

This tutorial is one of a series on using COGCC website. See the "Permits Help" and "Help" pages for additional tutorials.

To make a complaint about an existing well, go to the "Complaints" page. COGCC staff may be reached by phone 8 am to 5 pm, Monday thru Friday, 303-894-2100.

Locating the Application to Review

To submit comments on a pending Oil and Gas Location Assessment (Form 2A) or Application for Permit To Drill (Form 2) go to COGCC website cogcc.state.co.us

Click on **Permits** link in the menu bar.



The [Permits Search](#) page will open.

The Form 2A Location Assessment identifies and evaluates proposed mitigation measures. This form is therefore applicable for many public comments. Comments may be submitted on the Form 2 also, and the process of making comments is the same for either form.

❖ To review the application and make comments, select the **county of interest** from the drop down menu for pending applications or location assessments.

❖ Click **"Go!"**

COGIS- Search for Drilling Permits (Form 2) and Oil & Gas Location Assessment Permits (Form 2A)

ALL PENDING PERMIT APPLICATIONS
 List of pending applications includes links to eForms for Public Comments, submitted documents, and map location for each application.

Pending Applications for Permits to Drill (Form 2) for: County

Pending Applications for Location Assessment Permits (Form 2A) for: County

PERMITS APPROVED WITHIN THE LAST 12 MONTHS
 List of approved permits includes links to Scout Card and File for each well and location.

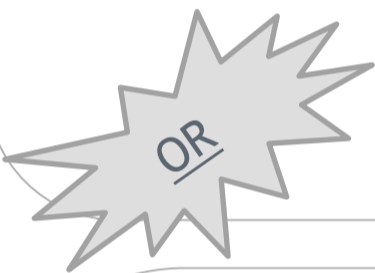
Approved Drilling Permits(Form 2) for: County

Approved Location Assessment Permits (Form 2A) for: County

The [Permits Search Results](#) page will open. The look of the page will depend on the results of the search.

Option One
 No Permits

- If you believe an application has been filed and the message below appears, it is possible that:
- ❖ The application has not yet been filed with COGCC. A 30-day pre-application notice may have been provided by the operator to adjacent building unit owners.
 - ❖ An application has been submitted to a local jurisdiction, but not yet filed with COGCC.
 - ❖ The application is still under initial COGCC review for completeness, and not yet posted to the COGCC website,
 - ❖ The application is no longer in pending status - it was either approved or removed from processing



COGIS - Pending Location Assessment Permits

There are no permits for County

Option Two
 Permit List

The **permit list** includes a number of data fields. See the tutorial "Viewing Application Materials" for more information on this table.

- ❖ The permit application resides in COGCC eForm database. The document number in the *Status* column is the link to the eForm Dashboard.
- ❖ Comments are made from the eForm Dashboard. Click the nine-digit **Document Number** link to proceed with submitting comments.

COGIS - Pending Location Assessment Permits

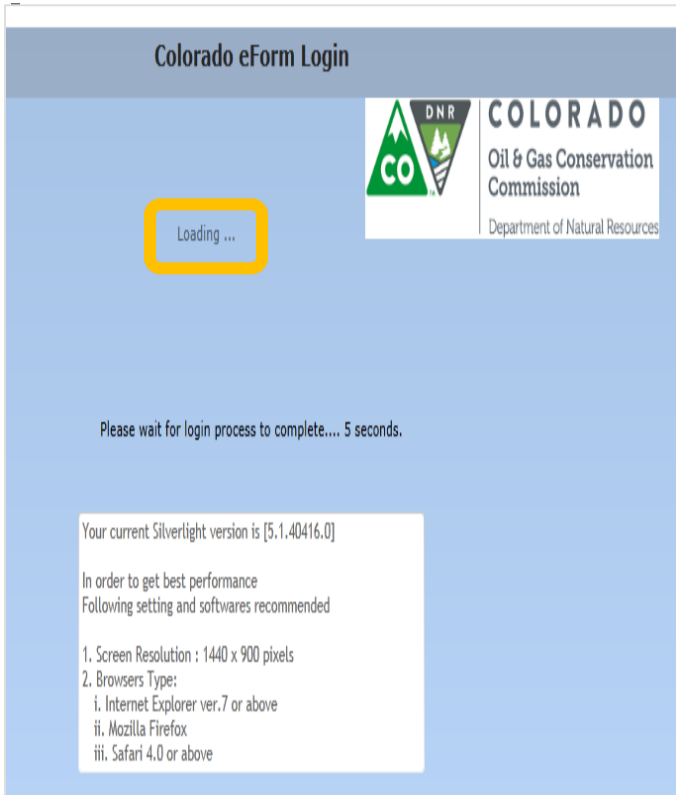
You Requested Permits for: WELD County

Received Posted	Operator Name Number	Operator Contact	Contact Phone	Status	Status Date	Type of Permit	Location Name/Number	Size of Location	Location
12/09/2014 06/16/2015	EOG RESOURCES INC 27742	Mickenzie Larsen	(435) 781-5000	IN PROCESS 400748712	06/16/2015	New Location	Fox Creek 500-3422H	8 Acres	NENE 34 12N 63W
04/07/2015 06/16/2015	KERR MCGEE OIL & GAS ONSHORE LP 47120	CRAIG RICHARDSON	(720) 929-6092	IN PROCESS 400821362	06/16/2015	New Location	MEGUIRE 3N-16HZ	7 Acres	SENW 21 2N 65W
03/03/2015	KERR MCGEE OIL & GAS ONSHORE LP			ON HOLD			BOWERS		

Accessing eForms (COGCC electronic forms management system)

The eForms log-in screen will appear

The eForms Dashboard screen will open automatically. No password or user ID is required. This should only take a few seconds. **Wait** for the process to complete!



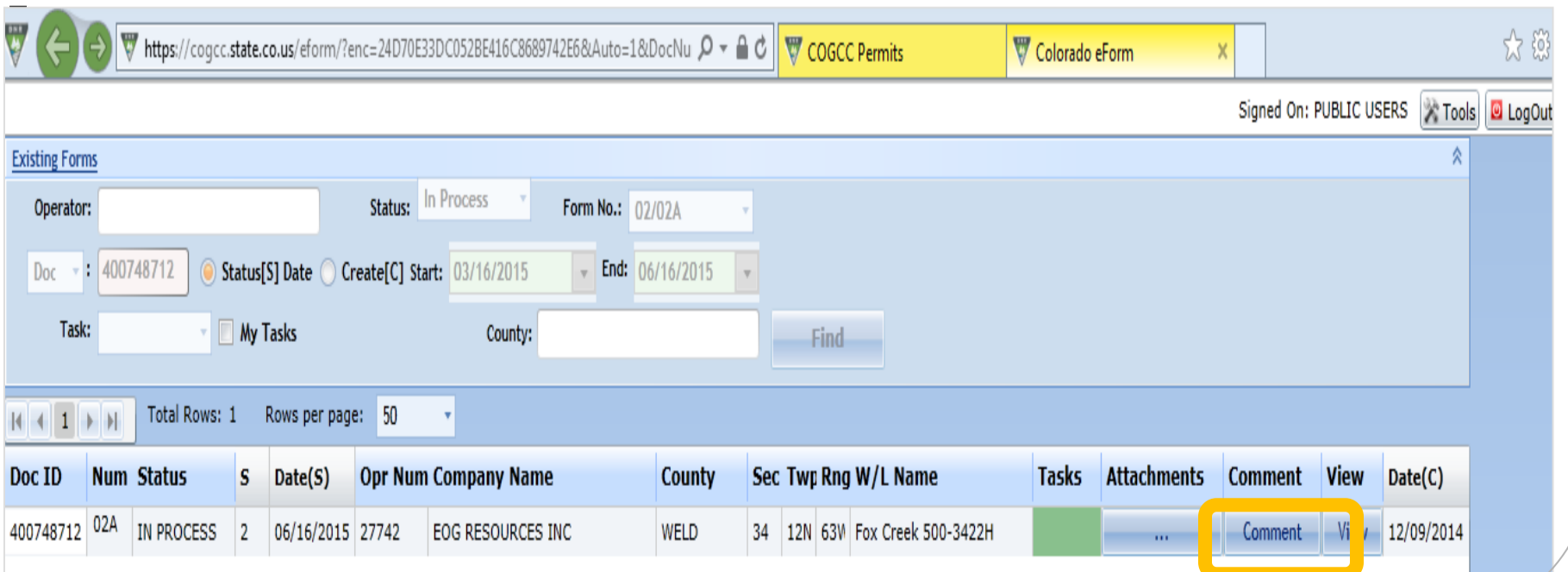
IF a message about Silverlight software appears instead of the eForms Log-in Screen, you may be using an incompatible browser.

 Go to the Silverlight tutorial on the “Permits Help” page for instructions on verifying your browser compatibility, downloading and installing Silverlight software.

The eForms Dashboard will open.

The Dashboard allows access to the application and to associated documents and information. See the tutorial “Viewing Application Materials” for instructions on viewing the application form and associated documents.

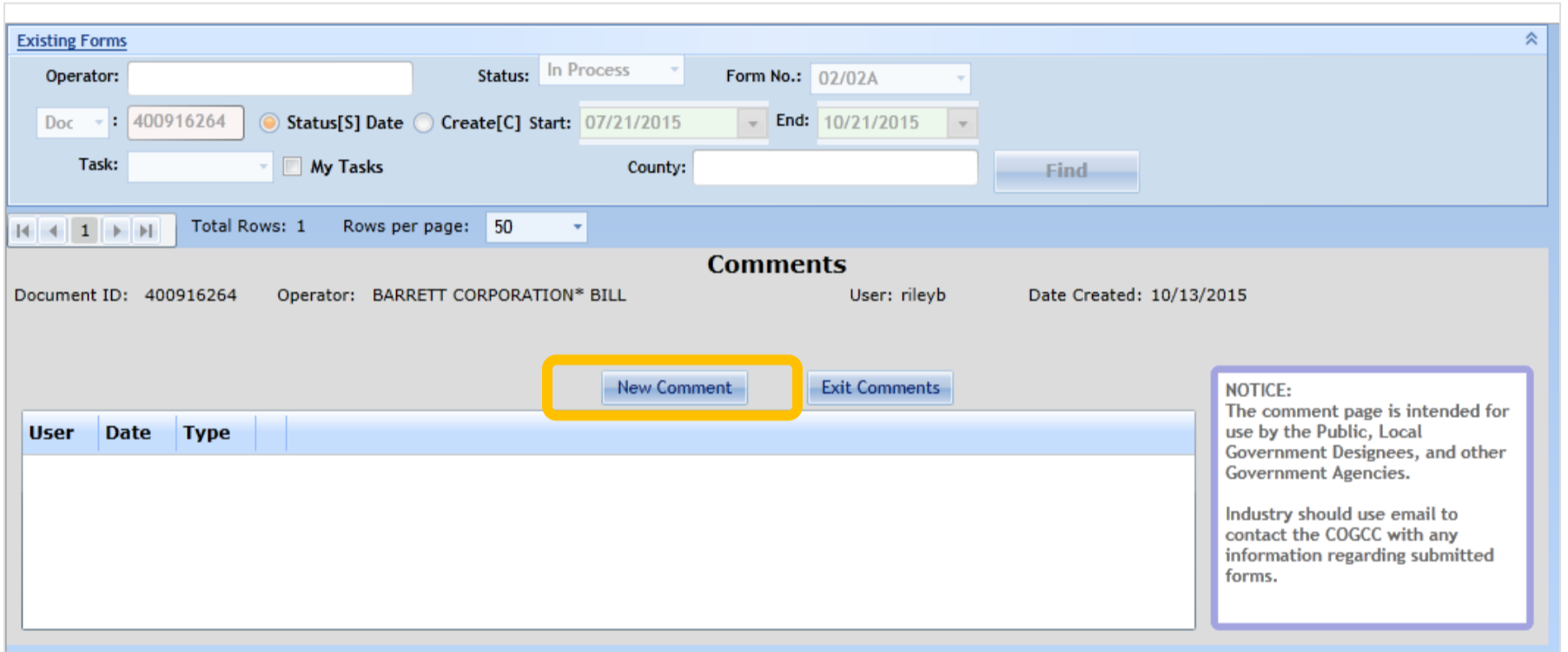
Click **Comment** on the eForm dashboard to open the comment screen.



Accessing the Comment Page

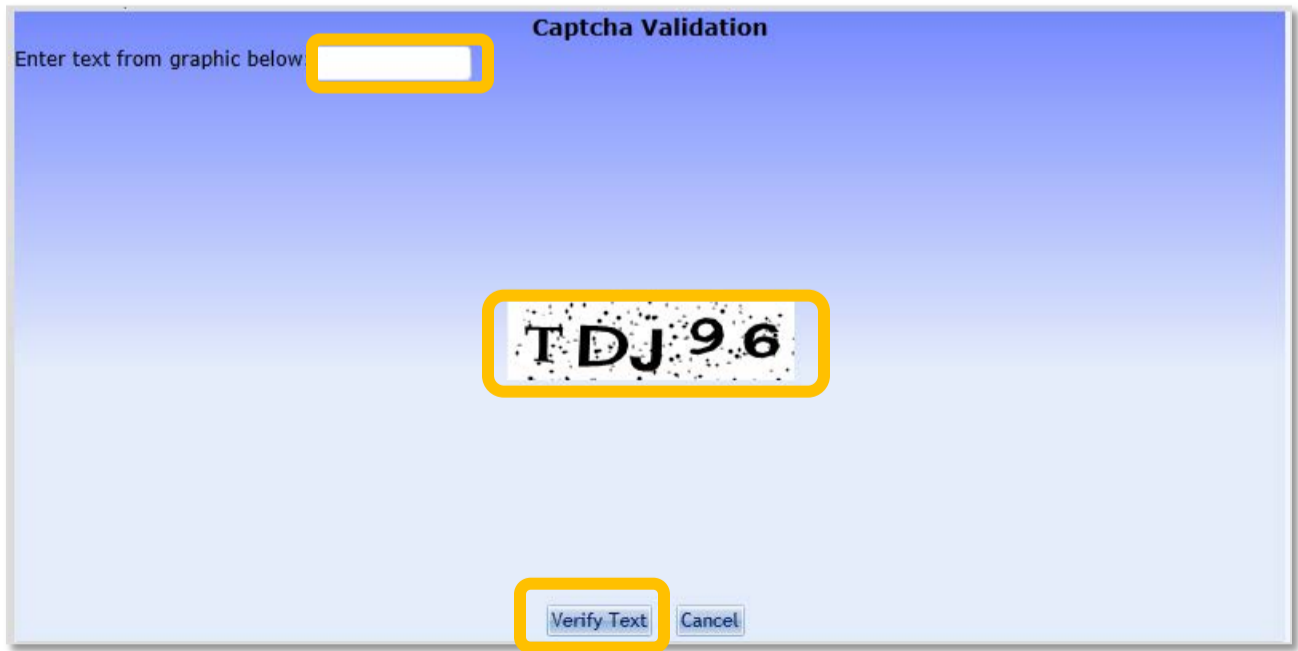
The Comment Access page will open.

Click **New Comment** button. If the New Comment button is gray (not active) then the public comment period has expired and additional comments will not be taken on the application in process.



A Captcha Validation page will open.

Enter the text as displayed and press the **Verify Text** button.



Entering A Comment

The Comment Entry page will open.

You may enter **your comments** by using the keyboard "cut and paste" feature from a word processing program, or you may type directly into the form.

Name, email and Phone # are optional but may be used by COGCC for follow-up purposes. This information is not accessible to other public users.

You may chose to **save**, which will submit the comment, or you may **cancel** which will delete the comment.

The Confirmation pop-up.

Comments submitted will not be immediately visible; it may be two or three days for you to see your comment. This delay allows COGCC supervisory staff to screen for offensive language prior to publication.

Click **OK** to confirm your entry.



Completing the Process

Exiting eForms

At the comment screen, click **Exit Comments** to be taken back to the dashboard where you can close the "Colorado eForm" page .

In three or four days, return to the Comment Screen to verify that your **comment** has been posted.

COGCC staff will review and evaluate all comments and recommend permit conditions as appropriate. Staff does not routinely respond individually to comments.

Existing Forms

Operator: [] Status: In Process Form No.: 02/02A

Doc #: 400788543 Status[S] Date Create[C] Start: 03/22/2015 End: 06/22/2015

Task: [] My Tasks County: [] Find

Comments

Document ID: 400788543 Operator: GREAT WESTERN OPERATING COMPANY LLC User: cfiddes Date Created: 02/09/2015

New Comment Exit Comments

User	Date	Type
gstevens	06/15/2015	LGD

Subject: Kortum LD Pad Site

Great Western Operating must have an approved Memorandum of Understanding (MOU) on file prior to the approval of this application.

NOTICE:
 The comment page is intended for use by the Public, Local Government Designees, and other Government Agencies.
 Industry should use email contact the information regarding forms.

Thanks for participating in the COGCC permitting process!

cogcc.state.co.us
 303-894-2100