



**DPS**

Montgomery County  
Department of Permitting Services

2425 Reedie Drive, 7th Floor  
Wheaton, MD 20902  
240-777-0311  
montgomerycountymd.gov/dps



## Well Permit Plan Guidelines

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An application package to obtain a County Well Permit for a potable well, monitoring well, industrial well, geothermal well, agricultural or irrigation well, must include: (1) a completed application, (2) a scaled site plan (2 copies if submitting via paper) and (3) appropriate fees. **Effective August 1, 2024, submissions must be made online.** For clarification of any conditions or requirements described in this guideline, please contact the DPS Well and Septic Section at (240) 777-0311.

### Plan Requirements

The site plan **must be scaled to an engineer's scale** (1:30-1:50 is preferred) and include the following:

- Proposed well site location(s)
- Topography lines/contours at either 2 foot or 5 foot intervals (for water supply wells)
- Locations of all existing structures on the property
- Locations of all proposed improvements on the property
- Locations of any existing wells and/or septic systems on the property and within 100 feet of the subject property.
- Well setback requirements for water supply wells:
  - 100 feet from all septic systems/septic reserve areas, or identifiable sources of contamination
  - 30 feet from a building foundation including detached garages and sheds
  - 50 feet from a sewer line
  - 25 feet an abandoned septic system (greater distances may apply).
  - 15 feet from a road or right-of-way
  - 10 feet from a tennis court, swimming pool, deck, porch, etc.
  - 10 feet from an easement
  - 10 feet from a utility line
  - 10 feet from property lines and driveways
  - 10 feet from a ground mounted solar panel
- For **geothermal** well setbacks and information, please refer to the [Guidelines for Geothermal Well Systems](#)

- Prior to permit issuance for properties in water service category W-1 or W-3, the applicant must also obtain an exception from the Department of Environmental Protection. Properties designated as categories 1 and 3 are eligible to receive public water and/or sewer service, but the exception allows the use of an interim well or septic system.
- In addition to a County Well Permit, State regulations require users to apply for a Groundwater Appropriation or Use Permit for wells with annual average withdrawals of more than 10,000 gallons per day. Some exceptions apply. Permit requests are evaluated by Maryland Department of the Environment to determine whether the amount of water requested is reasonable for the stated purpose, and to ensure that withdrawals do not have unreasonable impacts on the water resource or on neighboring users. For more information please call 410-537-3702.

5/2024