

October 24, 2012

By, Gene C. Smith
Assistant Chief, Permitting
Office of Oil and Gas



Permitting Deficiencies

Instructions to Operators Regarding H6A Applications

- **Permit Conditions that are issued with every permit MUST be read and adhered to:**

The following permit condition goes out with every issued permit:

“If the operator encounters an unanticipated void, or an anticipated void at an unanticipated depth, the operator shall notify the inspector within 24 hours. Modifications to the casing program may be necessary to comply with W. Va. Code § 22-6A-5a (12), which requires drilling to a minimum depth of thirty feet below the bottom of the void, and installing a minimum of twenty (20) feet of casing. Under no circumstance should the operator drill more than fifty (50) feet below the bottom of the void or install less than twenty (20) feet of casing below the bottom of the void.”

- **Indicate on application which water purveyors requested water samplings. Sample per well and not pad.**
-

- **Pursuant to the requirements pertaining to the sampling of domestic water supply wells/springs, the operator shall, no later than thirty (30) days after receipt of analytical data, provide a written copy to the Chief and any users who may have requested such analyses.**

 - **If possible, wait until you have inspector approvals before sending in your application to OOG:**

Your application will not be reviewed any faster if it is sent in before obtaining inspector approvals, because we cannot issue an application without inspector sign-offs.

 - **Please do not include section title pages, staples, or paperclips other than the large clip holding the application together.**
-

- **Check all UTM coordinates for accuracy and correct datum (NAD 83) on plat, public notice, and all notice forms. Location needs to be within 100 meters of coordinates on plat versus notice.**
 - **No paper plat is required, only a Mylar plat and again include the NAD 83 UTM coordinates in meters for the surface and bottom hole.**
 - **The 6A1 lease form needs to show a clear chain of leases from original lease holders to your company, and must also show each leasee receiving a percentage or portion no less than one-eighth (1/8).**
-

- **Adhere to the Emergency Rule Well Site Safety Plan Standards when putting together a safety plan. Do not include MSDS sheets. Checklist available on line.**
 - **Deep well SSP requirement. All residences to be notified within one (1) mile including phone numbers.**
 - **New checklist order.**
 - **If a well drilled under 22-6 would require a rework permit it would need to follow 22-6A requirements and forms.**
 - **Notices must match certified mail receipts or affidavit of personal service.**
-

- **DOH letter is for the correct roads to the pad. Provide a letter of certification from DOH that an agreement exists pertaining to state service roads associated with the proposed well work. 22-6A-20.**
 - **Notice of planned operation with each application 22-6A-16(c).**
 - **Notice of site preparation. 22-6A-10(b) and (10) h.**
 - **Electronic copy of permit application.**
 - **NOD's – 20 day limit.**
-