



## Thurston County Environmental Health Division

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<http://www.co.thurston.wa.us/health/ehadm>

## LOCATING OR RECREATING A WATER WELL REPORT FACT SHEET

Thurston County must assess well construction and capacity as part of the demonstration of water availability required of Article III of the Thurston County Sanitary Code for most building applications. The official **Water Well Report** completed by the well driller at the time the well was drilled generally contains the information Thurston County staff need to determine whether well construction and capacity meet standards. Applicants for building site approval and a Certificate of Water Availability are instructed to submit this report to Thurston County. Occasionally, applicants find that the **Water Well Report** for an existing well is not easy to locate or may not exist.

This fact sheet is provided to assist applicants to locate or recreate a **Water Well Report** and the information needed to demonstrate adequate well construction and capacity.

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### HOW TO SEARCH FOR A WATER WELL REPORT

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1. Check homeowner records. You may locate the Water Well Report among them. If not, look for a receipt or bid that contains the name of the drilling company and contact the company to request a copy of the Report.
2. Visit <http://apps.ecy.wa.gov/wellog/> This Washington Department of Ecology website is an on-line well log viewer, with search capacity. You can look for a Water Well Report using the well owner's name, well location, well completion date, or other criteria. Many, but not all, Water Well Reports are in this database.
3. Review Geology and Ground-Water Resources of Thurston County, WA Volume 1, USGS 1961. This volume is available to the public from 8-5 weekdays at the Washington State Library and contains some Water Well Reports for wells constructed in 1960 or earlier. Washington State Library: Point Plaza East 6880 Capitol Blvd Tumwater, (360) 704-5200, email [askalibrarian@sos.wa.gov](mailto:askalibrarian@sos.wa.gov).
4. If you don't know the name of the company that drilled the well, check pump house notations. Drillers and pump repair companies often leave stickers or notes in the pump house after working on wells or water system components. Many drilling companies and pump repair companies maintain old records and may be able to provide information to help in your search, or a copy of the report itself.
5. If you don't know who owned the property in the past, check Thurston County Assessor's Office records. Knowing the name of the property owner at the time the property was developed, when the well was likely drilled, and the date of property development may be valuable when looking for well records. Thurston County Courthouse Complex, Building 1, Room 127, 2000 Lakeridge Dr SW, Olympia, WA 98502, (360) 867-2200. Some ownership information may be available via the Assessor's Office website at [http://tcproperty.co.thurston.wa.us/propsql/front\\_s.asp](http://tcproperty.co.thurston.wa.us/propsql/front_s.asp)
6. As a last resort, check Thurston County building records to seek information about construction activities. Building records may include information on well construction and should include the name of the property owner at the time of construction. Building records are available through the Thurston County Permit Assistance Center, 2000 Lakeridge Drive SW, Building 1, 2nd Floor, Olympia, WA 98502, (360) 786-5490, email [permit@co.thurston.wa.us](mailto:permit@co.thurston.wa.us)

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### HOW TO GET INFORMATION IF YOU ARE UNABLE TO LOCATE A WATER WELL REPORT

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Well construction and capacity information can be recreated if you are unsuccessful in your search and no record of the well can be located. Contact a licensed well driller and arrange to have the well inspected and tested for capacity. Well drillers are listed in the yellow pages of the phone book and generally charge a fee for this service. Attached is a sample copy of the **Water Well Report** the well driller will complete for an existing well that is then submitted to Thurston County when an original report is unavailable.

