



**PERMIT CENTER**

# **NEW PERMIT-EXEMPT WELL FOR A SINGLE-FAMILY RESIDENCE**

**Informational Brochure  
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City of Auburn

Customer Service Center  
Physical Address: 2nd Floor, 1 East Main St, Auburn, WA 98001  
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## **Overview**

Under City regulations at Auburn City Code 13.06.150, property owners undertaking new residential construction shall connect to the City of Auburn water lines if the City determines that water service is available to the property along its frontage. If the City's water lines are located within 200 feet of any portion of the property, the property owner must connect to the City's water system by constructing a water main extension under the City's facilities extension (FAC) process.

If the City's water system is not available, the property owner may explore the feasibility of drilling a privately-owned and privately-maintained well for water supply for a single residence. Such private well is called a "permit-exempt well" because it does not require the property owner to obtain a water rights certificate from the Washington Department of Ecology. However, beginning on January 19, 2018, state law requires that any new permit-exempt groundwater well must comply with certain requirements.

This handout explains the process and requirements for serving a single family property within the City of Auburn's corporate limits with a new private permit-exempt well based on state law. The City regulations are different for subdivisions of property, and subdivision requirements are not addressed in this informational handout.

Also, for properties located outside of the City limits that may have an Auburn address, the property is subject to the jurisdiction of another agency, and you are requested to consult the King County or Pierce County health and building departments for their requirements.

### ***How do I determine if City water is available for my property?***

- Contact the City Utilities Engineering Department at (253) 931-3010.
- The City also recommends that you request a pre-application meeting to discuss your plans for your property so that applicable city codes, fire protection, access, setbacks, utilities and other requirements can be reviewed and discussed with you by representatives of the various city departments. To prepare an application, see <http://www.auburnwa.gov/Forms>, select "Pre-Application Conference Application Form".

### ***How do I get permission to drill a new well in the City of Auburn?***

- The following organizations administer applications for permit-exempt wells within the Auburn city limits:
  - King County, Public Health-Seattle & King County (PHSKC)  
<https://www.kingcounty.gov/depts/health/environmental-health/piping/drinking-water.aspx>
  - Pierce County, Tacoma Pierce County Health Department (TPCHD)  
<https://www.tpchd.org/healthy-homes/drinking-water/individual-wells>

### ***What are the requirements to use an existing well drilled before January 19, 2018 in the City of Auburn?***

- Contact the applicable Health Department listed above.
- Provide documentation to the Health Department and to the City of Auburn that the well has sufficient capacity and is authorized by the Health Department to provide service for the

proposed structure. This includes Accessory Dwelling Units that are proposed to be served by an existing well.

- Complete Steps 2 and 3 below. A City Water Utility Permit is not required. Steps 1, 4, and 5 below only apply to new permit-exempt wells drilled after January 19, 2018.

### **Next Steps?**

1. If the applicable health department approves the drilling of the permit-exempt well, they will provide you with the requirements for drilling and operating a well, including but not limited to the following:
  - Limit withdrawals to domestic use only to a maximum of 950 gallons per day (gpd) per connection, up to a maximum of 5,000 gpd per well.
  - Limit water withdrawals to 350 gpd for interior use only under declared drought conditions.
  - Manage stormwater onsite, maximizing infiltration and low impact development techniques to the extent feasible.
  - Have Well Driller submit a 'Water Well Report' to the WA State Department of Ecology.
  - Property owner shall execute and record with the County Recorder's Office a "Declaration of Covenant for Individual Water Supply" (contact the applicable health department above for the applicable form).
  - Health Department will issue a new well approval letter.
2. Review the City's Residential Building Permit Application Submittal Checklist. See <http://www.auburnwa.gov/Forms>, and select "Residential Permit Submittal Checklist".
3. Submit completed Building Permit Application with required supporting documents. See <http://www.auburnwa.gov/Forms>, and select "Residential Building Permit Application".
4. Submit completed Utilities Permit Application, with the Water Application section marked "Other: Permit-Exempt Well". A permit includes a one-time fee of \$500.00, a portion of which pays for administrative processing by the City and a portion is sent to the State of Washington as a partial mitigation fee for the impact of the permit-exempt well. During processing of your application, the City will prepare a "Permit-Exempt Well Water Use Restriction" form for your property. City staff will provide you with the document for you to execute, have notarized, and return to the City. See <http://www.auburnwa.gov/Forms>, and select "Utilities Permit Application".
5. Execute and notarize the City-provided "Permit-Exempt Well Water Use Restriction" form, and submit to the City's Permit Center. See <http://www.auburnwa.gov/Forms>, and select "Permit-Exempt Well Water Use Restriction".

### **Additional Resources**

- For additional information about permit-exempt wells from the Washington Department of Ecology, see <https://fortress.wa.gov/ecy/publications/documents/1811006.pdf>.
- For information for well drillers, see [Washington State Department of Ecology - Information for drillers](#)