report and Well log one of the following: (1) documentation demonstrating that the well is for an approved Department of Environmental Quality or United States Environmental Protection Agency remediation program, or (2) a copy of a registered geologist's certification that the well is for the purpose of remediation.

Figure 21

This is an example of the message displayed when you have indicated that the proposed remediation well falls within 100 feet of the operating water distribution system of a municipal provider with an assured water supply designation as shown on the municipal provider's most recent digitized service area map filed by the municipal provider with the director of ADWR, but you have not requested an exemption.

Notice of Intent Termination

This well application (NOI) can't be completed using the web NOI process. This application must be made on paper and submitted to:

Arizona Department Of Water Resources
NOI Section
500 North 3rd Street
Phoenix, AZ 85004

In order to drill a well on a parcel that is located within 100 feet of a water distribution system, you must have qualified for an exemption under A.R.S. § 45-454(F). Since you did not select an exemption, this NOI application may not be processed via ADWR's eNOI application.

The appropriate NOI forms can be downloaded at <http://www.water.az.gov/adwr/Content/Forms/default.htm>.

[New NOI Application](#) [Exit](#)

Figure 22

2.3.4.3 NOI Type 3 – Drill or Drill and Abandon an Exploration/Specialty Well

When drilling, or drilling and abandoning an exploration/specialty well, a “Yes” or “No” value must be selected for the “**Is this NOI an application to replace, deepen, or modify an existing well?**” question before proceeding to the next page. If the **Continue** button is clicked without specifying a value, an error message is displayed and you will remain in this page until a value is provided.

Next, select a primary water use. If you attempt to continue to the next page without selecting a water use code, an error message will be displayed.

The screenshot shows a web form titled "NOI Category 3 - Notice of Intent to Drill or Drill and Abandon an Exploration/Specialty well". It includes a red asterisk indicating required fields. The first question is "Is this NOI an application to replace, deepen, or modify an existing well?" with a dropdown menu set to "No". The second question is "Select the Water Usage Code ." with a dropdown menu set to "TEST". At the bottom, there is a checkbox that is checked, with the text "By checking this box, I certify that this NOI application is not an application to replace, deepen, or modify an existing well." Below the form are three buttons: "Back", "Continue", and "Reset".

Figure 23

Indicate which type of well will be drilled by selecting a value from the drop-down list.

Note: the well types listed in the drop-down box (i.e., **Well Type** box) will be limited to Mineral Exploration and Geotechnical wells.

Enter a number between 1 and 999 for the number of wells/holes to be processed on the NOI.

NOI Category 3 - Notice of Intent to Drill or Drill and Abandon an Exploration/Specialty well

Use this notice to obtain authorization to drill or drill and abandon an exploration or specialty well at any location in Arizona.

* Required Fields

Please select the type of well from the dropdown list.

Well Type: *

Note: Geotechnical and mineral exploration wells that are to be drilled in areas of groundwater contamination must be properly abandoned using an **appropriate grout** mixture listed in Table 1 of the ADWR Well Abandonment handbook.

Number of wells/holes: *

Do you request the following variances:

Select Variance(s) **100' Setback Variance for Geotechnical Wells.**

This variance option is appropriate under the following condition:

Well must be abandoned before drill rig leaves the well site.

Thermoplastic Casing Surface Seal Variance in upper 20' of well.

This variance option is appropriate under the following condition:

The well must be constructed in a vault.

Shortened Surface Seal Variance – Surface seal casing may be less than 20 feet, but not be less than 5 feet.

This variance option is appropriate under the following conditions:

Shallow groundwater conditions exist;

or

Soil monitoring, groundwater monitoring or remediation activities require shortened seal;

or

Groundwater recharge activities require shortened seal.

Variance Reference:

- [Substantive policy statements re: Well Construction and Well Abandonment Variances.](#)
- [Abandonment Handbook.](#)

By checking this box, I certify that I have read the applicable substantive policy statement regarding each variance that I am requesting, and that I shall comply with all of the requirements set forth therein.

Back

Continue

Figure 24

If the **100-Foot Setback Variance for Geotechnical Wells** option is selected, the other two variance options become disabled. If the **Thermoplastic Casing** variance or the **Shortened Surface Seal** variance is selected, the **100-Foot Setback Variance** option becomes disabled. If one or more variances are selected, the certification checkbox must also be checked before continuing on to the next page.

2.3.5 Notice of Intent Termination Page

The following is an example of the error message displayed when a driller tries to request a variance for an exempt or non-exempt well:

Notice of Intent Termination

This well application (NOI) can't be completed using the web NOI process. This application must be made on a paper and submitted to:

Arizona Department Of Water Resources
NOI Section
500 North 3rd Street
Phoenix, AZ 85004

Specific Message: NOI Applications which require a variance for water production wells may not be processed via ADWR's NOI website application.
The appropriate NOI forms can be downloaded at <http://www.water.az.gov/adwr/Content/Forms/default.htm>.

[New NOI Application](#) [Exit](#)

Figure 25

You will be directed to the **NOI Termination** page under the following conditions:

Exempt or Non-Exempt wells

- If it was indicated that a variance is needed, you will be directed to the termination page. The **Specific Message** displayed is: "NOI Applications which require a variance for water production wells may not be processed via ADWR's NOI website application"
- If the well location is inside an AMA and it was indicated that the design pumping capacity is greater than (>) 35 GPM, you will be directed to the termination page. The **Specific Message** displayed is: "NOI Applications for Non-Exempt wells which are inside of an AMA, may not be processed via ADWR's NOI website application"
- If the well location is inside or near a contamination site, and the well type is a water production well, you will be directed to the termination page. The **Specific Message** displayed is: "NOI Applications for water production wells which fall within the boundaries of a contamination site may not be processed via ADWR's NOI website application"
- If the well location is inside an AMA and it was indicated that the well is a second exempt well at the same location for the same non-irrigation use, you will be directed to the termination page. The **Specific Message** displayed is: "NOI Applications for an exempt well which will be used to serve the same non-irrigation use at the same location (same parcel) as another exempt well may not be processed via ADWR's NOI website application."
- If the well location is inside an AMA, the type of well is exempt, and you indicated that the land on which the exempt well is to be drilled falls within 100 feet of the operating water distribution system of a municipal provider with an assured water supply designation as shown on the municipal provider's most recent digitized service area map filed by the municipal provider with the director of ADWR, you will be directed to the termination page. The **Specific Message** displayed is: "This well is within 100 feet of the operating water distribution system of a municipal provider with an assured water supply designation as shown on the municipal provider's most recent digitized service area map filed by the municipal provider with the director of ADWR. This NOI application may not be processed via ADWR's eNOI application."

- If the well location is inside an AMA, the type of well is exempt, and you indicated that it is unknown whether the land on which the exempt well is to be drilled falls within 100 feet of the operating water distribution system of a municipal provider with an assured water supply designation as shown on the municipal provider's most recent digitized service area map filed by the municipal provider with the director of ADWR, you will be directed to the termination page. The **Specific Message** displayed is: "In order to verify the location of the water distribution system in relation to the property boundary, you must review the digitized service area map on file at ADWR. This NOI application may not be processed via ADWR's NOI website application."
- If county approval is required and it was indicated that approval was not obtained, or that the county determined that there was not enough information to make a determination, you will be directed to the termination page. The **Specific Message** displayed is: "County or local health authority approval was not obtained, and it is required for this NOI."
- While in the county approval page, you will be asked to provide the county in which approval was obtained. If a county is selected that does not match the county of the well site location, you will be directed to the termination page. The **Specific Message** displayed is: "The county you selected for the county approval code does not match the county in the legal description you provided. This NOI may not be processed via ADWR's NOI website application."

Monitor/Piezometer/Environmental Wells:

- If the well location is inside an AMA and it was indicated that a dedicated pump will be installed which pumps greater than (>) 35 GPM or that the well will be used to pump greater than 10 AF/yr, you will be directed to the termination page. The **Specific Message** displayed is: "NOI Applications which will have a dedicated pump with a pumping capacity of greater than 35 GPM or will be used to withdraw greater than 10 Acre Feet/YR may not be processed via ADWR's NOI website application"
- If the well location is inside an AMA, and you indicated that a dedicated pump will be installed with a pumping capacity less than or equal to 35 GPM and that you will be pumping less than or equal to 10 acre feet/yr, and that the water usage will NOT be for remediation purposes (e.g., you selected a water usage value other than "Remediation" - see Figure 17), and you indicated that you are within 100 feet of the operating water distribution system of a municipal provider with an assured water supply designation as shown on the municipal provider's most recent digitized service area map filed by the municipal provider with the director of ADWR, you will be directed to the termination page. The **Specific Message** displayed is: "NOI Applications for non-remediation wells, which are also located within an AMA, may not be processed via ADWR's NOI website application."
- If the well location is inside an AMA, and you indicated that a dedicated pump will be installed with a pumping capacity less than or equal to 35 GPM and that you will be pumping less than or equal to 10 acre feet/yr, and that the water usage will be for remediation purposes, and you indicated that "None of the exemptions apply" under the "Select an Exemption" section, you will be directed to the termination page. The **Specific Message** displayed is: "In order to drill a well on a parcel that is located within 100 feet of a water distribution system, you must have qualified for an exemption under A.R.S. § 45-454(F). Since you did not select an exemption, this NOI application may not be processed via ADWR's eNOI application."

Applies to all Well Types:

- If you indicated that your NOI application is for deepening, replacing, or modifying an existing well, you will be directed to the termination page. The **Specific Message** displayed is: "Notices of Intent to replace, deepen, or modify an existing well may not be processed via ADWR's eNOI application."

2.3.6 Well Location in or near a Contamination Site

If the well location entered for a Notice of Intent to Drill a Monitor/Piezometer/Environmental Well (NOI Category 2) or a Notice of Intent to Drill or Drill and Abandon an Exploration/Specialty Well (NOI Category 3) falls within or near a contamination site (as determined by the eNOI application), the page illustrated below will be displayed, and the certification checkbox must be checked before proceeding.

Notice of Intent in or near a Groundwater Contamination Site

This well site is located within the **YUMA ARMY PROVING GROUNDS** contamination site.
Watershed: **COLORADO RIVER**
County: **YUMA**
Sub Basin: **YUMA**

*** Required Fields**

I understand that this well site is located within the boundaries of a contamination area and that special construction or abandonment requirements are required to prevent vertical cross-contamination to the aquifer system. I certify that I have read the applicable special requirements, and that I shall comply with those standards.

Reference Materials for Special Well Construction and Abandonment Requirements in Groundwater Contamination Areas:

- [DEQ's WQARF site](#)
- [Special Construction and Abandonment Requirements documentation](#)
- [Special Requirements Document for Pinal Creek](#).
- [Special Requirements Document for Yuma Marine Corp](#)
- [Abandonment Handbook](#)
- [Substantive policy statements re: Well Construction and Well Abandonment Variances.](#)

Figure 26

2.3.7 Final Acknowledgement

The **Final Acknowledgement** page allows you to review all of the information entered up to this point in the eNOI process. If any of the information is incorrect, use the **Back** button at the bottom of the page to correct the necessary information.

Once you are satisfied with the information, check the two remaining certification checkboxes at the bottom of the acknowledgement page before proceeding.

Final Acknowledgement	
Final Driller Acknowledgement:	
	NOI Type: Type 1 Drill Well Type: Exempt Date Received at ADWR: 7/23/03 The existing well's registration number (if deepening, replacing or modifying a well): N/A No well registration number exists for the well: N/A
Driller Company Information:	
ADWR Driller License Number: 7	LAYNE CHRISTENSEN COMPANY 12030 EAST RIGGS ROAD CHANDLER, AZ 85249-3701 Phone: 480-895-9404 Email: kbarkman@adwr.state.az.us ROC Entered By Driller: fff Qualifying Party License Categories: fff
Well Owner Information:	
	Smith, John 1234 E. Somewhere St Tempe, AZ 85004 Type of land: PRIVATE OR COMPANY Land Owner the same as the Well Owner: N
Land Owner Information:	
	The Land Company, Inc. 3993 W. Camelback Phoenix, AZ 85004
Well Site Location:	
	NE 1/4 of the NE 1/4 of the NE 1/4 Section 01 Township 01 .0 South Range 01 .0 West AMA: PHOENIX County: MARICOPA Contamination Site: NOT IN ANY WQARF SITE

Well Site Location:	
	NE 1/4 of the NE 1/4 of the NE 1/4 Section 01 Township 01.0 South Range 01.0 West AMA: PHOENIX County: MARICOPA Contamination Site: NOT IN ANY WQARF SITE
Water Use:	
	Primary Use: DOMESTIC Secondary Use(s): N/A
Variance(s) Requested By Driller:	
	NONE
Certification(s) Made By Driller:	
	<input checked="" type="checkbox"/> By checking this box, I certify that I have all necessary Registrar of Contractor (ROC) licenses in all necessary license categories for this drilling or abandonment project and that those licenses are current. <input checked="" type="checkbox"/> If the landowner and the well owner are NOT the same, by checking this box, I certify that I have obtained written approval from the landowner in order to conduct this drilling or abandonment project. A copy of the written approval shall be submitted to ADWR with the Driller's Report/Log or Well Abandonment Completion Report within 30 days of completion of drilling or abandonment. <input checked="" type="checkbox"/> By checking this box, I certify that the proposed well meets the criteria of an exempt well as outlined in the A.R.S §45-454. <input checked="" type="checkbox"/> By checking this box, I certify that I have obtained written certification from the land owner stating that the proposed well site is not within 100 feet of any septic tank system, sewage disposal area, landfill, hazardous waste facility, storage area of hazardous materials or petroleum storage areas and tanks. A copy of the land owner's written certification shall be submitted to ADWR with the Well Driller Report and Well Log or Well Abandonment Completion Report within 30 days of completion of drilling or abandonment.
Additional Information:	
	Number of Wells in project: 1 This Authorization Expires: 11/30/2004 Variance requested for Water Production well: No Design Pumping Capacity: <= 35 GPM Is this application for an exempt well which will be used to serve the same non-irrigation use at the same location (same parcel) as another exempt well: No Domestic purposes on <= 5 acres: No
<input type="checkbox"/> By checking this box, I certify that the information above is complete and correct, and that the well shall be drilled or abandoned in compliance with all pertinent statutes and rules, including any special standards that may be required to protect the aquifer or other water sources.	
<input type="checkbox"/> By checking this box, I certify that I have been authorized by the above-named well owner to submit this Notice of Intent on the well owner's behalf.	
Warning: Do not click the continue button twice as doing so will result in an error.	
<input type="button" value="Continue"/>	

Figure 27

NOTE: Once the **Continue** button is clicked, all NOI information is saved to the database and cannot be updated from this point forward. If the **Continue** button is clicked prior to realizing that some or all of the information is incorrect, start over and re-enter the NOI information from the beginning of the process, the NOI application has not been processed through the payment process, so there will be no charge for the NOI application. If you continued with the eNOI process and completed the payment process (even though the information is incorrect), you will be charged for the NOI application, and you must contact the NOI Unit in order to correct the NOI.

2.3.8 Payments

2.3.8.1 Billing Information

The following steps must be completed:

- Enter the first and last name of the credit card holder;
- Enter a valid email address
Note: when the **Billing Information** page is first displayed, the email address will default to the drilling firm's email address, you may override this email address by typing over the default value;
- Enter any other information marked with a red asterisk.

A confirmation email will be sent to you at the email address provided in the billing information.

Confirmation of submission

Your submission of Notice of Intent has been received.
Do **not** hit back button (or browse to another site) as updates to a received application are not allowed and it may abnormally terminate the next two steps ("Make Payment" and "Receive Drill Packet").

* Required Fields

Enter Billing Information

Company:	<input type="text" value="A TEST DRILLING FIRM"/>
First Name: *	<input type="text"/>
Last Name: *	<input type="text"/>
Email: *	<input type="text" value="atest@adwr.state.az.us"/>
Address: *	<input type="text" value="123 E. SOMEWHERE ST."/>
Apartment/Suite:	<input type="text"/>
City: *	<input type="text" value="PHOENIX"/>
Region/State: *	<input type="text" value="AZ"/>
Postal/Zip Code: *	<input type="text" value="85004"/>
Country: *	<input type="text" value="US"/>
Phone: *	<input type="text"/>
Fax:	<input type="text"/>

Figure 28

Once you are satisfied with the information displayed, click on the **Continue** button to proceed to the next page.

2.3.8.2 Payment Method (Credit Card Only)

The only payment method accepted in the eNOI application is payment by either a Visa or MasterCard credit card. Once you have entered your credit card number and expiration date, click on the **Continue** button to proceed to the next page.



The screenshot shows a banner at the top with the Arizona Department of Water Resources logo on the left, a scenic landscape in the center, and the text "Securing Arizona's Water Future" and "Celebrating 25 Years" on the right. Below the banner is a form titled "Credit Card Information" with a light blue header. The form contains a "Card Number:" label followed by a text input field. Below this is the text "Cards Accepted - Visa - MasterCard". The "Exp Date" label is followed by two dropdown menus showing "11" and "2005". A button labeled ">> Continue" is positioned below the form. At the bottom of the form area is a VeriSign Secured logo with the text "VERIFY" below it.

Figure 29

2.3.8.3 Order Information

After you have entered a valid credit card number, expiration date and a CSC number from a Visa or MasterCard credit card, you will see the screen below.

Order Info
Description: 000600 - All Except Domestic Outside
AMA/INA
Total Amount: \$150.00

Credit Card Information
Card Number: 4111111111111111
Cards Accepted- Visa - MasterCard
Exp Date: 11/2005
CSC: *

Billing Information
Name: LISA B *
Address: P.O. BOX 408 *
City: CENTRAL *
State: AZ *
Zip Code: 85531-0408 *
Country: US *
Phone: 928-428-7088 *
Email: lkbarckman@azwater.g *

***Required field**
Please note that we only support the US-English character set. In order to ensure that your transaction is processed correctly, please refrain from using International Characters.

I Authorize this transaction Reset

VeriSign Secured

Figure 30

Note: the eNOI application will automatically determine the appropriate fee based on the information provided during the eNOI process. Please be sure to print a copy of this order for your records. If you feel that the fee amount displayed is incorrect, contact the NOI Unit at ADWR.

Once the “**I Authorize this transaction**” button is clicked, the payment processor will determine whether the transaction will be approved.



Arizona Department of Water Resources
500 North Third Street
Phoenix, AZ 85004 US
Phone 602-417-2470
Fax 602-417-2422
Email wrnoi@azwater.gov

Your transaction was approved!

Reference # V63E0AA26D31
Description: 000600 - All Except Domestic Outside
AMA/INA
Total Amount: \$150.00
Bill To: LISA B
P.O. BOX 408
CENTRAL AZ 85531-0408
US
928-428-7088
lkbarrkman@azwater.gov

Return to ADWR



Figure 31

If your payment was approved, you will see the page outlined in Figure 31. Simply click on the “**Return to ADWR**” button to continue processing additional NOIs.

If your payment was not approved, you must manually return to ADWR’s home page by entering the following url, www.azwater.gov/dwr, into your Internet Explorer address line.

2.3.9 Print Process for Drillers

This page will only appear if the credit card was successfully processed in the previous step.

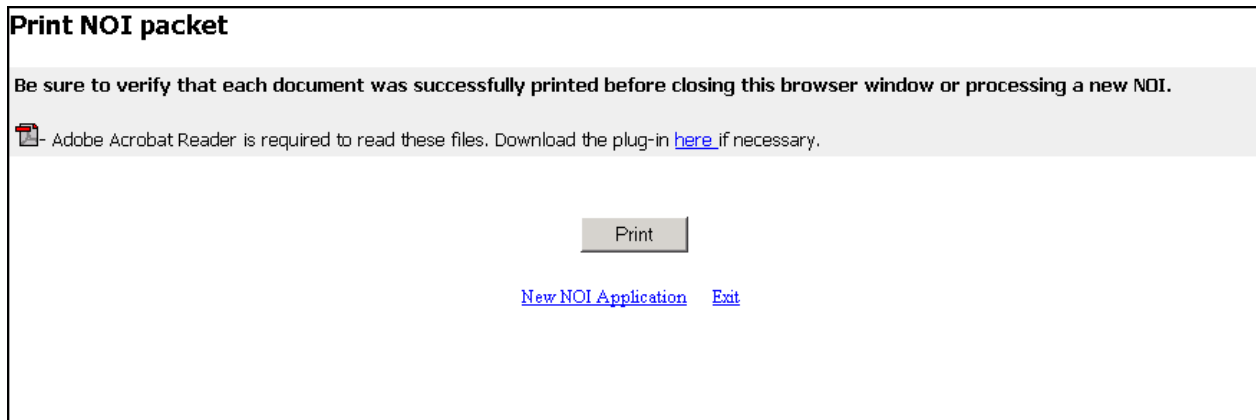


Figure 32

Simply click on the **Print** button and the entire drill packet will be displayed on your screen (see Figure 33).

Note: In order to print a drill packet, you must have Adobe Acrobat installed on your PC.

You then have the option of immediately printing the packet or saving it to your PC and printing it at a later date.

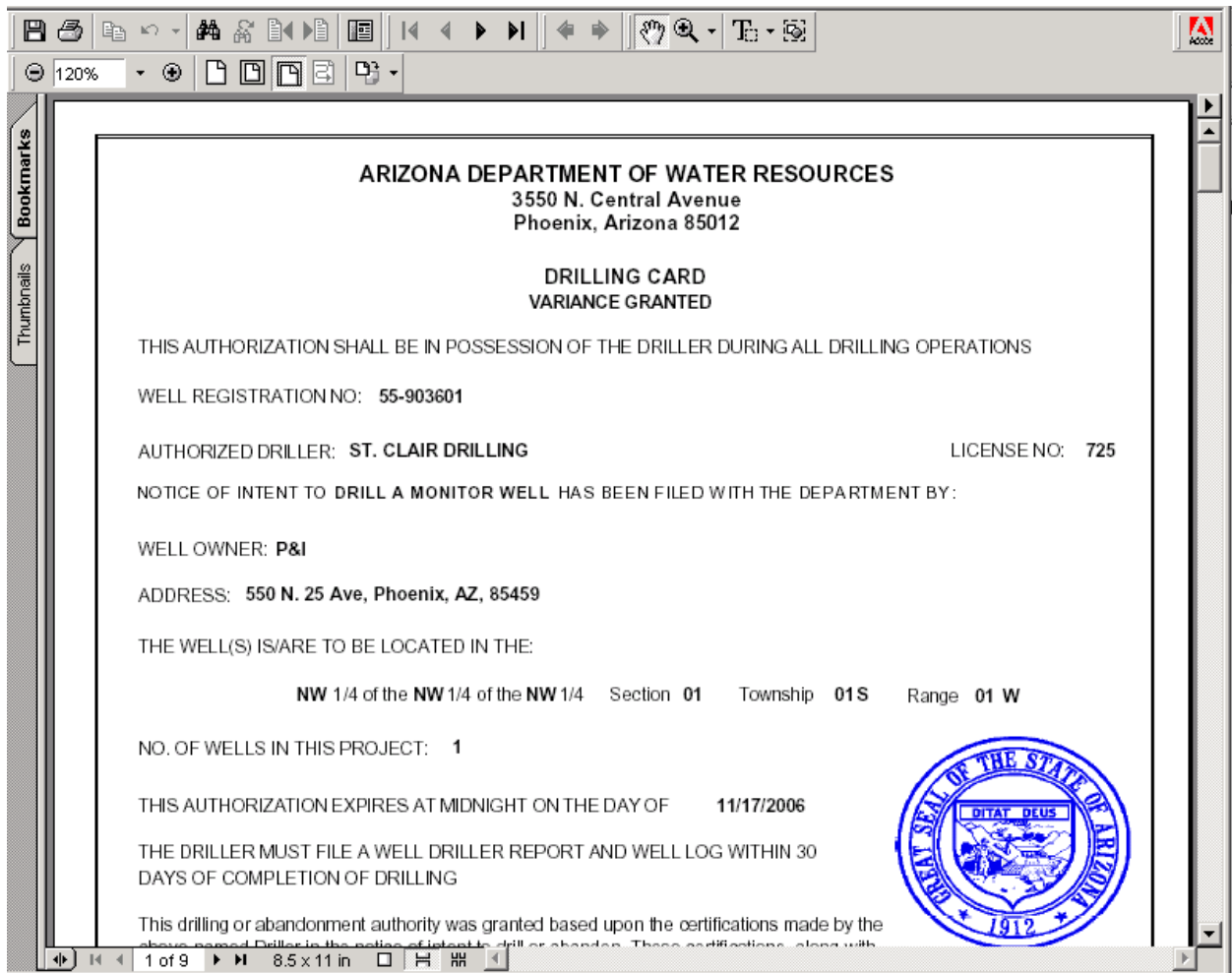


Figure 33

2.3.10 Order Confirmation Email to Driller

Once the NOI processing is completed, you will receive an email confirmation at the email address provided by the credit card holder in the **Billing Information** page (see Section 2.3.9.1 for additional information). A second email confirmation will be sent to the appropriate drilling firm based on the information currently on file at ADWR (see Figure 4).

The item of most importance in the confirmation screen is the Order ID number that was assigned at the time of payment. The Order ID number can be provided to the NOI Unit if there are any questions or problems with a particular NOI application.

```
*****
* Confirmation for Order: V64E0AC0CA59
*****
Thank you for your order, lisa b.

Should you have any questions concerning your
order, please contact us by email at
wrnoi@azwater.gov or by phone at (602) 771-8500
and be sure to mention your order number:
V64E0AC0CA59.

Thanks again for shopping with Arizona Department of Water Resources!

Best regards,
Arizona Department of Water Resources Management.
Phone: (602) 771-8500
Email: wrnoi@azwater.gov

-----
Order ID: V64E0AC0CA59
Date: 12/20/2005
Status: Approved

-----
Arizona Department of Water Resources
3550 N. Central Avenue
Phoenix, AZ 85012 United States
Phone: (602) 771-8500 Fax: (602) 771-8691

-----
Bill To: XYZ DRILLING - lisa b
P.O. BOX 408
CENTRAL, AZ 85531-0408
Email: test@azwater.gov

-----
000600 - All Except Domestic Outside AMA/INA
qty 1 - price ea. - amount $150.00

-----
Subtotal:      $150.00
Tax Total      $0.00
Shipping       $0.00
Handling       $0.00

-----
Total:         $150.00
-----
```

Figure 34