



**APPLICATION TYPE**

Gas Well Pad Site Permit

Gas Well Operations Permit

Re-drilling or re-working

**OPERATOR / PROPERTY OWNER / APPLICANT INFORMATION**

Operator: \_\_\_\_\_ RRC operator number: \_\_\_\_\_

Incorporation State \_\_\_\_\_, Partnership \_\_\_\_\_ (list partners on a separate sheet)

Physical mailing address (not a P.O. Box):

Designated Contact Person \_\_\_\_\_ (Agent data is added below)

Street \_\_\_\_\_ Suite \_\_\_\_\_

City \_\_\_\_\_, State \_\_\_\_\_, Zip Code \_\_\_\_\_ - \_\_\_\_\_

Office phone (\_\_\_\_) \_\_\_\_\_ Mobile (\_\_\_\_) \_\_\_\_\_, Email \_\_\_\_\_

FAX phone (\_\_\_\_) \_\_\_\_\_ **24 Hour Emergency Contact Phone Number** (\_\_\_\_) \_\_\_\_\_

Property Owner: \_\_\_\_\_

Physical mailing address (not a P.O. Box):

Designated Contact Person \_\_\_\_\_

Street \_\_\_\_\_ Suite \_\_\_\_\_

City \_\_\_\_\_, State \_\_\_\_\_, Zip Code \_\_\_\_\_ - \_\_\_\_\_

Office phone (\_\_\_\_) \_\_\_\_\_ Mobile (\_\_\_\_) \_\_\_\_\_, Email \_\_\_\_\_

FAX phone (\_\_\_\_) \_\_\_\_\_

Agent Applicant (If not one of above): \_\_\_\_\_

Physical mailing address (not a P.O. Box):

Designated Contact Person \_\_\_\_\_

Street \_\_\_\_\_ Suite \_\_\_\_\_

City \_\_\_\_\_, State \_\_\_\_\_, Zip Code \_\_\_\_\_ - \_\_\_\_\_

Office phone (\_\_\_\_) \_\_\_\_\_ Mobile (\_\_\_\_) \_\_\_\_\_, Email \_\_\_\_\_

FAX phone (\_\_\_\_) \_\_\_\_\_

I certify that the above information is correct and complete to the best of my knowledge and ability and that I am now or will be fully prepared to represent the above Gas Well Pad Site or Gas Well Operations Permit request before the City Council or City Staff. I acknowledge that I have reviewed and understand the requirements contained in Chapter 40 Gas Well Drilling of the Euless Code of Ordinances, and understand the policies and procedures regarding consideration of Gas Well Pad Site and Gas Well Operations Permits and water use. I reserve the right to withdraw this gas well permit request at any time upon written request filed with the Planning and Development Department.

Signatures:

\_\_\_\_\_

Operator

Date

Property Owner

Date

The Property Owner(s) must sign the application or provide signatures on separate sheet.

**SITE AND OPERATION INFORMATION**

Lease Name \_\_\_\_\_

Street Address or Legal Description \_\_\_\_\_

Central Abstract: \_\_\_\_\_ Survey Name \_\_\_\_\_ County \_\_\_\_\_

Number of Wells to be Permitted with this Application: \_\_\_\_\_

## Well Information:

Well name \_\_\_\_\_, Pad site \_\_\_\_\_ Well number \_\_\_\_\_

Well API: 42- \_\_\_\_\_ - \_\_\_\_\_, RRC permit number \_\_\_\_\_

Abstract \_\_\_\_\_, Survey \_\_\_\_\_ County \_\_\_\_\_

X-coordinate \_\_\_\_\_ Y-coordinate \_\_\_\_\_

Well name \_\_\_\_\_, Pad site \_\_\_\_\_ Well number \_\_\_\_\_

Well API: 42- \_\_\_\_\_ - \_\_\_\_\_, RRC permit number \_\_\_\_\_

Abstract \_\_\_\_\_, Survey \_\_\_\_\_ County \_\_\_\_\_

X-coordinate \_\_\_\_\_ Y-coordinate \_\_\_\_\_

Well name \_\_\_\_\_, Pad site \_\_\_\_\_ Well number \_\_\_\_\_

Well API: 42- \_\_\_\_\_ - \_\_\_\_\_, RRC permit number \_\_\_\_\_

Abstract \_\_\_\_\_, Survey \_\_\_\_\_ County \_\_\_\_\_

X-coordinate \_\_\_\_\_ Y-coordinate \_\_\_\_\_

Well name \_\_\_\_\_, Pad site \_\_\_\_\_ Well number \_\_\_\_\_

Well API: 42- \_\_\_\_\_ - \_\_\_\_\_, RRC permit number \_\_\_\_\_

Abstract \_\_\_\_\_, Survey \_\_\_\_\_ County \_\_\_\_\_

X-coordinate \_\_\_\_\_ Y-coordinate \_\_\_\_\_

Wellhead(s) located within 600 feet of a Residential Structure,  
Commercial Structure, Public Building, or Public Park, or Golf Course?    Yes    No

Pad Site located in 100-year flood plain?    Yes    No

Will pipelines be installed on, across or under public property or right-of-way?    Yes    No

City Staff to Fill in Case and Fees:

COE Case Number \_\_\_\_\_ - \_\_\_\_\_ - CC

Fee Paid \$ \_\_\_\_\_

Receipt No. \_\_\_\_\_

Check No. \_\_\_\_\_

Staff Initials \_\_\_\_\_

**CHECKLISTS**

**INSTRUCTIONS:** The City of Euless reviews each application partially based on the items on the following checklists. Each application must be accompanied by a gas well pad site plan or gas operations permit exhibit and supporting documents. The property owner/operator/applicant is encouraged to meet with a member of the City of Euless Staff to determine the extent of plans needed for review.

<b>GENERAL SUBMITTAL REQUIREMENTS</b>	
<b>GAS WELL PAD SITE PERMIT</b>	<b>GAS WELL OPERATIONS PERMIT</b>
<ol style="list-style-type: none"> <li>1. Completed, dated and signed application form.</li> <li>2. Accurate legal description of the property to be used for gas operation. Property recorded by plat should reference subdivision, block and lot numbers. Unplatted property should reference abstract numbers and survey names and tract numbers if applicable.</li> <li>3. All required Gas Well Pad Site Permit Fees.</li> <li>4. List of names and addresses of every property owner of parcels within 1,000 feet from the proposed drilling pad site outer boundary. Provide a printed hard copy of this information as well as an MS Excel Spreadsheet or Comma Delimited File in digital format on transferable digital media. (CD-ROM 3.5" Floppy or email.)</li> <li>5. Provide copies of all waivers obtained by the operator/property owner/applicant from all property owners of Residential Structures, Commercial Structures, and Public Buildings located within six hundred (600) feet of the all proposed wellheads. All waivers shall be signed by the property owner and notarized.</li> <li>6. Seventy-two (72) hour ambient noise study – One (1) twenty four (24) hour day and one weekend day showing ambient levels and potential impact gas well pad site will have based on site conditions. Also show noise contours from the wellhead and effect on contours by any proposed noise mitigation steps to be taken by the operator. If required by the result of the ambient noise study a noise mitigation plan showing noised control elements and locations will be required.</li> </ol> <p><b>Gas Well Pad Site Permit Site Plan Exhibit Requirements</b></p> <ol style="list-style-type: none"> <li>1. Plans must be drawn to a scale on a sheet size of ANSI B (11"X17"), ANSI C (18"X24"), ANSI D</li> </ol>	<ol style="list-style-type: none"> <li>1. Completed, dated and signed application form.</li> <li>2. Notarized Statement: A notarized statement signed by the Operator, or designated representative, that the information submitted with the application is, within the personal knowledge of the operator or designated representative, true and correct.</li> <li>3. All required Gas Well Operations Permit Fees.</li> <li>4. Accurate legal description of the property to be used for gas operation. Property recorded by plat should reference subdivision, block and lot numbers. Unplatted property should reference abstract numbers and survey names and tract numbers if applicable.</li> <li>5. Copy of Gas Well Pad Site Permit issued by the City of Euless (if approved – not required if permits are conducted concurrently)</li> <li>6. Original Executed Road Damage Agreement.</li> <li>7. Copy of the determination by Texas Commission on Environmental Quality (TCEQ) of the depth of usable quality groundwater.</li> <li>7. Approved copy of the Railroad Commission Drilling Permit (W-1) and Pooling Certificate (P-12) for each well in this application. Provide copies of the attachments and reports required by the Commission that are applicable to the drilling and operations site.</li> <li>8. Certified survey plat for the surface location, penetration point and bottom hole location of the well bore. Include the (X, Y) coordinate points in STATE PLANE, NAD83, NCT 4202 FEET projection and show the existing or proposed access routes to the pad sites.</li> <li>9. Evidence of insurance and Security Requirements:</li> </ol>

## GENERAL SUBMITTAL REQUIREMENTS

## GAS WELL PAD SITE PERMIT

(24"X36") or ANSI E (36"X48") Additionally please provide a digital copy of all plansets in Adobe PDF format. PDF files may be password protected to protect original vector images from use, but shall allow raster image copy for usage in presentations to the City Council if necessary. Provide digital information on a transferable digital media (CD-ROM, 3.5" Floppy, or email)

2. Names and addresses of current Property Owner of record and gas well Operator.
3. Name and address, telephone number and email address of the surveyor/engineer responsible for preparing the site plan.
4. Title block in lower right hand corner containing the name of the gas well(s) acreage of pad site and legal description of property on which the pad site is occurring.
5. Location map showing the tract by reference to streets or highways.
6. Date the site plan was prepared.
7. Written scale, graphic scale and north arrow.
8. Location and general outline of any Residential Structures, Commercial Structures, Public Buildings, Parks and Golf Courses within 1,000 feet of the gas well pad boundary.
9. Cross reference marks or numbering system to identify all property owners of Residential Structures, Commercial Structures, Public Buildings within six hundred (600) feet of the wellhead(s).
10. Location of City of Euless city limit boundary if applicable.
11. Location of all transportation routes to the gas well pad site, including the following: (1) a list of non-TxDOT public roads to be used; and the lengths in lane miles of each non TxDOT public roads to be used to access the site.
12. Location and dimensioning of existing or proposed driveways used to access the site. See

## GAS WELL OPERATIONS PERMIT

- BOND OR LETTER OF CREDIT FOR SINGLE WELL – Principal amount of fifty thousand (\$50,000) dollars. See Article VII, Section 40-14 of the City of Euless Gas Well Drilling Ordinance for detail.
- BLANKET BOND OR LETTER OF CREDIT FOR MULTIPLE WELLS – Principal amount of one hundred fifty thousand (\$150,000) dollars for the first five (5) wells and an additional fifty thousand (\$50,000) dollars for each additional well. See Article VII, Section 40-14 of the City of Euless Gas Well Drilling Ordinance for detail.
- INSURANCE – Policies must be written by the insurer with A- class VIII or better rating by most current version of the A.M. Best Key Rating Guide. The following minimum coverages are for reference only:
  - Standard Commercial General Liability Policy – Combined Single Limit of \$1,000,000.
  - Excess or Umbrella Liability - \$5,000,000 if Operator has stand-alone EPL policy; \$10,000,000 if Operator does not have stand-alone EPL Policy.
  - Environmental Pollution Liability Coverage - \$1,000,000 per loss, annual aggregate of \$10,000,000.
  - Control of Well - \$5,000,000 per occurrence/ no aggregate or \$10,000,000 aggregate.
  - Workers Compensation and Employers Liability – Texas statutory limits on Worker’s Compensation \$500,000 per accident Employer’s Liability.
  - Automobile Liability – Combined Single Limit of \$1,000,000 for bodily injury and property damage.
- All policies shall be endorsed to read: THIS

GENERAL SUBMITTAL REQUIREMENTS	
GAS WELL PAD SITE PERMIT	GAS WELL OPERATIONS PERMIT
<p>Section 40-8(C-11) for additional information.</p> <ol style="list-style-type: none"> <li>13. Location, type and height of any fencing proposed to be used for the security of the gas well pad site during drilling operations. Note: a separate fence permit will be required prior to installation.</li> <li>14. Location and dimension of access gate.</li> <li>15. Preliminary gas well pad site layout showing the exact locations of proposed wellhead(s) and preliminary locations of any drilling, storage, and support equipment to be utilized on site. This information is only required to determine if gas well pad site will accommodate required production facility setback requirements.</li> <li>16. Impacted existing vegetation, including the removal of existing trees.</li> <li>17. Creeks and other topographic information including the limits of 100 year floodplain.</li> <li>18. Erosion control plan, Clearing and grading plan prepared by a licensed civil engineer for the site showing final drilling pad elevation. The plan shall meet the approval of the City Engineer.</li> <li>19. Post-drilling production pad fencing location, type of fencing and landscape plan. Landscape plan will include a table outlining plant material species type and number, square footage of landscaped areas and notes regarding any proposed irrigation measures.</li> <li>20. Show location of any fresh water ponds. Include dimensions, grading, lining plans and any potential pump/line locations servicing gas well pad sites.</li> </ol>	<p>POLICY WILL NOT BE CANCELLED OR NON-RENEWED WITHOUT THIRTY (30) DAYS ADVANCED WRITTEN NOTICE TO THE OWNER AND THE CITY EXCEPT WHEN THIS POLICY IS BEING CANCELLED FOR NONPAYMENT OF PREMIUM, IN WHICH CASE TEN (10) DAYS ADVANCE WRITTEN NOTICE IS REQUIRED.</p> <ol style="list-style-type: none"> <li>10. Completed Water Needs Questionnaire (included in application packet)</li> </ol> <p><b>Gas Well Operations Permit Site Plan Exhibit Requirements</b></p> <ol style="list-style-type: none"> <li>1. Plans must be drawn to a scale on a sheet size of ANSI B (11"X17"), ANSI C (18"X24"), ANSI D (24"X36") or ANSI E (36"X48")</li> <li>2. Names and addresses of current Property Owner of record and gas well Operator.</li> <li>3. Name and address, telephone number and email address of the surveyor/engineer responsible for preparing the site plan.</li> <li>4. Title block in lower right hand corner containing the name of the gas well(s) acreage of pad site and legal description of property on which the pad site is occurring.</li> <li>5. Location map showing the tract by reference to streets or highways.</li> <li>6. Date the site plan was prepared.</li> <li>7. Written scale, graphic scale and north arrow.</li> <li>8. Detailed drawing showing wellhead(s) location, and providing the specific location of all facilities and equipment for the drilling and production phases of the gas well operations. Include dimensioning of all required setbacks of equipment from wellheads and surrounding structures as required in Section 40-15 (B).</li> <li>9. A description of public utilities required during drilling and operation phases of the development.</li> <li>10. Location of all existing and proposed</li> </ol>

GENERAL SUBMITTAL REQUIREMENTS	
GAS WELL PAD SITE PERMIT	GAS WELL OPERATIONS PERMIT
	<p>underground pipelines on or adjacent to the site. Note: all pipelines located within the public right-of-way requires separate approval and a right-of-way use agreement.</p> <p>11. Response letter to Supplemental Technical Requirements Checklist (Provided in this application packet) to include appropriate responses by the Applicant/Operator/Property owner where required.</p> <p><b>Emergency and Hazardous Materials Plans</b></p> <ol style="list-style-type: none"> <li>1. Emergency Response Plan: Submit to the Fire Marshal (817) 685-1659 and Director of Planning and Development (817) 685-1637 an emergency response plan establishing written procedures to minimize any hazard resulting from drilling, completion or producing of gas wells</li> <li>2. Hazardous Materials Management Plan (HMMP) shall be on file with the Fire Marshal and the Director of Planning and additionally, all Material Safety Data Sheets (MSDS) for all hazardous materials that will be located, stored, transported and/or temporarily used on the operations site.</li> </ol>

### Water Needs Questionnaire

If the intended source of water is the City of Eules, the information provided herein will be evaluated to determine the impact on daily water system operations. If it is determined that the additional demand will restrict the City's ability to effectively distribute water to its customers, alternative provisions for water or postponement of drilling operations may be required until water system demands are reduced. In the event escalated water restrictions are implemented beyond Stage 1 of the City of Eules **Drought Contingency/Water Emergency Management Plan**, all water use for drilling is subject to suspension until the restrictions are lifted.

1. Provide a description of public utilities required during the drilling operation.

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2. Provide a description of the water source to be used during the drilling operation.

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3. How long is the entire drilling and fracturing process expected to take?

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4. Estimated water use

Estimated water usage per wellhead (million gallons) \_\_\_\_\_ Total for site: \_\_\_\_\_

Estimated rate of water use per day (million gallons/day) \_\_\_\_\_

**SUPPLEMENTAL TECHNICAL REQUIREMENTS CHECKLIST  
TO BE USED WITH GAS WELL OPERATIONS PERMIT SUBMITTALS**

1. Provide location on site where MSDS sheets will be located.
2. Provide information on how hazardous materials will be stored. Provide the following details including: container type, quantity, and secondary containment provided.
3. Provide information on any compressors to be used on site, including duration of planned use and if a permanent well head compressor is intended.
4. Confirm that only low toxicity glycols, synthetic hydrocarbon, polymers and esters will be used. If other “green” products are available, submit the information for consideration. The objective is to minimize environmental impact.
5. Confirm that drip pans or other containment devices shall be installed underneath anything that has the potential to spill or leak any hazardous or environmentally harmful liquid, semi-liquid or solid materials?
6. Provide a schematic or detail description of how power to the site be provided for the drilling operation and for the long term production pad.
7. A copy of the Emergency Response Plan must be provided to the Fire Marshal, the Inspection Services Provider and the Director of Planning and Development.
8. Provide an acknowledgement that the Operator or other responsible subcontractor understands that explosives may not be brought on site unless all requirements listed under Section 40-15 (15) of the City Codes are met.
9. Provide information on the valve arrangements to include confirmation that each well is equipped with an automatic blow out prevention valve, an emergency shut off valve to the well distribution line, and where said valve is located.
10. Provide information on any planned fire protection equipment to be maintained on site.
11. Specific fire protection requirements must be met and will be determined after evaluation of the planned tank battery arrangement, but may include a pre-piped cooling system for the tanks, extinguishment components, on site hydrant, or other features as may be determined by the fire marshal on a case by case evaluation.
12. Provide a water analysis report to the Inspection Services Provider and the City for any fresh water well located within 500 feet of the gas well.
13. Provide information on the anticipated gas monitoring system or leak detection system if the well site is within one thousand feet of an structure intended for human occupation.
14. A Hazardous Materials Management Plan must be on file with the Fire Marshal, Inspection Services Provider and Director of Planning.
15. Provide a lighting plan for the site.

16. Confirm that all diesel power plants, if any, used on site, will be equipped with a lube oil purification unit.
17. Confirm that organic solvents will not be used for cleaning purposes on the site in any manner.
18. Confirm that only lead free pipe dope will be used on site.
19. Confirm that signage as outlined in 40-15 (35) will be placed at the site. For information, additional signs will be required on any hazardous materials or tanks at the location. Specific requirements will be outlined on a site by site basis.
20. Provide information on all storage tanks to be placed on site including construction type, any specifications the tanks are designed to, primary and secondary (emergency relief valve) venting provided, flame arrestors used, the level control device used to limit the tank to 90% of capacity, the secondary containment system to be used, how the secondary containment area will be drained of rainwater and the location of shut off valves and if they are manual only or are equipped with fusible link automatic shutoffs or other safety features.
21. Provide information on the proposed remote foam application system for the tank battery.
22. Provide information on the lightning arrestor system to be used at the site.
23. Confirm that the Operator has reviewed the Technical Requirements section of the ordinance and that the Operator anticipates being able to conform with the various operational and other requirements in Section 40-15.





















