

## UIC Class II Permit Application Completeness Review Checklist

Permit Writer:	Date Received:	Date Completed:
Permit Applicant:	Permit #:	

✓	Description
	<b>Has the Permit Application (7520-6) been completed and does it include a signature from an authorized company official?</b>
	<b>Attachment A: AREA OF REVIEW METHODS</b> - Give the methods and, if appropriate, the calculations used to determine the size of the area of review (fixed radius or equation). The area of review shall be a minimum fixed radius of 1/4 mile from the well bore unless the use of an equation is approved in advance by the Director.
	<b>Attachment B: MAPS OF WELL/AREA AND AREA OF REVIEW</b> – Submit a topographic map extending one mile beyond the property boundaries, showing... <ul style="list-style-type: none"> <li><input type="checkbox"/> the injection well(s) or project area for which a permit is sought and the applicable area of review.</li> </ul> The map must show all... <ul style="list-style-type: none"> <li><input type="checkbox"/> intake and discharge structures,</li> <li><input type="checkbox"/> hazardous waste treatment, storage, or disposal facilities and,</li> <li><input type="checkbox"/> (<i>For area permit application only</i>) the distribution manifold applying injection fluid to all wells in the area, including all system monitoring points.</li> </ul> Within the area of review, the map must show... <ul style="list-style-type: none"> <li><input type="checkbox"/> the number, or name, and location of all producing wells,</li> <li><input type="checkbox"/> injection wells,</li> <li><input type="checkbox"/> abandoned wells,</li> <li><input type="checkbox"/> dry holes,</li> <li><input type="checkbox"/> surface bodies of water,</li> <li><input type="checkbox"/> springs, mines (surface and subsurface),</li> <li><input type="checkbox"/> quarries, and</li> <li><input type="checkbox"/> other pertinent surface features, including residences and roads, and faults, if known or suspected.</li> </ul> In addition, the map must identify those... <ul style="list-style-type: none"> <li><input type="checkbox"/> wells, springs, other surface water bodies, and drinking water wells located within one quarter mile of the facility property boundary.</li> </ul> Only information of public record is required to be included in this map.

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	<p><b>Attachment C: CORRECTIVE ACTION PLAN AND WELL DATA-</b> Submit a tabulation of data reasonably available from public records or otherwise known to the applicant on...</p> <p><input type="checkbox"/> all wells within the area of review, including those on the map required in B, which penetrate the proposed injection zone.</p> <p>Such data shall include a description of each well's...</p> <p><input type="checkbox"/> type,</p> <p><input type="checkbox"/> date drilled,</p> <p><input type="checkbox"/> depth and location,</p> <p><input type="checkbox"/> construction, completion report – include mud log, well diagram, CBL, <i>if available</i></p> <p><input type="checkbox"/> record of plugging, <i>if applicable</i>, and</p> <p><input type="checkbox"/> AOR CAP, <i>if applicable</i></p>
	<p><b>Attachment E: NAME AND DEPTHS OF FORMATION FROM SURFACE TO TOTAL DEPTH, INCLUDING USDW(S) AND CONFINING ZONE(S).</b> – Submit the following information and identify if the formation is the injection zone, USDW, or confining.</p> <p><input type="checkbox"/> formation name</p> <p><input type="checkbox"/> depth</p> <p><input type="checkbox"/> formation lithology and</p> <p><input type="checkbox"/> formation TDS</p> <p><input type="checkbox"/> history of seismic activity in the area and proximity to crystalline (i.e. granitic) basement, <i>if applicable</i></p>
	<p><b>Attachment G: ADDITIONAL INJECTION ZONE INFORMATION</b></p> <p><input type="checkbox"/> fracture pressure (known or estimated)</p>
	<p><b>Attachment H: OPERATING DATA</b> - Submit the following proposed operating data for each well (including all those to be covered by area permits):</p> <p><input type="checkbox"/> average and maximum daily rate and volume of the fluids to be injected</p> <p><input type="checkbox"/> average and maximum injection pressure;</p> <p><input type="checkbox"/> composition of annulus fluid;</p> <p><input type="checkbox"/> source and analysis of the chemical, physical, radiological and biological characteristics, including density and corrosiveness, of injection fluids.</p>
	<p><b>Attachment I: FORMATION TESTING PROGRAM</b> - Describe the proposed formation testing program. The program must be designed to obtain...</p>

✓	<p><b>Description</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> fluid pressure</li> <li><input type="checkbox"/> injection formation fracture pressure</li> <li><input type="checkbox"/> physical and chemical characteristics of the formation fluids.</li> </ul>
	<p><b>Attachment J: STIMULATION PROGRAM</b> - Describe any proposed stimulation program.</p>
	<p><b>Attachment K: INJECTION PROCEDURES</b> - Describe the proposed injection procedures including pump, surge, tank, etc.</p>
	<p><b>Attachment L: CONSTRUCTION PROCEDURES</b> – Describe the anticipated injection well construction (meeting regulations under 40 CFR §146.12). This should include...</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> details of the casing and cementing program</li> <li><input type="checkbox"/> logging procedures</li> <li><input type="checkbox"/> deviation checks</li> <li><input type="checkbox"/> the drilling, testing and coring program, and</li> <li><input type="checkbox"/> proposed annulus fluid.</li> <li><input type="checkbox"/> if applicable, a request justifying the use of an alternative to a packer</li> </ul>
	<p><b>Attachment M: CONSTRUCTION DETAILS</b> - Submit schematic or other appropriate drawings of the surface and subsurface construction details of the well.</p>
	<p><b>Attachment O: PLANS FOR WELL FAILURES</b> - Outline contingency plans to cope with all shut-ins or wells failures, so as to prevent migration of fluids into any USDW.</p>
	<p><b>Attachment P: MONITORING PROGRAM</b> - Discuss the planned monitoring program. This should be thorough, including...</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> maps showing the number and location of monitoring wells as appropriate and discussion of monitoring devices, sampling frequency, and parameters measured.</li> <li><input type="checkbox"/> (If a manifold monitoring program is utilized, pursuant to §146.23(b)(5), describe the program and compare it to individual well monitoring.)</li> </ul>
	<p><b>Attachment Q: PLUGGING AND ABANDONMENT PLAN</b> - Submit a plan for plugging and abandonment of the well including...</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> the type, number, and placement (including the elevation of the top and bottom) of plugs to be used;</li> <li><input type="checkbox"/> the type, grade, and quantity of cement to be used; and</li> <li><input type="checkbox"/> the method to be used to place plugs, including the method used to place the wells in a state of static equilibrium prior to placement of the plugs.</li> <li><input type="checkbox"/> Submit this information on EPA Form 7520-14, Plugging and Abandonment Plan.</li> </ul>

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	<p><b>Attachment R: NECESSARY RESOURCES</b> - Submit evidence such as a surety bond or financial statement to verify that the resources necessary to close, plug or abandon the well are available.</p> <p>Provide 3 independent cost estimates for EPA to plug and abandoned the well as described in the P&amp;A plan. If this poses some difficulties, let's discuss.</p>
	<p><b>Attachment S: AQUIFER EXEMPTIONS</b> – <i>If an aquifer exemption is required, please contact Region 8 staff for additional guidance.</i></p> <p>For additional information on aquifer exemptions, see 40 CFR §§ 144.7 and 146.4.</p>
	<p><b>Attachment T: EXISTING EPA PERMITS</b> - List any existing EPA permits including program name (e.g. SDWA, NPDES, PSD, RCRA, etc.) and permit number associated with the facility.</p>
	<p><b>Attachment U: DESCRIPTION OF BUSINESS</b> - Give a brief description of the nature of the business.</p>

**Landowner Information and Notification**

- list of landowners or tenants and their address within ¼-mile. For Montana. provide addresses within ½ mile.
- Colorado, Montana, and South Dakota wells only. Notification to the list of landowners and tenants of intent to apply for permit.

The addresses of those to whom notice is given, and a description of how notice is given, shall be submitted with the permit application. The notice shall include:

- (1) Name and address of applicant;
  - (2) A brief description of the planned injection activities, including well location, name and depth of the injection zone, maximum injection pressure and volume, and fluid to be injected;
  - (3) EPA contact person; and
  - (4) A statement that opportunity to comment will be announced after EPA prepares a draft permit.
- This requirement may be waived by the Regional Administrator when he determines that individual notice to all land owners and tenants would be impractical.

**Optional: Considerations Under Other Federal Laws**

To help expedite the permitting process which requires EPA to address other Federal laws, please provide responses to the below:

1. What new surface disturbance or roads will be required as a result of drilling this new well?
2. Endangered Species Act: Has there been a biological assessment or other evaluation to determine effects on endangered or threatened species? Other resources may include an environmental assessment, environmental impact statement, etc.
3. National Historic Preservation Act: Has the Tribal Historic Preservation Officer and/or State Historic Preservation Officer been contacted about potential historical artifacts, etc. near this location? Has there been a cultural resource inventory performed within the vicinity of the proposed well?