

RESIDENTIAL WELL PERMIT APPLICATION INSTRUCTIONS (Page 2 of 3)

The form must be typed or printed in **DARK INK**. **A current deed for the subject parcel must be attached.** All changes on the form must be initialed and dated. **Attach additional sheets if more space is required. INCOMPLETE, POOR QUALITY, OR ILLEGIBLE FORMS CANNOT BE PROCESSED AND WILL BE RETURNED.** Applications are evaluated in chronological order. Please allow approximately seven weeks for processing.

To submit the application you will need to save the completed PDF form and email the PDF to: dwrpermitsonline@state.co.us Once the email is received you will receive an email, in addition to the response, with an attached invoice containing a link to submit payment online via eCheck or credit/debit card. Refer to the "Form Submittal, Payment Options and Fee Schedule" instructions, found under "Important Links" on the Well Permitting page (<https://dwr.colorado.gov/services/well-permitting>) for further information. Once the PDF form has been submitted you will receive an email with an attached invoice containing a link to submit payment online. This form will not be processed until the fee has been received. **Fees are nonrefundable.**

FEES: The filing fee for this application is **\$100**. Exceptions are as follows:

1. An application to replace or deepen an existing permitted well, which does not have a "-F" or "-R" suffix after the original permit number, into the same source (aquifer) for the same uses is **\$60**.
2. Applications to register an existing well and replace or deepen the well into the same source (aquifer) for the same uses is **\$100 if submitted together**. Use Form GWS-12 for the registration and Form GWS-44 for the replacement. If the intent is only to register an existing well use Form GWS-12. The forms are available from the [eForms Dashboard](#).

USES: This form (GWS-44) is to be used when applying for a permit for the following types of uses:

- A. Ordinary household use inside one single-family dwelling (NO outside water use allowed):** Generally, this is all that can be approved on parcels less than 35 acres, except in areas inside the [Designated Basins](#), limited areas on the Western Slope where the stream system is not overappropriated, for subdivisions under a court approved plan for augmentation that allow outside uses, and for wells constructed into certain [Denver Basin](#) aquifers.
- B. Ordinary household use in 1 to 3 single-family dwellings, irrigation of up to one acre of home garden and lawn, and watering of domestic animals and poultry:** Generally, permits can be approved with residential outside uses in addition to use inside the single family dwelling(s) on parcels of land of 35 or more acres, in areas inside the [Designated Basins](#), limited areas on the Western Slope where the stream system is not overappropriated, for subdivisions under a court approved plan for augmentation that allow outside uses, and for wells constructed into certain [Denver Basin](#) aquifers. The allowed residential uses will vary based on the property size, property location and the proposed aquifer.
- C. Livestock watering on farm, ranch, range, or pasture** (on parcels of 35 or more acres).

ITEM INSTRUCTIONS: (numbers correspond with those on the front of this form)

1. **(Applicant Information)** The applicant is the entity for whom the permit is to be issued. Since the well owner is ultimately responsible for the use of the well, their name should be in this area. The mailing address is where the applicant currently receives mail. For wells in a Denver Basin aquifer the Applicant must be the property owner.
2. **(Type of Application)** Check all boxes that apply. **If you check the box for Rooftop precipitation collection, you must also complete and submit Form No. GWS-78.** The form is available from the [eForms Dashboard](#).
3. **(Refer To)** Complete all boxes that apply.
4. **(Location of Proposed Well)** Provide the property address for the parcel on which the well is to be located. If it is the same as the mailing address, check the box that indicates that it is the same. **You must provide the county, ¼ of the ¼, section, township, range and principal meridian (P.M.)** in which the well will be located. You must also provide a point location unless the well qualifies under Rule 6.2.3 of the Water Well Construction Rules (Rule 6.2.3 requires that the point location be provided to the Division of Water Resources by the well driller once the well is drilled). Rule 6.2.3 does not apply in the following circumstances:
 - a. The location is decreed by a water court;
 - b. The well will be drilled in a Denver Basin aquifer;
 - c. Your application is for a permit to use an existing well.

When a point location is required it is recommended the well location be provided using GPS coordinates. The Location Converter tool (available on the DWR website at: <https://dwr.state.co.us/Tools/LocationConverter>) can be used to convert between Latitude/Longitude and UTM coordinates. If a UTM format location is not provided and the well does not qualify under Rule 6.2.3 you must provide the distances from section lines. The required GPS unit settings must be as indicated on this form. Colorado contains two UTM zones. Zone 13 covers most of Colorado. The boundary between Zone 12 and Zone 13 is the 108th Meridian (longitude). West of the 108th Meridian is UTM Zone 12 and east of the 108th Meridian is UTM Zone 13. The 108th Meridian is approximately 57 miles east of the Colorado-Utah state line. On most GPS units, the UTM zone is given as part of the Easting measurement, e.g. 12T0123456. Check the appropriate box. **When a point location is required, and GPS coordinates are not provided, you must specify the Distances of the well from the Section lines.**

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5. **(Parcel on Which Well Will Be Located)** A current deed for the subject parcel must be attached. If the subject parcel is 35 or more acres, a complete metes and bounds type legal description or surveyor's plat map that references a section point is required to enable us to plot the parcel in our mapping system. If the parcel is less than 35 acres and not in a subdivision, a deed with metes and bounds legal description, **recorded prior to June 1, 1972** is required. Complete Items 5A through 5E (5E is optional). If you answered NO to Item 5C please indicate who the landowner is. If you are under a contract to purchase the subject property, please state this as well. If the parcel is inside the Denver Basin, the application must be in the name of and signed by, or their name entered by, the current landowner.
6. **(Use of Well)** See above comments under USES to determine those uses for which you may qualify, and then check the applicable box or boxes.
7. **(Well Data)** The **maximum pumping rate** is limited to 15 gpm for most residential type well permits. The **annual amount of water to be withdrawn** is a volume measured in acre-feet. One acre-foot equals 325,851 gallons. For ordinary household use inside one single-family dwelling and no outside use, the annual amount will be about 1/3 acre-foot. For ordinary household use in three single-family dwellings, one acre of home garden/ lawn irrigation, and watering of domestic animals, the annual amount will be about 3 acre-feet. For 100 head of livestock, the annual amount will be about 1.35 acre-feet. Please indicate the estimated **depth** of the proposed well. The proposed **aquifer** for the well must be indicated if the well is to be located within the [Denver Basin](#) (see [Denver Basin Map](#)), the San Luis Valley or in areas where it is believed the well will penetrate a confining layer. Aquifer information should be provided if known, for well locations outside of these areas.
8. The issuance of exempt well permits may depend on the availability of another source of water, pursuant to CRS 37-92-602(6), such as water from a municipality or water district. (Statutes can be accessed through the CDWR web site.) See [Guideline 2003-5](#) for additional information.
9. Check the applicable box, and complete or attach any additional information as requested in this item.
10. Wells must be constructed by a Colorado licensed well driller, or under the "private driller" provision as defined in CRS 37-91-102(12). A listing of licensed well drillers/pump installers is available at <https://dwr.colorado.gov/services/well-construction-inspection>
11. **The well owner must sign or enter their name on the form in the signature block.** If **signing as a representative of a company** who owns the well, then your title must also be included in the title block. An authorized agent may also sign or enter their name on the application if a letter signed by the applicant or their attorney is submitted with the application authorizing that agent to sign or enter their name on the applicant's behalf. Put the date the application was signed (or name entered) in the date block. Wet or electronic signatures are acceptable. If providing a wet signature type or print the name in the print name block.

If you have questions, contact the Denver Office or the Division Office where the well is located or submit a question at: [AskDWR - Residential Well](#) for assistance. Contact information is available from our website at: <https://dwr.colorado.gov/about-us/contact-us>