

Monitoring Well Program (MWP)
County of San Diego Department of Environmental Health
Land and Water Quality Division

3. Monitoring Well Program Log Submission¹

Within 60 days after construction or destruction of wells, or drilling of borings, a report with the following information must be submitted to the County of San Diego, Department of Environmental Health, Monitoring Well Permit Desk. The preferred method of submittal is electronic via the following email address: MonitoringWells.DEH@sdcounty.ca.gov. The report can also be hand delivered to 5500 Overland Avenue, Suite 110, San Diego, CA 92123 or mailed to P.O. Box 129261, San Diego, CA 92112-9261.

A. For Well and Boring Installations:

- (1) Location and identification of property by:
 - Site name and address
 - Assessor's parcel number
 - Establishment number (H#), if any
 - Well permit number
- (2) A detailed plot plan, drawn to scale, showing location of the site and nearest cross streets, property boundary lines, existing improvements such as USTs, piping, and/or utilities, and the location of all wells and borings, both existing and proposed.
- (3) A detailed log for each well/boring describing the density, moisture content, color, grain size distribution, and character of all lithologic units penetrated. The log must include:
 - Depth of first groundwater
 - Static water level in the completed well(s)
 - Date of measurement
 - Field vapor readings
 - Diameter of boring(s) well(s)
- (4) A detailed "as-built" well construction diagram with type of casing, screened interval, screen slot size, type of filter pack, location, and surveyed well elevations and locations. Surveying must be performed by an appropriately licensed professional and meet the accuracy requirements of CCR Title 23, Division 3, Chapter 30, Section 3893 (1) Electronic Submittal of Reports (Geotracker Electronic Submittal Requirements)². For borings, indicate the types and amounts in (cubic feet) of sealing materials used to backfill each borehole.
- (5) The types and amounts, in cubic feet, of well materials used or a statement that the well(s) were constructed in compliance with the proposed construction, as approved on the permit.
- (6) A grain-size analysis of the lithologic unit or units that represent soils adjacent to the perforated portion of the well, if performed.
- (7) All laboratory analysis data and the chain of custody, unless there is an open clean-up case with DEH, DTSC, or RWQCB. Note: The MWP reserves the right to request laboratory analysis data for any open clean-up case.
- (8) All well construction and boring reports must have the original signature of the registered professional and/or their seal as required by the Business and Professions Code. The RG, CEG, RCE, or CHG is responsible for the accuracy and completeness of the logs and accompanying data.
- (9) The California Department of Water Resources Well Completion Report.

¹ SAM Manual, Section 5, pg. 5 & 6

B. For Well Destructions:

- (1) Provide a detailed site plan, as outlined in Section 5.II.E.4.a. (2), drawn to scale, and giving accurate locations of all wells and borings with well identification numbers.
- (2) Include the location of the site by:
 - Site name and address
 - Assessor's parcel number
 - Well permit number and/or establishment number
- (3) Documentation of well destruction must include:
 - A description of how the wells were destroyed. The wells must be destroyed in accordance with the California Well Standards Bulletins and the County of San Diego Code of Regulatory Ordinances.
 - A description of the type of sealing materials and volume (cubic feet) of materials used to destroy the well.
 - Date the work was started and the date the work was completed.
 - If a registered professional signed the MWP application, then the Well Destruction Report must be properly signed by a registered professional. If a registered professional did not sign the MWP application, then the Well Destruction Report must be signed by the C57 licensed contractor.
 - The California Department of Water Resources Well Completion Report.

For questions or assistance please contact the Monitoring Well Program Duty Desk at (858) 505-6688.