



State of Oregon  
 Water Resources Department  
 725 Summer Street NE, Suite A  
 Salem, Oregon 97301-1266  
 (503) 986-0900

# Application for Permit Amendment

## Part 1 of 5 – Minimum Requirements Checklist

**This permit amendment application will be returned if Parts 1 through 5 and all required attachments are not completed and included.**  
 For questions, please call (503) 986-0900, and ask for Transfer Section.

**Check all items included with this application. (N/A = Not Applicable)**

- Part 1 – Completed Minimum Requirements Checklist.
- Part 2 – Completed Application Map Checklist.
- Part 3 – Application Fee, payable by check to the Oregon Water Resources Department, and completed Fee Worksheet, page 3. Try the new online fee calculator at: [http://apps.wrd.state.or.us/apps/misc/wrd\\_fee\\_calculator](http://apps.wrd.state.or.us/apps/misc/wrd_fee_calculator). If you have questions, call Customer Service at (503) 986-0801.
- Part 4 – Completed Applicant Information and Signature.
- Part 5 – Information about Permits to be Amended: **Number of permits to be amended: 1**  
**List the Permits here: S-39599 (Attachment A)**  
 Please include a separate Part 5 for each permit. (See instructions on page 6)
- Completed Permit Amendment Application Map (Does not have to be prepared by a Certified Water Right Examiner). **(Attachment B)**
- N/A Request for Assignment Form and statutory fee. The request for assignment form has to be completed if the applicant is **not** the permit holder of record and needs to be assigned to the permit; **or** the landowner of the proposed place of use is **not** the permit holder of record and needs to be assigned to the permit (the Request for Assignment Form is available online at <https://www.oregon.gov/OWRD/Forms/Pages/default.aspx>). Assignment is not needed if the applicant is the permit holder of record.
- N/A Affidavit(s) of Consent are required from all permit holder(s) of record if the permit is not assigned to the applicant **or** other permit holders of record that are not listed as applicants.
- N/A Oregon Water Resources Department's Land Use Information Form with approval and signature (or signed land use form receipt stub) from each local land use authority in which water is to be diverted, conveyed, and/or used. Not required if water is to be diverted, conveyed, and/or used only on federal lands or if **all** of the following apply: a) a change in place of use only, b) no structural changes, c) the use of water is for irrigation only, and d) the use is located within an irrigation district or an exclusive farm use zone. **(Attachment C)**
- N/A Water Well Report/Well Log for changes in point(s) of appropriation (well(s)) or additional point(s) of appropriation.
- N/A Geologist Report for a change from a surface water point of diversion to a ground water point of appropriation (well), if the proposed well is more than 500 feet from the surface water source and more than 1000 feet upstream or downstream from the point of diversion. (ORS 540.531(2) or (3)).

**(For Staff Use Only)**

**WE ARE RETURNING YOUR APPLICATION FOR THE FOLLOWING REASON(S):**

<input type="checkbox"/> Application fee not enclosed/insufficient	<input type="checkbox"/> Map not included or incomplete
<input type="checkbox"/> Land Use Form not enclosed or incomplete	<input type="checkbox"/> Part _____ is incomplete
<input type="checkbox"/> Additional signature(s) required	
Other/Explanation _____	
Staff: _____ 503-986-0 _____	Date: ____/____/____

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## Part 2 of 5 – Permit Amendment Map Checklist

Your permit amendment application will be returned if any of the map requirements listed below are not met.

Please be sure that the map you submit includes all the items listed below and meets the requirements of OAR 690-380-3100, however, the map does not have to be prepared by a Certified Water Right Examiner. Check all boxes that apply.

- N/A If **more than three** permits are involved, separate maps for each permit.
- Permanent quality printed with dark ink on good quality paper.
- The size of the map can be 8½ x 11 inches, 8½ x 14 inches, 11 x 17 inches, or up to 30 x 30 inches. For 30 x 30 inch maps, one extra copy is required.
- A north arrow, a legend, and scale.
- The scale of the map must be: 1 inch = 400 feet, 1 inch = 1,320 feet, the scale of the county assessor map if the scale is not smaller than 1 inch = 1,320 feet, or a scale that has been pre-approved by the Department.
- Township, Range, Section, ¼ ¼, DLC, Government Lot, and other recognized public land survey lines.
- Tax lot boundaries (property lines) are required. Tax lot numbers are recommended.
- Major physical features including rivers and creeks showing direction of flow, lakes and reservoirs, roads, and railroads.
- Major water delivery system features from the point(s) of diversion/appropriation such as main pipelines, canals, and ditches.
- Existing place of use that includes separate hachuring for each water use permit, priority date, and use including number of acres in each quarter-quarter section, government lot, or in each quarter-quarter section as projected within government lots, donation land claims, or other recognized public land survey subdivisions. If less than the entirety of the permit is being changed, a separate hachuring is needed for the portion of the permit left unchanged.
- N/A If you are proposing a change in place of use, show the proposed place of use with hachuring that includes separate hachuring for each permit, priority date, and use including number of acres in each quarter-quarter section, government lot, or in each quarter-quarter section as projected within government lots, donation land claims, or other recognized public land survey subdivisions.
- Existing point(s) of diversion or well(s) with distance and bearing or coordinates from a recognized survey corner. This information can be found in your water use permit.
- N/A If you are proposing a change in point(s) of diversion or well(s), show the proposed location and label it clearly with distance and bearing or coordinates. If GPS coordinates are used, latitude-longitude coordinates may be expressed as either degrees-minutes-seconds with at least one digit after the decimal (example – 42°32'15.5") or degrees-decimal with five or more digits after the decimal (example – 42.53764°).



## Part 4 of 5 – Applicant Information and Signature

### Applicant Information

APPLICANT/BUSINESS NAME <b>City of Amity, Attn: Michael Thomas</b>		PHONE NO. <b>503-835-3711</b>	ADDITIONAL CONTACT NO.
ADDRESS <b>City Hall, P.O. Box 159</b>		FAX NO.	
CITY <b>Amity</b>	STATE <b>OR</b>	ZIP <b>97101</b>	E-MAIL <b>mthomas@ci.amity.or.us</b>
<b>BY PROVIDING AN E-MAIL ADDRESS, CONSENT IS GIVEN TO RECEIVE ALL CORRESPONDENCE FROM THE DEPARTMENT ELECTRONICALLY. COPIES OF THE FINAL ORDER DOCUMENTS WILL ALSO BE MAILED.</b>			

**Agent Information** – The agent is authorized to represent the applicant in all matters relating to this application.

AGENT/BUSINESS NAME <b>GSI Water Solutions, Inc., Attn: Kimberly Grigsby</b>		PHONE NO. <b>541-257-9004</b>	ADDITIONAL CONTACT NO.
ADDRESS <b>1600 SW Western Blvd., Suite 240</b>		FAX NO.	
CITY <b>Corvallis</b>	STATE <b>OR</b>	ZIP <b>97333</b>	E-MAIL <b>kgrigsby@gsiws.com</b>
<b>BY PROVIDING AN E-MAIL ADDRESS, CONSENT IS GIVEN TO RECEIVE ALL CORRESPONDENCE FROM THE DEPARTMENT ELECTRONICALLY. COPIES OF THE FINAL ORDER DOCUMENTS WILL ALSO BE MAILED.</b>			

Explain in your own words what you propose to accomplish with this permit amendment; and why:  
The Applicant is proposing to add an additional point of diversion to Permit S-39599 to allow diversion at a proposed new municipal intake.

If you need additional space, continue on a separate piece of paper and attach to the application as "Attachment 1".

Check this box if this project is fully or partially funded by the American Recovery and Reinvestment Act. (Federal stimulus dollars)

**Is the applicant the permit holder of record?**  Yes  No

If NO, include either:

- A completed assignment form (with required statutory assignment fee), assigning all or a portion of the permit to the applicant(s), **OR**
- An affidavit of consent from the permit holder(s) of record that gives permission for the applicant to amend the permit.

**Has the Completion ("C") Date of the permit(s) in this application expired?**  Yes  No

If YES, this application will not be accepted by the Department.

If NO, what are the completion dates of the permit(s)? 10/1/2031

- If the permit completion date expires while the Permit Amendment Application is pending, the Department will not approve the Permit Amendment Application until an Extension of Time Application is approved for the permit.
- You may consider using the Reimbursement Authority process to expedite the processing of this Permit Amendment Application if the completion date of the permit expires within 6 months of the date of filing this application.

**By my signature below, I confirm that I understand:**

- Prior to Department approval of the permit amendment, I may be required to submit payment to the Department for publication of a notice in a newspaper with general circulation in the area where the permit is located, once per week for two consecutive weeks. If more than one qualifying newspaper is available, I suggest publishing the notice in the following newspaper: Yamhill Valley News Register.

**I (we) affirm that the information contained in this application is true and accurate.**

  
Applicant Signature

**Michael Thomas, City Administrator**  
Print Name (and Title if applicable)

4/7/21  
Date

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**Check one of the following:**

- The applicant is responsible for completion of change(s). Notices and correspondence should continue to be sent to the applicant.
- The permit holder(s) of record will be responsible for completing the proposed change(s) after the final order is issued. Copies of notices and correspondence should be sent to the permit holder(s) of record.

**Check the appropriate box, if applicable:**

- Check here if any of the permits proposed for amendment are or will be located within or served by an irrigation or other water district.

IRRIGATION DISTRICT NAME <b>N/A</b>	ADDRESS	
CITY	STATE	ZIP

- Check here if water for any of the permits supplied under a water service agreement or other contract for stored water with a federal agency or other entity.

ENTITY NAME <b>N/A</b>	ADDRESS	
CITY	STATE	ZIP



To meet State Land Use Consistency Requirements, you must list all local governments (each county, city, municipal corporation, or tribal government) within whose jurisdiction water will be diverted, conveyed or used.

ENTITY NAME <b>Yamhill County Planning Department</b>	ADDRESS <b>525 NE 4<sup>th</sup> Street</b>	
CITY <b>McMinnville</b>	STATE <b>OR</b>	ZIP <b>97128</b>

ENTITY NAME	ADDRESS	
CITY	STATE	ZIP

ENTITY NAME	ADDRESS	
CITY	STATE	ZIP

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Please use a separate Part 5 for each permit being changed. See instructions on page 6, to copy and paste additional Part 5s, or to add additional rows to tables within the form.

**PERMIT # S-39599**

**Table 1. Location of Authorized and Proposed Point(s) of Diversion (POD) or Appropriation (POA)**

(Note: If the POD/POA name is not specified in the permit, assign it a name or number here.)

POD/POA Name or Number	Is this POD/POA Authorized by the permit or is it Proposed?	If POA, OWRD Well Log ID# (or Well ID Tag # L-___)	Twp		Rng		Sec	¼ ¼		Tax Lot, DLC or Gov't Lot	Measured Distances (from a recognized survey corner)
POD 1	<input checked="" type="checkbox"/> Authorized <input type="checkbox"/> Proposed		5	S	5	W	26	NE	NE	Lot 1	515 feet South and 425 feet West from NE corner of Sec. 26*
POD 2	<input type="checkbox"/> Authorized <input checked="" type="checkbox"/> Proposed		5	S	5	W	26	SE	NE	DLC 69	2560 feet South and 650 feet West from NE corner, Sec. 26
	<input type="checkbox"/> Authorized <input type="checkbox"/> Proposed										

\*The location of POD 1 as described on the permit does not place the diversion on the bank of the river. This may be because of mapping inaccuracies or stream channel changes. The POD description has been updated to more accurately describe the location of the authorized POD 1.

Check all type(s) of change(s) proposed below (change "CODES" are provided in parentheses):

- Place of Use (POU)
- Point of Appropriation/Well (POA)
- Point of Diversion (POD)
- Additional Point of Appropriation (APOA)
- Additional Point of Diversion (APOD)
- Surface water POD to Ground Water POA (SW/GW)

Will all of the proposed changes affect the entire water use permit?

- Yes Complete only the proposed ("to" lands) section of Table 2 on the next page. Use the "CODES" listed above to describe the proposed changes.
- No Complete all of Table 2 to describe the portion of the permit to be changed.

For a change in place of use: (N/A – no change in place of use)

Does the permit holder of record own or control the land TO which the place of use is being moved?

- Yes  No

If NO, the landowner of the land TO which the place of use is being moved must be assigned to the permit as a permit holder of record by submitting a completed Request for Assignment form and the required statutory fee for an assignment.

Is the proposed place of use contiguous to the authorized place of use?  Yes  No

The permitted place of use can be moved only to lands that are contiguous to the authorized place of use unless the change to non-contiguous lands is in furtherance of mitigation or conservation efforts undertaken for the purposes of benefiting a species listed as sensitive, threatened, or endangered under ORS 496.171 to 496.192 or the federal Endangered Species Act of 1973 (16 U.S.C. 1531 to 1544), as determined by the listing agency. Contiguous land being either adjacent land or land separated from the land to which a permit is authorized by roads, utility corridors, irrigation ditches or publicly owned rights of way.



Are there other water rights certificates, water use permits or ground water registrations associated with the “from” or “to” lands?  Yes  No

If YES, list the other certificate, permit, or ground water registration numbers: N/A – This permit is for municipal use so “layering” is not applicable.



If the permit(s) are for irrigation or supplemental irrigation use, other water rights existing on the same land for irrigation that are subject to transfer must either change concurrently or be cancelled. Any change to a water right certificate or ground water registration must be filed separately in a water right transfer application or ground water registration modification application, respectively.

**For a change in point(s) of appropriation (well(s)) or additional point(s) of appropriation: N/A**

- Well log(s) are attached for each authorized and proposed well(s) that are clearly labeled and associated with the corresponding well(s) in Table 1 above and on the accompanying application map. (Tip: You may search for well logs on the Department’s web page at: [http://apps.wrd.state.or.us/apps/gw/well\\_log/Default.aspx](http://apps.wrd.state.or.us/apps/gw/well_log/Default.aspx))

**AND/OR**

- Describe the construction of the authorized and proposed well(s) in Table 3 for any wells that do not have a well log. For *proposed wells not yet constructed or built*, provide “a best estimate” for each requested information element in the table. The Department recommends you consult a licensed well driller, geologist, or certified water right examiner to assist with assembling the information necessary to complete Table 3.

**Table 3. Construction of Point(s) of Appropriation N/A**

Any well(s) in this listing must be clearly tied to corresponding well(s) described in Table 1 and shown on the accompanying application map. Failure to provide the information will delay the processing of your transfer application until it is received. The information is necessary for the department to assess whether the proposed well(s) will access the same source aquifer as the authorized point(s) of appropriation (POA). The Department is prohibited by law from approving POA changes that do not access the same source aquifer.

Proposed or Authorized POA Name or Number	Is well already built? (Yes or No)	If an existing well, OWRD Well ID Tag No. L-____	Total well depth	Casing Diameter	Casing Intervals (feet)	Seal depth(s) (intervals)	Perforated or screened intervals (in feet)	Static water level of completed well (in feet)	Source aquifer (sand, gravel, basalt, etc.)	Well - specific rate (cfs or gpm). If less than full rate of water right

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**Attachment A**  
**Permit S-39599**

Application for a Permit Amendment – City of Amity

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\*APPLICATION FOR PERMIT

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To appropriate the Public Waters of the State of Oregon

I, City of Amity, Ivan D. Shields, City Recorder, City Hall P.O. Box 126, Amity, Oregon 97101, do hereby make application for a permit to appropriate the following described public waters of the State of Oregon, SUBJECT TO EXISTING RIGHTS:

If the applicant is a corporation, give date and place of incorporation City of Amity Incorporated in 1906

1. The source of the proposed appropriation is South Yamhill River, a tributary of Willamette River

2. The amount of water which the applicant intends to apply to beneficial use is One cubic feet per second

3. The use to which the water is to be applied is Municipal water supply for the City of Amity

4. The point of diversion is located 500 ft. S and 250 ft. W from the corner of Section 26

being within the NE 1/4 of the NE 1/4 of Sec. 26, Tp. 5 South R. 5 West, W. M., in the county of Yamhill

5. The Pipe Line to be 5000 Feet in length, terminating in the NE 1/4 of the NE 1/4 of Sec. 25, Tp. 5 South R. 5 West, W. M., the proposed location being shown throughout on the accompanying map.

DESCRIPTION OF WORKS

6. (a) Height of dam feet, length on top feet, length at bottom feet; material to be used and character of construction

(b) Description of headgate

(c) If water is to be pumped give general description Approximately 10 HP submersible. A perforated pipe of about 12" diameter will be laid in bottom of river and connect to a vertical 48" pipe approximately 20' back from river.

\* A different form of application is provided where storage works are contemplated. Such forms can be secured without charge, together with instructions, by addressing the State Engineer, Salem, Oregon 97310

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Canal System or Pipe Line—

7. (a) Give dimensions at each point of canal where materially changed in size, stating miles from headgate. At headgate: width on top (at water line) ..... feet; width on bottom ..... feet; depth of water ..... feet; grade ..... feet fall per one thousand feet.

(b) At ..... miles from headgate: width on top (at water line) ..... feet; width on bottom ..... feet; depth of water ..... feet; grade ..... feet fall per one thousand feet.

(c) Length of pipe, 1000+ ft.; size at intake, 8 in.; size at 600 ft. from intake 6 in.; size at place of use --- in.; difference in elevation between intake and place of use, 130 ft. Is grade uniform? 10 Estimated capacity, 200 sec. ft.

8. Location of area to be irrigated, or place of use City of Emery

Township North or South	Range E. or W. of Willamette Meridian	Section	Forty-acre Tract	Number Acres To Be Irrigated
S	11	19	5 1/2 SW 1/4	Municipal
		20	5 1/2 NE 1/4 NE 1/4 SW 1/4	
		20	5 1/2 SW 1/4 SE 1/4	
		29	NE 1/4	
		29	N 1/2 NW 1/4	
		30	N 1/2 N 1/2	
		21	SW 1/4 NW 1/4 SE 1/4	20
		21	SW 1/4 SE 1/4	
		22	SW 1/4 SW 1/4 SE 1/4 SE 1/4	
		23	SW 1/4 SW 1/4	
		26	NW 1/4 NW 1/4	
		27	N 1/2	

(Cont. in Remarks)

(If more space required, attach separate sheet)

(a) Character of soil Clay, Loam

(b) Kind of crops raised

Power or Mining Purposes—

9. (a) Total amount of power to be developed ..... theoretical horsepower.

(b) Quantity of water to be used for power ..... sec. ft.

(c) Total fall to be utilized ..... feet.  
(Head)

(d) The nature of the works by means of which the power is to be developed .....

(e) Such works to be located in ..... of Sec. ....  
(Legal subdivision)

Tp. ...., R. ...., W. M. ....  
(No. N. or S.) (No. E. or W.)

(f) Is water to be returned to any stream? .....  
(Yes or No)

(g) If so, name stream and locate point of return .....

....., Sec. ...., Tp. ...., R. ...., W. M. ....  
(No. N. or S.) (No. E. or W.)

(h) The use to which power is to be applied is .....

(i) The nature of the mines to be served .....

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Municipal or Domestic Supply

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10. (a) To supply the city of Amity  
Yamhill County, having a present population of 800  
(Name of)  
 and an estimated population of 950 in 1978  
 (b) If for domestic use state number of families to be supplied 375

(Answer questions 11, 12, 13, and 14 in all cases)

- 11. Estimated cost of proposed works, \$ 130,000.00 Dates below are approximate.
- 12. Construction work will begin on or before Sept 1, 1973
- 13. Construction work will be completed on or before Nov 1, 1973
- 14. The water will be completely applied to the proposed use on or before Nov 1, 1973

City of Amity  
(Signature of Applicant)  
Walter R. Shields, Recorder

Remarks: Oregon Project - Public Use and Review System, State  
Cleanhouse, Local Government Relations Division has assigned this  
project name and title as follows: Water Supply with filtration  
PKRS# 7305 h 170

Cont. From Item #8

Tp. 5 S., R. 4 W., Sec. 28 N 1/2  
Tp. 5 S., R. 5 W., Sec. 24 SE 1/4 SE 1/4  
Tp. 5 S., R. 5 W., Sec. 25 E 1/2 NE 1/4

STATE OF OREGON, }  
 County of Marion, } ss.

This is to certify that I have examined the foregoing application, together with the accompanying maps and data, and return the same for .....

In order to retain its priority, this application must be returned to the State Engineer, with corrections on or before ....., 19.....

WITNESS my hand this ..... day of ....., 19.....

By

STATE ENGINEER  
13685  
 ASSISTANT

APR 26 2021

PERMIT

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STATE OF OREGON, }  
County of Marion, } ss.

This is to certify that I have examined the foregoing application and do hereby grant the same, SUBJECT TO EXISTING RIGHTS and the following limitations and conditions:

The right herein granted is limited to the amount of water which can be applied to beneficial use and shall not exceed 1.0 cubic feet per second measured at the point of diversion from the stream, or its equivalent in case of rotation with other water users, from S. Yamhill River

The use to which this water is to be applied is municipal purposes

If for irrigation, this appropriation shall be limited to of one cubic foot per second or its equivalent for each acre irrigated

and shall be subject to such reasonable rotation system as may be ordered by the proper state officer.

The priority date of this permit is May 16, 1973

Actual construction work shall begin on or before February 25, 1977 and shall

thereafter be prosecuted with reasonable diligence and be completed on or before October 1, 1977.

Complete application of the water to the proposed use shall be made on or before October 1, 1978.

WITNESS my hand this 25th day of February 1976

B+C to 10-1-98

*James B. Shea*  
WATER RESOURCES DIRECTOR STATE ENGINEER

Application No. 50474  
Permit No. 39599

PERMIT

TO APPROPRIATE THE PUBLIC WATERS OF THE STATE OF OREGON

This instrument was first received in the office of the State Engineer at Salem, Oregon, on the 16th day of May 1973, at 2:35 o'clock P. M.

Returned to applicant:

Approved:

Recorded in book No. of 39599  
Permits on page

STATE ENGINEER

Drainage Basin No. 2 page 20815  
Fees 25.00

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**Attachment B**  
**Application Maps**

Application for a Permit Amendment – City of Amity

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**From:** [STARNES Patrick K \\* WRD](#)  
**To:** [Leah Cogan](#)  
**Subject:** Re: Map scale waiver request - City of Amity  
**Date:** Thursday, February 11, 2021 10:47:17 AM

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Good Morning Leah,

The Department grants a map scale waiver for the attached permit amendment map for the City of Amity.

Please include a copy of this email when the permit amendment application is mailed in.

If you have any questions, please contact me.

Sincerely,

Kelly

Kelly Starnes, Transfer Program Analyst  
Oregon Water Resources Department  
725 Summer St NE Suite A  
Salem OR 97301-1271  
Telephone: 503-986-0886 Fax: 503-986-0903  
E-mail: [patrick.k.starnes@oregon.gov](mailto:patrick.k.starnes@oregon.gov)

Please Note: Under Oregon Law, messages to and from this e-mail address may be available to the public.

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**From:** Leah Cogan <[lcogan@gsiws.com](mailto:lcogan@gsiws.com)>  
**Sent:** Wednesday, February 10, 2021 2:02:17 PM  
**To:** STARNES Patrick K \* WRD <[Patrick.K.Starnes@oregon.gov](mailto:Patrick.K.Starnes@oregon.gov)>  
**Subject:** Map scale waiver request - City of Amity

Good afternoon,

The City of Amity is planning to submit a permit amendment application for Permit S-39599 to add an additional point of diversion. Due to the large area covered by the authorized place of use for the permit, we are requesting a map scale waiver for the existing place of use map. The map showing the authorized and proposed additional point of diversion is at a standard scale (1 inch = 1,320 feet). No change to the place of use is being proposed.

Please let me know if you have any questions about the application or the attached maps.

Thank you,

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**Leah Cogan**  
Water Resources Analyst  
mobile: 541.272.9888

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April 22, 2021

Kelly Starnes  
Oregon Water Resources Department  
725 Summer Street NE, Suite A  
Salem, OR 97301

RE: Application for a Permit Amendment for Permit S-39599 in the Name of the City of Amity

Dear Mr. Starnes:

GSI Water Solutions, Inc. is submitting the enclosed application for a permit amendment on behalf of the City of Amity. The City is proposing to add an additional point of diversion to Permit S-39599 to allow diversion at a proposed new municipal intake.

The permit amendment application and a check in the amount of \$1,160.00 for the application fee are enclosed. If you have any questions regarding this application, please contact me at 541-257-9004.

Sincerely,

A handwritten signature in cursive script that reads "Kimberly Grigsby".

Kimberly Grigsby  
Principal Water Resources Consultant

CC: Michael Thomas, City of Amity

Enclosures: Permit Amendment Application  
Check in the amount of \$1,160

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