



**Application Checklist to Amend an Existing Permit  
To Perform Exploration Drilling, Completion and Production Operations  
Revised 12/22/2020**

<b>Date of Application:</b>	
<b>Padsite Name:</b>	
<b>Operator Name:</b>	
<b>County:</b>	
<b>Is this padsite in the City limits or ETJ?</b>	
<b>Number of Wells Proposed:</b>	
<b>Classification of Original Permit Issued and Date</b>	

Address of the padsite: \_\_\_\_\_

Location in feet to nearest protected use and address of protected use and how this information was obtained: \_\_\_\_\_

- Exhibit 'B', Security:** Identify the security instrument that will be assigned to each additional well bore.
- Exhibit 'C', Insurance:** Provide a copy of the current Certificate of Liability Insurance as required under the Ordinance.
  - Coverage shall be a minimum combined single limit of one million dollars (\$1,000,000) per occurrence location for bodily injury and property damage.
  - If operator has a stand-alone environmental pollution liability (EPL) policy, than five million dollars (\$5,000,000) excess is required.
  - If operator does not have a stand-alone policy, than the operator must maintain a ten million dollar (\$10,000,000) excess policy.
  - Operator shall maintain coverage of at least one million dollars (\$1,000,000) per loss, with an annual aggregate of at least ten million dollars (\$10,000,000) in environmental pollution liability coverage.
  - Employer liability shall be a minimum of five hundred thousand dollars (\$500,000) per accident.
  - Combined single limit of one million dollars (\$1,000,000) per occurrence for bodily injury and property damage.
- Exhibit 'D', RCDP:** **Approved copy of the Railroad Commission Drilling Permit that states that Grand Prairie is the nearest town (TRC Form W-1 #14) 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.

- **Exhibit ‘E’, TCEQ Form:** Copy of the signed, dated and processed TCEQ – Depth of Useable Quality Ground Water Surface Casing Form with the depth of the casing point assigned for each well bore.
- **Exhibit ‘F’, Survey:** Certified survey plat of the surface location, penetration point and bottom hole location of the well bore. Include the (X, Y) coordinate points in NAD 1983 State Plane Texas North Central FIPS 4202 Feet projection and show the existing or proposed access routes to the pad sites. Survey must include documented distance to nearest protected use.
- **Exhibit ‘G’, Lease Boundary:** Provide an accurate legal description and plat of the mineral lease boundary. The mineral lease boundary plat may be included on the survey plat.
- **Exhibit ‘H’, Transportation Route:** Provide a map of the proposed transportation route for equipment, chemicals or waste products used or produced by the site operations. The map must be submitted in PDF format using an established legible map. The map must provide the location of the exit signage. For more information, contact Daon Stephens at (972) 237-8319.
- **Exhibit ‘I’, Video:** Provide a video, submitted on a DVD disk that plays on a standard DVD player, recording of the road conditions that exist prior to operations along the proposed transportation route.
- **Exhibit ‘J’, Structures:** Location and description of all surface improvements and structures within 600 feet of each well bore.
- **Exhibit ‘M’, Drill Site Plan:** Site plan of proposed drilling and completing operations showing the location of all improvements, equipment, location of the proposed well bore and other facilities, including, but not limited to, tanks, pipelines, compressors, separators and storage sheds. Include specific details on the projected location of the major components of the drilling site, impacted vegetation, creeks and other topographic features, adjacent building and other structures and the measured distance from the well site to these buildings and structures, temporary and permanent fencing and landscaping.
- **Exhibit ‘N’, Production Site Plan:** Site plan of proposed production operations with wellhead, separators, tanks, meters, pipelines, compressors and storage sheds.
- **Exhibit ‘X’, Driveway Approach Design:** Provide a copy of the building permit showing the City specification for the driveway design.
- **Exhibit ‘Y’, Private Road Design:** Provide a copy of the private road design and materials to be used in the design.
- **Exhibit ‘Z’, Waste Disposal Plan:** Include all waste contractors and licenses, if applicable, for solid waste, flow back, water, and any other wastes produced on site.
- **Exhibit ‘AA’, Private Water Well Report:** Include a report of all private wells located within 1,000 feet and all analysis as required.
- **Exhibit ‘BB’, - Leak Detection and Compliance Plan:** Include a copy of the plan that detailing the specific elements as outlined in Section 13-505 (c) (35).

- **Exhibit ‘CC’ – Pipeline Map:** Include a map indicating the location of the nearest gathering stations and the alignment of the pipelines connecting the Operation Site to the Gathering Stations.
- **Exhibit ‘DD’ – Vector Control Plan:** If a frac pond is planned, a plan that details vector control activities.
- **Exhibit ‘EE’ – Fracture Pond Plan:** Provide an Engineering Storm Water Plan for the fracture pond plan if the pond is to be located on-site that is in compliance with the current Storm Water Drainage Manual.

**City staff:**

**Application Fee Paid \$** \_\_\_\_\_

**Road Damage Assessment Fee: \$** \_\_\_\_\_

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

**Fee Paid: \$** \_\_\_\_\_

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

**Date:** \_\_\_\_\_

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

\* Please be advised that an inspection by City staff is required prior to the issuance of an amended permit. Padsites must meet all current City ordinance requirements and be in compliance with the Erosion Control Plan.