

Wells converted to irrigation use must meet current Village and County requirements.

The well water system must have:

- Steel well casing
- Pitless construction
- Upper well terminus above grade
- An easily accessible sampling point
- A permanent electrical connection
- Capability of being completely drained
- A maximum depth of 200 feet
- A minimum 15 feet setback from water mains

A private well is not subject to water conservation regulations in Village Code Section 7-10-26, if the well is posted as "Private Well."

## Village of Glen Ellyn Permit Application Requirements

Your Irrigation Well Permit Application must include:

- Completed Permit Application forms and a \$100 fee to Building Department
- Two (2) copies of your Plat of Survey
- Two (2) copies of your Site Plan showing the location of the irrigation well with relation to all other structures on the property, and potential sources of pollution (abandoned wells, septic systems, fuel tanks, etc.) within 200 feet of the well
- Two (2) copies of Shop Drawings of the proposed or existing well. The drawings should specify that RPZ valves will be installed in accordance with Village of Glen Ellyn and DuPage County Health Department requirements.
- Completed electrical load schedule
- Copy of your County Well Permit

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# Irrigation Well Guidelines

Thank you for inquiring about converting or installing an irrigation well. If you are considering alternative water sources for landscaping, this brochure will provide a brief overview of various technical requirements that will help you decide if an irrigation well will suit your needs.

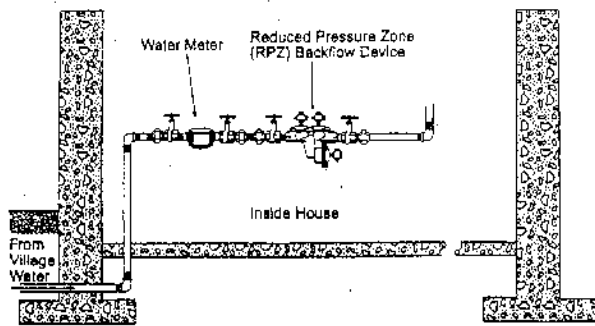
For public health and safety reasons your private well water supply must be used only for irrigation purposes. An abandoned well poses a threat of contamination to the area aquifer. Regulations regarding water supply and wells are found in the DuPage County Health Department Private Water Supply Ordinance, and the Village Code 7-10-11 through 13.

To install or convert a well, two permits are required, one from the DuPage County Health Department, and one from the Village of Glen Ellyn. The first step is to call the Village's Building Department office at 469-5000 for permit information. The County Health Department must make an inspection and verify that the well meets current standards. Their number is 620-3350.

It is important to comply with Illinois Safe Drinking Water Regulations to protect the public water supply and to avoid possible penalties for non-compliance.



DuPage County  
Health  
Department



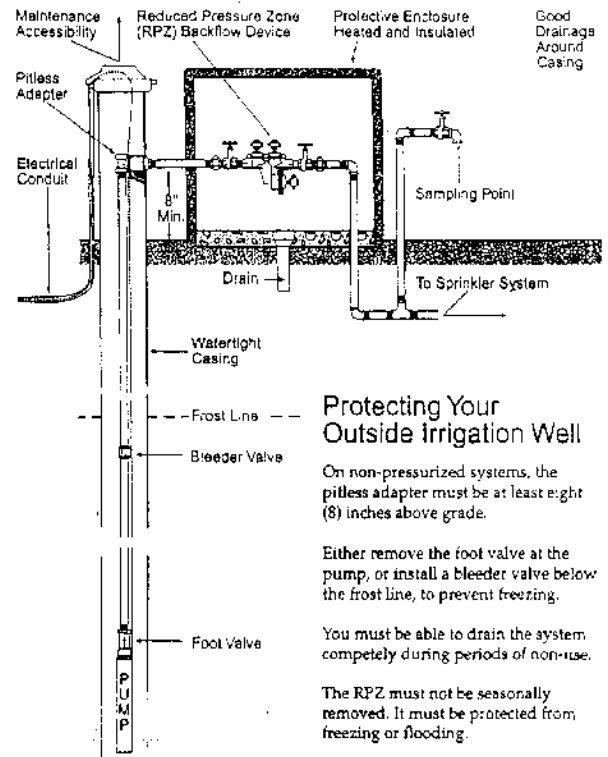
## Protecting Your Glen Ellyn Water Service

You must keep the water well supply entirely separated from the Glen Ellyn public water system. No part of the irrigation system is to enter the house for any purpose. No portion of the plumbing for the irrigation system is permitted to be connected to the plumbing system of the house.

Two Reduced Pressure Zone (RPZ) backflow preventers meeting ASSE Standard 1013 must be installed:

- On the service line connecting your home to village water
- Between the well and the irrigation water outlet

Keep your maintenance records up-to-date. You must have the potable water supply RPZ and the irrigation well RPZ backflow preventers tested prior to initial operation, and annually thereafter by a Cross-Connection Control Device Inspector (CCCDI). Yearly *Certificates of Inspection* must be sent to the Village Water Superintendent within ten days of the annual inspection date.



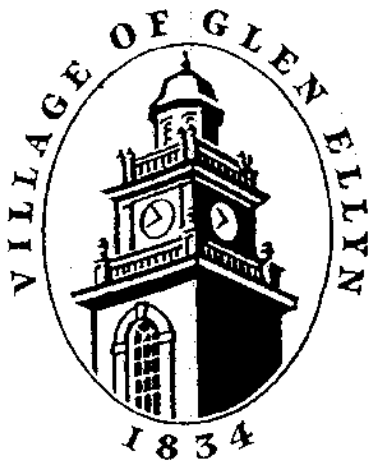
## Protecting Your Outside Irrigation Well

On non-pressurized systems, the pitless adapter must be at least eight (8) inches above grade.

Either remove the foot valve at the pump, or install a bleeder valve below the frost line, to prevent freezing.

You must be able to drain the system completely during periods of non-use.

The RPZ must not be seasonally removed. It must be protected from freezing or flooding.



# Existing Well Conversion to Irrigation Use

Here is a summary of the process:

Review our *Irrigation Well Guidelines* brochure and Village ordinance. These are available by calling our Planning & Development Department at 469-5000.

Contact the DuPage County Health Department, Lombard Office (tel. 620-3350), requesting a site inspection and a *Private Well Status Report*.

You will receive either a preliminary Village authorization to proceed with your permit applications, or notification that your well must be sealed after you connect to public water.

## 1. Inquiry

Property owner approaches Village to annex. The Planning and Development Department sends the property owner a letter with a packet of information, including this sheet, the Village ordinance, and the brochure, *Irrigation Well Guidelines*.

## 2. Notification

The Village Planning and Development Department notifies, by copy of the letter noted above, the DuPage County Health Department, the Village Building Department and Public Works Water Division, of the name and address of the property owner wishing to tie into Glen Ellyn water and who may be interested in converting his existing well.

## 3. Site Visit Appointment

Property owner must call the DuPage County Health Department (Lombard Office) for a site visit appointment.

## 4. Preliminary Authorization

The County Health Department performs a site visit to the property to inspect the existing well and verify feasibility of converting the well to one for irrigation purposes. It may not be feasible to upgrade the well to current code for a variety of reasons (isolation distances, casing material, depth, overhead obstructions, etc.).

## 5. Status Report

After the site visit, the County Health Department will provide, in writing, both the property owner and the Village Building Department with a Private Well Status Report. If conversion is not feasible, the property owner must seal the well. The Village Building Department

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will notify both the Planning and Development Department and the Village Water Division of County determination. If conversion is feasible, after receiving the County Private Well Status Report, the Village Water Division notifies the County Health Department and the property owner that the Village will either approve a preliminary permit request, or the Village will deny such a request.

## 6. Apply for County Permit

If preliminary approval is granted by the Village, the property owner (if he or she wishes to go ahead with the well conversion) applies for a permit from the County. No fee required.

## 7. Apply for Village Permit

After the property owner obtains the County well permit, property owner applies to the Village Building Department for an irrigation well permit. Application must include a copy of the permit issued by the County, information required by the Village, as well as payment of the Village fee.

## 8. Water Division Authorization

The Building Department notifies the Water Division and receives the superintendent's signature authorization on the permit form.

## 9. Village Permit Issued

Building Department issues the permit. The permit includes information that well work must include Reduced Pressure Zone (RPZ) devices on both house plumbing and irrigation well. Owner instructed that at time of Village's inspection of the separation of public and private water supplies, property owner must supply RPZ certificates from a licensed Cross Connection Control Device Inspector (CCCDI) indicating that the backflow preventers are certified for use.

## 10. Well Converted

Property owner has the well converted.

## 11. Village Inspection

Village inspects the work. Village provides written notice to the County Health Department that well has been converted, RPZ certificates are authentic and that the separation of public and private water supplies meets requirements. Village establishes renewal date for the RPZ annual inspection certifications for the well.

## 12. County Inspection

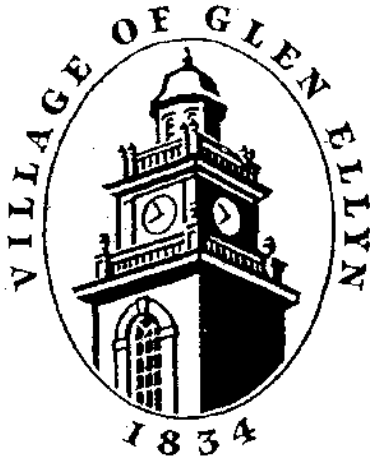
DuPage County Health Department confirms installation of RPZ unit on well and satisfactory water sample. County sends Village Building Department copy of Status Report showing file closed.

Get a permit from the DuPage County Health Department to convert you well for irrigation use. This is usually handled by the licensed well driller that you choose to do the work.

Get a permit from the Village Building Department to maintain an irrigation well.

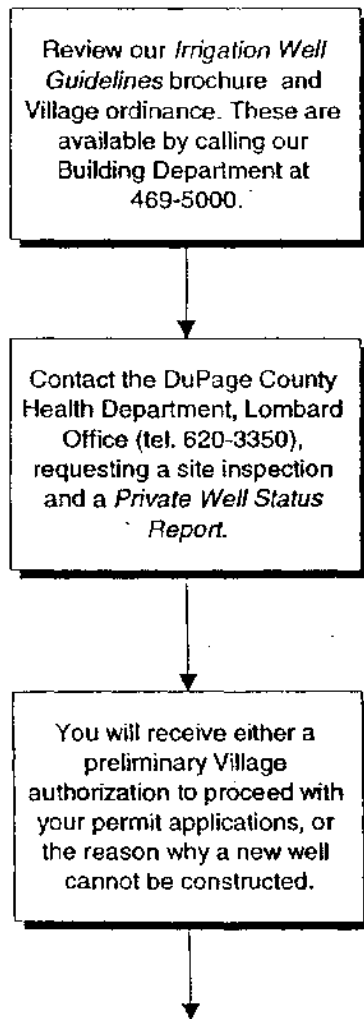
Call the County (620-3350) and the Village (469-6756) for water sampling and inspections of the completed work.

Renew your RPZ inspection certifications annually.



# Installing a New Well for Irrigation Use

Here is a summary of the process:



## 1. Inquiry

Property owner inquires at Village Building Department about irrigation well permit. Village sends the property owner a letter with a packet of information, including this sheet, the Village ordinance, and the brochure, *Irrigation Well Guidelines*.

## 2. Notification

The Village Building Department notifies, by copy of the letter noted above, the DuPage County Health Department, and the Public Works water division, of the name and address of the property owner interested in installing a well.

## 3. Site Visit Appointment

Property owner must call the DuPage County Health Department (Lombard office) for a site visit appointment.

## 4. Preliminary Authorization

The County Health Department performs a site visit to the property to inspect the site and verify feasibility of installing an irrigation well.

## 5. Status Report

After the site visit, the County Health Department will notify, in writing, both the property owner and the Village Building Department with a Private Well Status Report. The Village Building Department will notify the Village Water Division of County determination. After receiving the County Private Well Status Report, the Village Water Division notifies the County Health Department and the property owner, in writing, that the Village will either approve a preliminary permit request or the Village will deny such a request.

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## 6. Apply for County Permit

If preliminary approval is granted by the Village, the property owner (if he or she wishes to go ahead with the well installation) applies for a permit from the County. The County charges a \$100 permit fee for new wells.

## 7. Apply for Village Permit

After the property owner obtains the County well permit, property owner applies to the Village Building Department for an irrigation well permit. Application must include a copy of the permit issued by the County, information required by the Village, as well as payment of the Village fee.

## 8. Water Division Authorization

The Building Department notifies the water division and receives the water superintendent's signature authorization on the permit form.

## 9. Village Permit Issued

Building Department issues the permit. The permit includes information that well work must include Reduced Pressure Zone (RPZ) devices on both house plumbing and irrigation well. Owner instructed that at time of Village's inspection of the separation of public and private water supplies, property owner must supply RPZ certificates from a licensed Cross Connection Control Device Inspector (CCCDI) indicating that the backflow preventers are certified for use.

## 10. Well Installed

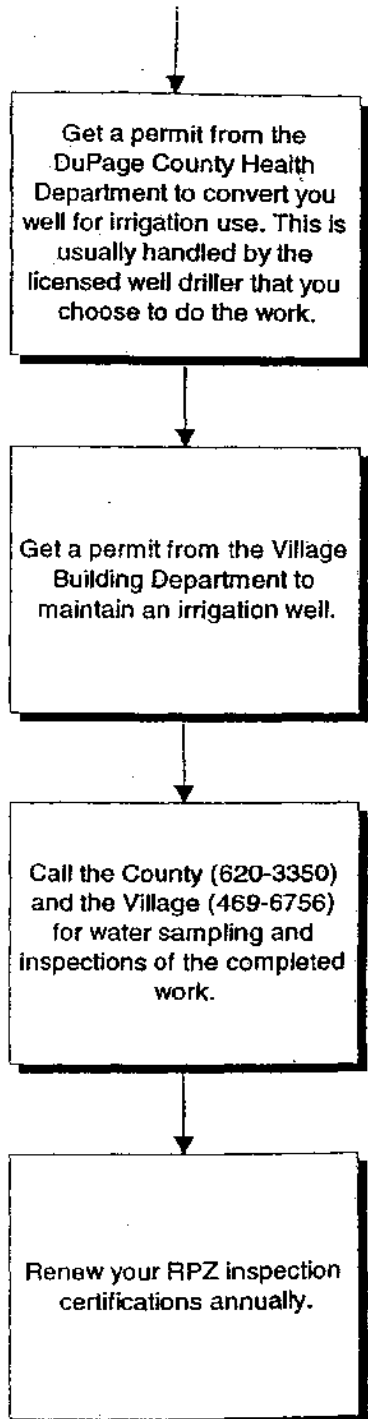
Property owner has the well installed.

## 11. Village Inspection

Village inspects the work. Village notifies, in writing, County Health Department that well has been installed, RPZ certificates authentic and the separation of public and private water supplies meets requirements. Village establishes renewal date for the RPZ annual inspection certifications for the well.

## 12. County Inspection

DuPage County Health Department confirms installation of RPZ unit on well and satisfactory water sample. County sends Village Building Department copy of status report showing file closed.





# Well Sealing

## 1. Inquiry

Property owner approaches Village to annex. The Planning and Development Department sends the property owner a letter with a packet of information, including this sheet, the Village ordinance, and the brochure: *Irrigation Well Guidelines*.

## 2. Health Department Evaluation

Property owner contacts the DuPage County Health Department (1111 East Jackson Street, Lombard, IL 60148; TEL 620-3350) to request a Private Well Status Report for a property converting to public water.

## 3. Apply for Village Permit

Property owner applies to the Village Building Department for a water connection permit. Application must include the Health Department's Status Report, information required by the Village, and payment of the Village fee.

## 4. Water Division Authorization

The Building Department notifies the Water Division and receives the superintendent's signature authorization on the permit form.

## 5. Notification

The Village Planning and Development Department notifies the DuPage County Health Department, the Village Building Department and the Public Works Water Division, of the name and address of the property owner wishing to connect to Glen Ellyn water.

## 6. Village Permit Issued

Building Department issues the permit. The permit includes information that the private well must be sealed by a licensed well driller within 30 days following connection to the Village water supply.

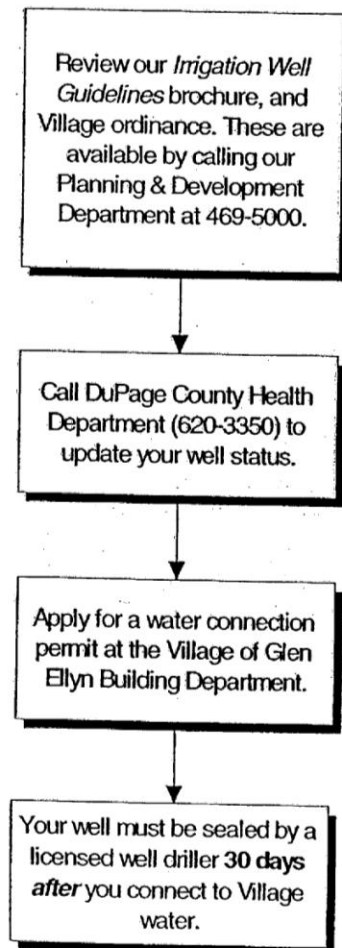
## 7. Village Inspection

Village inspects the installation of the service line from the Village water supply. Village provides written notice to the County Health Department specifying the date of their final inspection.

## 8. County Inspection

The homeowner or a licensed well driller must notify the DuPage County Health Department two days in advance of the well sealing date to schedule an inspection. A County Sanitarian will collect data during the well sealing, update property records, and advise the Village of the well status.

Here is a summary of the process:



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## Typical Sealing of a Shallow Well in the Glen Ellyn Area

Call the DuPage County Health Department to observe the sealing of your well.

A homeowner can seal his or her own well, but due to the specialized equipment involved, most people hire a licensed well driller.

After removing the pump, piping and electrical components from a well, water measurements are taken.

Chlorine is used to disinfect the well.

Pea gravel and bentonite chips go into the well to reconstruct the geological formations and create a tight seal.

The well casing is cut below the ground surface.

The well driller completes an affidavit describing the well's specifications.

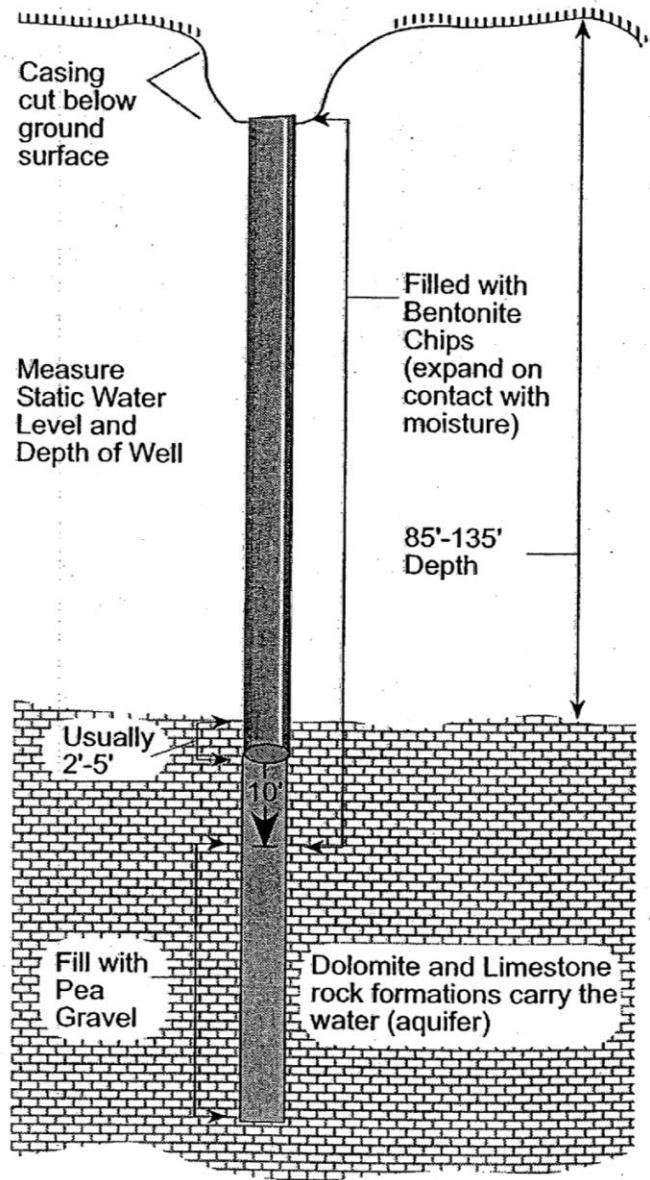
When the inspection is complete, the Sanitarian from the DuPage County Health Department updates your property records.

For more information, contact the:

DuPage County Health Department  
Lombard Public Health Center  
1111 East Jackson Street  
Lombard, IL 60148

Telephone: 630-620-3350

 **DuPage County  
Health  
Department**  
Environmental Health Services



Abandoned, unsealed wells are routes of pollution to the aquifer

Sealed wells restore the geological conditions that existed before the well was drilled