

Application for a Permit to  
**Store Water in a Reservoir**  
 Alternate Review (ORS 537.409)



**Oregon Water Resources Department**  
 725 Summer Street NE, Suite A  
 Salem, Oregon 97301-1266  
 (503) 986-0900  
 www.oregon.gov/OWRD

You may use this form for any reservoir storing less than 9.2 acre-feet or with a dam less than 10 feet high.

Use a separate form for each reservoir

**SECTION 1: APPLICANT INFORMATION AND SIGNATURE**

**Applicant**

NAME LEON AND TERRI EICHLER		PHONE (HM)	
PHONE (WK) (503) 835-2660	CELL (503) 560-2290	FAX	
MAILING ADDRESS 12025 SW LANCEFIELD RD.			
CITY MCMINNVILLE	STATE OR	ZIP 97128	E-MAIL * EICHLERBROS@AOL.COM

**Organization**

NAME		PHONE	FAX
MAILING ADDRESS			CELL
CITY	STATE	ZIP	E-MAIL *

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

AGENT / BUSINESS NAME WILL MCGILL SURVEYING, LLC		PHONE (503) 931-0210	FAX
MAILING ADDRESS 15333 PLETZER RD. SE			CELL (503) 510-3026
CITY TURNER	STATE OR	ZIP 97392	E-MAIL * WILLMCGILL.SURVEYING@GMAIL.COM

Note: Attach multiple copies as needed

\* By providing an e-mail address, consent is given to receive all correspondence from the department electronically. (paper copies of the final order documents will also be mailed.)

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

- I am asking to use water specifically as described in this application.
- Evaluation of this application will be based on information provided in the application.
- I cannot legally store water until the Water Resources Department issues a permit.
- Oregon law requires that a permit be issued before beginning construction. Acceptance of this application does not guarantee a permit will be issued.
- If I get a permit, I must not waste water.
- If development of the water use is not according to the terms of the permit, the permit can be cancelled.
- The water use must be compatible with local comprehensive land use plans.
- Even if the Department issues a permit, I may have to stop using water to allow senior water right holders to get water to which they are entitled.

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

	Leon Eichler	1-18-24
Applicant Signature	Print Name and Title if applicable	Date
	Terri Eichler	1-18-24
Applicant Signature	Print Name and Title if applicable	Date

## SECTION 2: SOURCE OF WATER AND LOCATION OF RESERVOIR

Reservoir name:	Eichler Reservoir				
Source*:	Run-off	Tributary:	Salt Creek		
County:	Yamhill				
Quantity:	50 Acre-Feet [length x width x depth / 43,560]				
Reservoir Location:	Township (N or S)	Range (E or W)	Section	Quarter-Quarter	Tax Lot #
	5S	4W	18	NESE NWSE SWSE SESE	300
Maximum Height of Dam:	zero feet. If excavated write "zero feet."				

\* Provide the name of the water body or other source from which water will be diverted, and the name of the stream or lake it flows into. Indicate if source is run-off, seepage, an unnamed stream, or spring.

## SECTION 3: WATER USE

Indicate the proposed use(s) of the stored water: Multipurpose

**NOTE: You may wish to consider filing for "Multipurpose use" for your reservoir.** Multipurpose use does not limit the types of future uses for the stored water. Multipurpose covers all uses including: stock water, fish and wildlife, aesthetics, domestic, irrigation, agriculture, fire protection and pollution abatement.

## SECTION 4: PROPERTY OWNERSHIP

Do you own all the land where you propose to divert, transport, and use water?

- Yes (please check appropriate box below then skip to section 5)
- There are no encumbrances
  - This land is encumbered by easements, right of way, roads of way, roads or other encumbrances
- No (Please check the appropriate box below)
- I have a recorded easement or written authorization permitting access.
  - I do not currently have written authorization or easement permitting access.
  - Written authorization or an easement is not necessary, because the only affected lands I do not own are state-owned submersible lands, and this application is for irrigated and/or domestic use only (ORS 274.040). (Do not check this box if you described your use as "Multipurpose" in #3 above.)

List the names and mailing addresses of all affected landowners:

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**SECTION 5: ENVIRONMENTAL IMPACT**

**Channel:** \* Is the Reservoir:  in-stream or  off channel? \*Reservoir will not be in a perennial stream, but will incorporate a seasonal drainage channel. Neither designation seems appropriate for this reservoir location.

**Wetland:** Is the project in a wetland?  YES  NO  unknown

**Existing:** Is this an existing reservoir?  YES  NO

If YES, how long has it been in place? \_\_\_\_\_ years.

**Fish Habitat:** Is there a fish habitat upstream of the proposed structure?  YES  NO\*\*  unknown

If YES, how much? \_\_\_\_\_ miles. \*\*Fish habitat could use seasonal drainage described in Section 7 during a flood event.

**Existing:** Have you been working with other agencies?  YES  NO

Indicate agency, staff and phone numbers of those involved. Also indicate any agencies that are cost sharing in this project. **Mac Barr, ODFW, (971) 673-6081**

**SECTION 6: WITHIN A DISTRICT**

Check here if the point of diversion or place of use are located within or served by an irrigation or other water district.

Irrigation District Name:		Address:	
City:	State:	Zip:	

**SECTION 7: DESCRIPTION**

Provide a short description of the design and operation of the proposed diversion, including a description of how live flow will be passed outside the authorized storage season. Use this space for narrative. You may also provide narrative and sketches on separate pages.

The reservoir will not be in a perennial stream, but will incorporate a seasonal drainage that will provide run-off to the storage area and a means for fish passage. A modified agri-drain will be approved by ODFW and installed for fish passage in case of a flood event; however, the applicant is aware of the existing floodplain and proposes all development outside of it. An outlet pipe will also be installed to allow any run-off to pass when necessary. Otherwise, run-off will be collected in the reservoir when water is available (Nov. – May).

If the diversion involves a dam, use this space below for sketches of the diversion (e.g. cross-section of the dam with its dimensions, dimension and placement of outlet pipe, means of passing live flow outside of the authorized storage season, and means for providing fish passage).

No dam involved.

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# Land Use Information Form



Oregon Water Resources Department  
725 Summer Street NE, Suite A  
Salem, Oregon 97301-1266  
(503) 986-0900  
[www.oregon.gov/OWRD](http://www.oregon.gov/OWRD)

## NOTE TO APPLICANTS

In order for your application to be processed by the Water Resources Department (WRD), this Land Use Information Form must be completed by a local government planning official in the jurisdiction(s) where your water right will be used and developed. The planning official may choose to complete the form while you wait, or return the receipt stub to you. Applications received by WRD without the Land Use Form or the receipt stub will be returned to you. Please be aware that your application will not be approved without land use approval.

**This form is NOT required if:**

- 1) Water is to be diverted, conveyed, and/or used only on federal lands; **OR**
- 2) The application is for a water right transfer, allocation of conserved water, exchange, permit amendment, or ground water registration modification, and **all** of the following apply:
  - a) The existing and proposed water use is located entirely within lands zoned for exclusive farm-use or within an irrigation district;
  - b) The application involves a change in place of use only;
  - c) The change does not involve the placement or modification of structures, including but not limited to water diversion, impoundment, distribution facilities, water wells and well houses; **and**
  - d) The application involves irrigation water uses only.

## NOTE TO LOCAL GOVERNMENTS

The person presenting the attached Land Use Information Form is applying for or modifying a water right. The Water Resources Department (WRD) requires its applicants to obtain land-use information to be sure the water rights do not result in land uses that are incompatible with your comprehensive plan. Please complete the form or detach the receipt stub and return it to the applicant for inclusion in their water right application. You will receive notice once the applicant formally submits his or her request to the WRD. The notice will give more information about WRD's water rights process and provide additional comment opportunities. You will have 30 days from the date of the notice to complete the land-use form and return it to the WRD. If no land-use information is received from you within that 30-day period, the WRD may presume the land use associated with the proposed water right is compatible with your comprehensive plan. Your attention to this request for information is greatly appreciated by the Water Resources Department. If you have any questions concerning this form, please contact the WRD's Customer Service Group at 503-986-0900.

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# Land Use Information Form



**Oregon Water Resources Department**  
 725 Summer Street NE, Suite A  
 Salem, Oregon 97301-1266503-986-0900  
 www.oregon.gov/OWRD

NAME LEON AND TERRI EICHLER			PHONE (HM)		
PHONE (WK) (503) 835-2660		CELL (503) 560-2290		FAX	
MAILING ADDRESS 12025 SW LANCEFIELD RD.					
CITY MCMINNVILLE		STATE OR	ZIP 97128	E-MAIL* EICHLERBROS@AOL.COM	

## A. Land and Location

Please include the following information for all tax lots where water will be diverted (taken from its source), conveyed (transported), and/or used or developed. Applicants for municipal use, or irrigation uses within irrigation districts may substitute existing and proposed service-area boundaries for the tax-lot information requested below.

Township	Range	Section	¼ ¼	Tax Lot #	Plan Designation (e.g., Rural Residential/RR-5)	Water to be:			Proposed Land Use:
5S	4W	18	NESE NWSE SWSE SESE	300	EFU	<input checked="" type="checkbox"/> Diverted	<input type="checkbox"/> Conveyed	<input checked="" type="checkbox"/> Used	farming/ reservoir
_____	_____	_____	_____	_____	_____	<input type="checkbox"/> Diverted	<input type="checkbox"/> Conveyed	<input type="checkbox"/> Used	_____

List all counties and cities where water is proposed to be diverted, conveyed, and/or used or developed:

Yamhill

## B. Description of Proposed Use

Type of application to be filed with the Water Resources Department:

- Permit to Use or Store Water   
  Water Right Transfer   
  Permit Amendment or Ground Water Registration Modification  
 Limited Water Use License   
  Allocation of Conserved Water   
  Exchange of Water

Source of water:  Reservoir/Pond     Ground Water     Surface Water (name) Run-off

Estimated quantity of water needed: 50     cubic feet per second     gallons per minute     acre-feet

Intended use of water:  Irrigation     Commercial     Industrial     Domestic for \_\_\_\_\_ household(s)  
 Municipal     Quasi-Municipal     Instream     Other Multipurpose storage  
 (agriculture and recreation)

Briefly describe:

It is proposed to store run-off in an alternate reservoir with no dam for multipurpose (primarily agricultural and recreational) uses. The applicant is aware of the existing floodplain and proposes all development outside of it.

**Note to applicant:** If the Land Use Information Form cannot be completed while you wait, please have a local government representative sign the receipt at the bottom of the next page and include it with the application filed with the Water Resources Department.

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## For Local Government Use Only

The following section must be completed by a planning official from each county and city listed unless the project will be located entirely within the city limits. In that case, only the city planning agency must complete this form. This deals only with the local land-use plan. Do not include approval for activities such as building or grading permits.

**Please check the appropriate box below and provide the requested information**

- Land uses to be served by the proposed water uses (including proposed construction) are allowed outright or are not regulated by your comprehensive plan. Cite applicable ordinance section(s): 402 of the Yambill Co Zoning Ordinance
- Land uses to be served by the proposed water uses (including proposed construction) involve discretionary land-use approvals as listed in the table below. (Please attach documentation of applicable land-use approvals which have already been obtained. Record of Action/land-use decision and accompanying findings are sufficient.) **If approvals have been obtained but all appeal periods have not ended, check "Being pursued."**

Type of Land-Use Approval Needed (e.g., plan amendments, rezones, conditional-use permits, etc.)	Cite Most Significant, Applicable Plan Policies & Ordinance Section References	Land-Use Approval:	
		<input type="checkbox"/> Obtained <input type="checkbox"/> Denied	<input type="checkbox"/> Being Pursued <input type="checkbox"/> Not Being Pursued
		<input type="checkbox"/> Obtained <input type="checkbox"/> Denied	<input type="checkbox"/> Being Pursued <input type="checkbox"/> Not Being Pursued
		<input type="checkbox"/> Obtained <input type="checkbox"/> Denied	<input type="checkbox"/> Being Pursued <input type="checkbox"/> Not Being Pursued
		<input type="checkbox"/> Obtained <input type="checkbox"/> Denied	<input type="checkbox"/> Being Pursued <input type="checkbox"/> Not Being Pursued
		<input type="checkbox"/> Obtained <input type="checkbox"/> Denied	<input type="checkbox"/> Being Pursued <input type="checkbox"/> Not Being Pursued

Local governments are invited to express special land-use concerns or make recommendations to the Water Resources Department regarding this proposed use of water below, or on a separate sheet.

Name: Kenneth J. Fairley Title: P.D.

Signature: [Signature] Phone: 603 434-7516 Date: 04/24/2023

Government Entity: \_\_\_\_\_

**Note to local government representative:** Please complete this form or sign the receipt below and return it to the applicant. If you sign the receipt, you will have 30 days from the Water Resources Department's notice date to return the completed Land Use Information Form or WRD may presume the land use associated with the proposed use of water is compatible with local comprehensive plans.

### Receipt for Request for Land Use Information

Applicant name: \_\_\_\_\_

City or County: \_\_\_\_\_ Staff contact: \_\_\_\_\_

Signature: \_\_\_\_\_ Phone: \_\_\_\_\_ Date: \_\_\_\_\_

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# Watermaster Alternate Reservoir Application Review Sheet


In lieu of the water right application process set forth in ORS 537.140 to 537.211, an owner of a reservoir may submit an alternate reservoir application for a reservoir that has a storage capacity less than 9.2 acre-feet or a dam or impoundment structure less than 10 feet in height. ORS 537.409 describes the criteria used to evaluate alternate reservoir applications.

The review shall be limited to issues pertaining to: a) water availability, b) potential detrimental impact to existing fishery resources; and c) potential injury to existing water rights. (ORS 537.409 (6))

Within 60 days after the Water Resources Department provides public notice, any person may submit detailed, legally obtained information in writing, requesting the Department to deny the application for a permit on the basis that the reservoir: (a) Would result in injury to an existing water right; or (b) Would pose a significant detrimental impact to existing fishery resources. (ORS 537.409 (5))

<b>Applicant's Name</b> Eichler 5S, 4W, 18, TL 300		
1. Does the proposed reservoir have the potential to injure existing water rights? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO Explain:		
2. Can conditions be applied to mitigate the potential injury to existing water rights? <input type="checkbox"/> YES <input type="checkbox"/> NO Explain: NA		
3. Is water available for the proposed reservoir? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		
4. If yes, during what period? Beginning: Nov 1 End: Jun 30		
Attach a WARS printout at 50% exceedance. If WARS does not cover the proposed location, make a recommendation for a storage season based upon regulation history and your knowledge of the location. (Water Availability for Reservoir Policy found under OAR 690-410-0070(2)(c))		
5. Did you meet with staff from another agency to discuss this application? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		
Who:	Agency:	Date:
Who:	Agency:	Date:

Watermaster Name: Joel Plahn

Watermaster Signature:  Date: 4/21/2023

Digitally signed by Joel Plahn  
DN: C=US, OU=District 22  
Watermaster, O=Water Resources  
Department, CN=Joel Plahn,  
E=joel.m.plahn@water.oregon.gov  
Reason: I am the author of this  
document  
Location: District 22 Watermaster  
Date: 2023.04.21 09:52:14-07'00'  
Foxit PDF Editor Version: 11.2.5

**NOTE: This completed form must be returned to the applicant**

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# ODFW Alternate Reservoir Application Review Sheet

**This portion to be completed by the applicant.**

Applicant Name: Leon and Terri Eichler

Address: 12025 SW Lancefield Rd. McMinnville OR. 97128

Phone/Email: 503-560-2290 / eichlerbros@aol.com

Reservoir Name: Eichler Reservoir

Source: Run off

Basin Name: Salt Cr > S Yamhill

Twp Rng Sec QQ: 5S 4W 18 NESE, NWSE, SWSE, SESE

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Volume (AF): 50

in-channel

off-channel

Note: It is unlikely that ODFW will be able to complete this form while you wait, nevertheless we recommend making an appointment to submit the form so as to provide any necessary clarifications. See pg. 6 of Instructions for contact information.

**This portion to be completed by Oregon Department of Fish and Wildlife (ODFW) staff.**

1) Is the proposed project and AO<sup>1</sup> off channel?..... YES\*  NO  
(if yes then proceed to #4; if no then proceed to #2)

*\*Based on available information, the proposed use does not appear to involve instream structures that would create or maintain an artificial obstruction. However, if the applicant creates or maintains an artificial obstruction to fish passage for the proposed use, the applicant will need to address Oregon's fish passage laws.*

2) Is the proposed project or AO located where NMF<sup>2</sup> are or were historically present?..... YES  NO  
(if yes then proceed to #3; if no then proceed to #4)

3) If NMF are or were historically present:

a. Is there an ODFW-approved fish-passage plan?..... YES  NO

b. Is there an ODFW-approved fish-passage waiver or exemption?..... YES  NO

If fish passage is required under ORS 509.580 through .910, then either 3(a) or 3(b) must be "Yes" to move forward with the application. If responses to 3(a) and 3(b) are "No", then the proposed reservoir does not meet the requirements of Oregon Fish Passage Law and shall not be constructed as proposed.

4) Would the proposed project pose any other significant detrimental impact to an existing fishery resource locally or downstream?..... YES  NO

*Explain below (for example, list STE species or other existing fishery resources that would be impacted negatively.)*

Any diversion or appropriation of water for storage during the period **May 1 through November 30** poses a significant detrimental impact to existing fishery resources. (For example, if diversion of water for storage during a certain time period would cause a significant detrimental impact to an existing fishery resource, then ODFW should recommend conditions or limitations.) If NMF fish are present at the project site or point

<sup>1</sup> AO = Artificial Obstruction means any dam, diversion, culvert or other human-made device placed in waters of this state that precludes or prevents the migration of native migratory fish. ORS 509.580 (1)

<sup>2</sup> NMF = Native Migratory Fish Species in Oregon as defined by OAR 635 - 412 - 0005 (32)



of water diversion then the applicant should be advised that a fish screen consistent with screening criteria will be required.

- This proposed pond or reservoir contemplates impounding water in the Columbia Basin above Bonneville Dam. ODFW has determined that additional diversions of water in this area pose a significant detrimental impact to existing fishery resources during the period April 15 through September 30.

ESA-listed fish (Spring Chinook, Winter Steelhead), sensitive species (Coho, costal cutthroat), and other game fish (Pacific Lamprey) are present in South Yamhill River and/or Salt Creek during the period of impact. Instream flows to fulfill MF163 for aquatic life are not being met partially or wholly during the period of impact. In addition to existing instream water rights and pending instream water right applications, ODFW recommends the following biologically necessary flows be available on Salt Creek at the mouth to protect public uses:

**Salt Creek at the Mouth**

JAN	<u>52.58</u> cfs	APR	<u>52.58</u> cfs	JUL	14.73 cfs	OCT	<u>21.38</u> cfs
FEB	<u>52.58</u> cfs	MAY	<u>52.58</u> cfs	AUG	12.22 cfs	NOV	<u>52.58</u> cfs
MAR	<u>52.58</u> cfs	JUN	<u>44.09</u> cfs	SEP	<u>12.63</u> cfs	DEC	<u>52.58</u> cfs

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Based on parameters assessed by ODFW, instream flows are currently below those essential to support the biological needs of an existing fishery resource during May 1<sup>st</sup> – November 30<sup>th</sup>. In addition, ODFW reviewed the available information (Total Maximum Daily Loads for the Yamhill River) regarding water quality impairment and determined that a TMDL exists for the Yamhill Watershed for phosphorus and an instream water right for pollution abatement is established. Consequently, ODFW recommends that because the proposed use would impair water quality that supports existing fishery resources (e.g., habitat) at or downstream of the Point of Diversion that the water use be restricted to the period of May.1<sup>st</sup> – October.31<sup>st</sup>.

Because of these reasons, the proposed use will diminish water quality, physical habitat, and/or alter the flow regime to which fish are naturally adapted. These changes will negatively affect their distribution, productivity, and abundance. Therefore, a further reduction in flow or alteration of habitat from the proposed use would result in a significant detrimental impact to an existing fishery resource without appropriate conditions and/or mitigation.

Impairment to Fishery Resource	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Water Quantity												
Water Quality												

If YES, can conditions be applied to mitigate the significant detrimental impact to an existing fishery resource?

- NO (explain)
- YES (select from Menu of Conditions on next page)

See applicable conditions selected from “Menu of Conditions” on next page

Through consultation with the local fish biologist, fish egress will be required, see “Egress” condition below.

Water is only available to support the quality and quantity of biologically necessary flows at the POD and/or downstream during December 1 - April 30. ODFW recommends the storage season be restricted to coincide with this period or the proposed use be mitigated prior to issuance of a Proposed Final Order for any use outside of this period. Without appropriate mitigation and/or conditions, a further reduction in flow or alteration of habitat (including impairment of water quality) from the proposed water use during May 1<sup>st</sup> –

Applicant Name: Leon and Terri Eichler

ODFW Review

November 30<sup>th</sup> will result in a significant detrimental impact to an existing fishery resource. Mitigation is often complicated, time consuming, and expensive, and may include, but is not limited to, actions such as replacing the proposed amount of water through purchasing or transferring an existing water right. If the applicant chooses to pursue mitigation after application submittal to WRD, ODFW will provide appropriate conditions and a Mitigation Obligation consistent with the goals and standards of OAR 635-415-0025 (ODFW Habitat Mitigation Recommendations) to compensate for any potential impact from the proposed use. Upon request, the WRD caseworker can schedule a consultation with ODFW for more information.

Janna L  
Stevens

Digitally signed by  
Janna L Stevens  
Date: 2023.06.22  
13:38:27 -07'00'

ODFW Signature: \_\_\_\_\_

Print Name: Janna Stevens

ODFW Title: Water Planning Coordinator

Date: 6/22/2023

**NOTE: This completed form must be returned to the applicant.**

Revised 10/4/12; reformatted 5/12/20

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**MENU OF CONDITIONS FOR WRD, ODFW, DEQ AND ODA**

Revised May 12, 2020, March 25, 2021

Use this menu to identify appropriate conditions to be included in the permit:

- Agricultural Water Quality Management Area Rules:** The permittee shall comply with basin-specific Agricultural Water Quality Management Area Rules described in Oregon Administrative Rule Chapter 603-095. The permittee shall protect riparian areas, including through irrigation practices and the management of any livestock, allowing site capable vegetation to establish and grow along streams, while providing the following functions: shade (on perennial and some intermittent streams), bank stability, and infiltration or filtration of overland runoff.
- b52** Water may be diverted only when Department of Environmental Quality sediment standards are being met.
- b5** The water user shall install and maintain adequate treatment facilities meeting current DEQ requirements to remove sediment before returning the water to the stream.
- b51a** The period of use has been limited to December through April.
- b57** Before water use may begin under this permit, a totalizing flow meter must be installed at each diversion point.
- b58** Before water use may begin under this permit, a staff gage that measures the entire range and stage between full reservoir level and dead-pool storage must be installed in the reservoir. The staff gage shall be United States Geological Survey style porcelain enamel iron staff gage style A, C, E or I.
- b1v:** Water must be diverted to a trough or tank through an enclosed water delivery system. The delivery system must be equipped with an automatic shutoff or limiting flow control mechanism or include a means for returning water to the stream source through an enclosed delivery system. The use of water shall not exceed 0.10 cubic feet per second per 1000 head of livestock.
- Bypass Flows:** Per 690-410-0070 (2)(c), the following flows shall be bypassed or passed through the reservoir during the filling season:
- 1) When the biologically necessary flows identified below are not available immediately upstream of the impacted area, the permittee shall pass all live flow downstream at a rate equal to the inflow, minus the amount of mitigation water provided upstream, if applicable, and
  - 2) When the biologically necessary flows identified below are available immediately upstream of the impacted area, the permittee shall pass flow downstream at a rate equal to or greater than the biologically necessary flows.
- Once the reservoir has reached the permitted volume, all live flow shall be passed downstream at a rate equal to the inflow.
- The permittee shall quantify and document inflow and outflow and maintain the bypass flows for the life of the permit and subsequent certificate per the approved Bypass Plan. The bypass flow data shall be available upon request by the Oregon Water Resources Department, Oregon Department of Fish and Wildlife, Oregon Department of Environmental Quality, or Oregon Department of Agriculture.
- Construction Activities:** For construction activities (clearing, grading, excavation, staging, and stockpiling) that will disturb one or more acres and may discharge to state waters, the permittee is required to obtain from DEQ a 1200-C NPDES Stormwater Construction Permit prior to project construction.
- fence:** The stream and its adjacent riparian area shall be fenced to exclude livestock.
- fishapprove:** The permittee shall install, maintain, and operate fish screening and by-pass devices consistent with current Oregon Department of Fish and Wildlife (ODFW) standards. Fish screening is to prevent fish from entering the proposed diversion while by-pass devices provide adequate upstream and downstream passage for fish. The required screen and by-pass devices are to be in place and functional, and approved in writing by ODFW prior to diversion of any water. The permittee may submit evidence in writing that ODFW has determined screens and/or by-pass devices are not necessary.
- fishdiv33:** If the riparian area is disturbed in the process of developing a point of diversion, the permittee shall be responsible for restoration and enhancement of such riparian area in accordance with ODFW's Fish and Wildlife Habitat Mitigation Policy OAR 635-415. For purposes of mitigation, the ODFW Fish and Wildlife Habitat Mitigation Goals and Standards, OAR 635-415, shall be followed.
- The use may be restricted if the quality of the source stream or downstream waters decrease to the point that those waters no longer meet existing state or federal water quality standards due to reduced flows.
- The permittee shall install, maintain, and operate fish screening and by-pass devices consistent with current Oregon Department of Fish and Wildlife (ODFW) standards. Fish screening is to prevent fish from entering the proposed diversion while by-pass devices provide adequate upstream and downstream passage for fish. The required screen and by-pass devices are to be in place and functional, and approved in writing by ODFW prior to diversion of any water. The permittee may submit evidence in writing that ODFW has determined screens and/or by-pass devices are not necessary.
- fishmay:** Notwithstanding that ODFW has made a determination that fish screens and/or by-pass devices are not necessary at the time of permit issuance, the permittee may be required in the future to install, maintain, and operate fish screening and by-pass devices to prevent fish from entering the proposed diversion and to provide adequate upstream and downstream passage for fish.

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- fishpass:** As required by ORS 509.585, a person owning or operating an artificial obstruction (AO) may not construct or maintain any AO across any waters of this state that are inhabited, or historically inhabited, by native migratory fish (NMF) without providing passage for NMF. A person owning or operating an AO shall, prior to construction, fundamental change in permit status or abandonment of the AO in any waters of this state, obtain a determination from ODFW as to whether NMF are or historically have been present in the waters. If ODFW determines that NMF are or historically have been present in the waters, the person owning or operating the AO shall either submit a proposal for fish passage to ODFW or apply for a waiver or exemption. Approval of the proposed fish-passage facility, waiver, or exemption must be obtained from the department prior to construction, permit modification or abandonment of the AO. Approved fish-passage plans, waivers, and exemptions shall maintain adequate passage of NMF at all times (ORS 509.601) as per the approved plan, waiver or exemption.
- fishself:** The permittee shall install, maintain, and operate fish screening and by-pass devices consistent with current Oregon Department of Fish and Wildlife (ODFW) standards. Fish screening is to prevent fish from entering the proposed diversion while by-pass devices provide adequate upstream and downstream passage for fish. The required screen and by-pass devices are to be in place and functional prior to diversion of any water. Permittee shall obtain written approval from ODFW that the installation of the required screen and by-pass devices meets the state's criteria or the permittee shall submit documentation that ODFW has determined screens and/or by-pass devices are not necessary.
- Egress:** Native migratory fish may become trapped or entrained in the reservoir(s) during or after flooding events. Therefore, the permittee shall work with ODFW and obtain, in writing, an ODFW-approved fish passage plan to address egress from the reservoir(s) or other approved methods to keep fish out of the reservoir(s) during flood events (e.g., berm construction around the reservoirs). Approval of the proposed fish passage plan shall be obtained prior to diversion of water. The permittee shall submit proof to ODFW that fish passage (egress) has been implemented per the approved plan prior to diversion of water.
- Fish Stocking:** Per ORS 498.222 and OAR 635-007-0600, all persons transporting fish in Oregon need to have a fish transport permit issued by the Oregon Department of Fish and Wildlife (ODFW). The permittee shall not stock fish in the reservoir without a fish transport permit approved by ODFW. As part of the permitting process, the permittee must also screen the inlet and outlet of their pond to insure that fish cannot escape into public waters and/or to keep wild fish from entering the pond.
- futile call:** The use of water allowed herein may be made only at times when waters from the (NAME OF SURFACE WATER) would not otherwise flow into a tributary of the type here River or sufficient water is available to satisfy all prior rights, including rights for maintaining instream flows.
- In-Water or Riparian Construction:** For in-water or riparian construction, permittee may be required to obtain additional permits from the Oregon Department of State Lands, the U.S. Army Corps of Engineers, and the DEQ Section 401 certification program prior to construction. The applicant must contact these agencies to confirm requirements.
- In-Water Work:** Any in-water work related to construction, development, or maintenance of the proposed use shall be conducted during the preferred work period of July.15-Sep.30 unless an alternate time period is approved by the Oregon Department of Fish and Wildlife.
- Live Flow:** Once the allocated volume has been stored, permittee shall pass all live flow downstream at a rate equal to inflow, using methods that protect instream water quality.
- Off-Channel Stored Water Releases:** The permittee shall not release polluted water from this off-channel reservoir into waters of the state except when the release is directed by the State Engineer to prevent dam failure.
- On-Channel Reservoir:** The permittee shall design and operate the water storage facility such that all waters within and below the reservoir meet water quality criteria. The permittee shall develop a reservoir operations plan that details how water quality criteria and standards will be met. A Certified Water Rights Examiner shall verify that the reservoir operations are consistent with the plan before a certificate is issued. The reservoir operator shall maintain a copy of the plan and make it available for review upon request.
- riparian:** If the riparian area is disturbed in the process of developing a point of diversion, the permittee shall be responsible for restoration and enhancement of such riparian area in accordance with ODFW's Fish and Wildlife Habitat Mitigation Policy OAR 635-415. For purposes of mitigation, the ODFW Fish and Wildlife Habitat Mitigation Goals and Standards, OAR 635-415, shall be followed.
- Water Quality:** All water use under this permit shall comply with state and federal water quality laws. The permittee shall not violate any state and federal water quality standards, shall not cause pollution of any waters of the state, and shall not place or cause to be placed any wastes in a location where such wastes are likely to escape or be carried into the waters of the state by any means. The use may be restricted if the quality of source stream or downstream waters decrease to the point that those waters no longer meet existing state or federal water quality standards.
- wetland:** The permittee must submit an offsite determination request to the Oregon Department of State Lands (DSL) to determine the need for a wetland delineation prior to disturbance or development of the point of diversion and/or diversion of water.
- wq:** The use may be restricted if the quality of the source stream or downstream waters decrease to the point that those waters no longer meet existing state or federal water quality standards due to reduced flows.

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# Oregon

Tina Kotek, Governor

## Department of Fish and Wildlife

Northwest Region  
17330 SE Evelyn Street  
Clackamas, OR 97015-9514  
(971) 673-6000  
FAX (971) 673-6070



January 12, 2024

Leon & Terri Eichler  
12025 SW Lancefield Rd  
McMinnville, OR 97128  
(503) 560-2290  
[eichlerbros@aol.com](mailto:eichlerbros@aol.com)

and

Will McGill Surveying, LLC  
15333 Pletzer Rd. SE  
Turner, OR 97392  
(503) 931 – 0210  
[Willmcgill.surveying@gmail.com](mailto:Willmcgill.surveying@gmail.com)

**Re: ODFW Fish Passage Approval – Eichler Property – Salt Creek Tributary Alternative Reservoir Egress - Willamette River Basin (PA-02-0406)**

The Oregon Department of Fish and Wildlife's (ODFW) staff have reviewed the design plans to add a water control structure for an alternative reservoir on an unnamed tributary to Salt Creek at the Eichler property. This project will be implemented during the ODFW supported in-water work period (July 15 – September 30) for the Yamhill River and its tributaries and is located at Latitude: 45.132946<sup>0</sup> N, Longitude: -123.223062<sup>0</sup> W.

This installation action has triggered the state's fish passage rules and regulations and will address fish passage at this location for native migratory fish in this unnamed tributary of Salt Creek, as required by the state's fish passage policy. ODFW fish passage program staff have reviewed the project's design plans and determined the design is consistent with the state's fish passage design criteria, as defined in OAR 635-412-0035 and therefore approve the project as required by Oregon fish passage law (ORS 509.585).

This ODFW fish passage approval (PA-02-0406) is contingent on specific operational provisions which include:

1. All in-water work, defined as work at or below the ordinary high water mark elevation of the project area, shall be completed during the appropriate ODFW in-water work period, or as otherwise defined by ODFW.
2. The ODFW District Fish Biologist shall be contacted 2-weeks prior to the implementation of the project.

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3. Fish salvage and rescue shall be performed prior to the commencement of any in-water work, including work area isolation and temporary water management, provided there is surface flow at that time.
4. Pursuant to OAR 635-412-0035 (10e), prior to in-stream construction activities, all fish must be safely collected, removed from the construction site or dewatered reach, and placed in the flowing stream by an authorized person in possession of a separate valid permit issued by ODFW. An Oregon Scientific Take Permit (OR-STP) from ODFW is required to conduct fish salvage in Oregon and other additional authorization may be needed from NMFS or USFWS if work is in ESA waters. OR-STPs can take up to 4-6 weeks for processing and can be applied for at: <https://apps.nmfs.noaa.gov/index.cfm> or if you have questions about OR-STP permitting, please contact [fish.research@state.or.us](mailto:fish.research@state.or.us)
6. The owner/operator of the structure shall be responsible for all maintenance required such that the project provides adequate passage for native migratory fish. Adequate fish passage is defined as volitional fish passage of native migratory fish species.
  - 6a. The proposed structure should be modified to include a flexible plastic shoot such that fish do not contact the support bars on the downstream side of the v-notch check boards
  - 6b. This structure will require manual manipulation following inundation events to provide for fish egress to Salt Creek.
7. Failure to maintain fish passage at this location and for the duration of this approval shall constitute a violation of this approval and applicable fish passage laws (ORS 509.585 and 509.610).
8. Monitoring and reporting on the effectiveness of fish passage is required at the project. Monitoring shall coincide with the time of the year when native migratory fish are migrating through the project area. Monitoring and reporting shall be based on visual observations, established photo points, flow velocity characteristics, or other means, particularly with regards to fish passage conditions and fish passage performance through the project.
9. Monitoring reports shall be submitted to the ODFW Fish Passage Program staff (cc'd) and the ODFW District Fish Biologist for a period of five years post-construction on years 1, 3, and 5.
10. If monitoring indicates that volitional fish passage is questionable or not provided, the owner/operator, in consultation with the ODFW, shall determine the cause and, during a work period approved by the ODFW, shall modify the structure to rectify fish passage problems as necessary. Failure to monitor fish passage for the duration of the ODFW fish passage approval shall constitute a violation of this approval and applicable fish passage laws (ORS 509.585 and 509.610).
11. The ODFW shall be allowed to inspect the project at reasonable times for the duration of this approval. Unless prompted by emergency circumstances, inspection shall be limited to regular and usual business hours, including weekends. The landowner will be contacted prior to any inspection.
12. It is the responsibility of the applicant to comply with all necessary and required local, county, state, and federal approvals and permits.
13. This approval in no way purports or authorizes take of a federally or state listed species.

Please retain this correspondence for your records, as this documents the ODFW's approval of fish passage for the Eichler Property Alternative Reservoir that you own and manage. This fish passage approval is solely for the purpose of fulfilling Oregon fish passage statutory requirements and responsibilities administered by the Commission or the Department and does not satisfy any other Department, federal, state, or local laws, rules, or regulations, including but not limited to State or Federal Endangered Species Acts, any applicable water rights, approvals or other certificates administered by regulatory authorities.

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Please continue to coordinate with ODFW's North Willamette Watershed District Fish Biologists as the project advances towards implementation. You may contact myself or Kevin Stertz 971-673-6044, or by email at [Kevin.a.stertz@odfw.oregon.gov](mailto:Kevin.a.stertz@odfw.oregon.gov) if you have any questions regarding the content or the provisions of this fish passage approval.

Sincerely,

*Charles M. Barr*

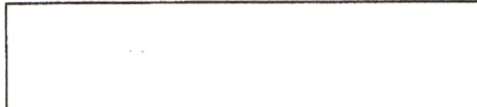
Charles M. Barr  
ODFW Statewide Fish Passage Coordinator, acting  
[Charles.m.barr@odfw.oregon.gov](mailto:Charles.m.barr@odfw.oregon.gov)  
971-678-4871

Cc: Kevin Stertz, ODFW North Willamette Watershed District Fish Biologist, acting  
Leon & Terri Eichler  
Will McGill Surveying, LLC  
ODFW Project files (PA-02-0406)

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**AFTER RECORDING RETURN TO:**

WILMA L EICHLER  
5569 SE AMITY RD  
AMITY, OR



**SEND TAX STATEMENTS TO:**

LEON EICHLER  
12025 SW LANCEFIELD RD  
MCMINNVILLE, OR 97128

OFFICIAL YAMHILL COUNTY RECORDS  
BRIAN VAN BERGEN, COUNTY CLERK

201318902



\$46.00

00429614201300189020030035

12/19/2013 03:55:08 PM

CONSIDERATION: \$ -0-

DMR-DDMR Cnt=1 Stn=4 HOLLANDK  
\$15.00 \$5.00 \$11.00 \$15.00

**BARGAIN AND SALE DEED**

WILMA L. EICHLER, formerly known as WILMA L. SIGL, Successor Trustee of the Philip S. Eichler Revocable Living Trust Agreement dated May 7, 1992, Grantor, conveys to LEON EICHLER, Grantee, the real property in Yamhill County, Oregon, which is more particularly on the attached Exhibit "A" which is incorporated by this reference.

BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON TRANSFERRING FEE TITLE SHOULD INQUIRE ABOUT THE PERSON'S RIGHTS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009 AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010. THIS INSTRUMENT DOES NOT ALLOW USE OF THE PROPERTY DESCRIBED IN THIS INSTRUMENT IN VIOLATION OF APPLICABLE LAND USE LAWS AND REGULATIONS. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON ACQUIRING FEE TITLE TO THE PROPERTY SHOULD CHECK WITH THE APPROPRIATE CITY OR COUNTY PLANNING DEPARTMENT TO VERIFY THAT THE UNIT OF LAND BEING TRANSFERRED IS A LAWFULLY ESTABLISHED LOT OR PARCEL, AS DEFINED IN ORS 92.010 OR 215.010, TO VERIFY THE APPROVED USES OF THE LOT OR PARCEL, TO DETERMINE ANY LIMITS ON LAWSUITS AGAINST FARMING OR FOREST PRACTICES, AS DEFINED IN ORS 30.930, AND TO INQUIRE ABOUT THE RIGHTS OF NEIGHBORING PROPERTY OWNERS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009, AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010.

DATED this 17 day of December, 2013.

WILMA L. EICHLER, Successor Trustee  
of the Philip S. Eichler Revocable  
Living Trust Agreement dated  
May 7, 1992

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STATE OF OREGON )  
) ss:  
County of Polk )

On this 17 day of December, 2013, personally appeared before me the above-named **WILMA L. EICHLER, Successor Trustee of the Philip S. Eichler Revocable Living Trust Agreement dated May 7, 1992**, and acknowledged the foregoing instrument to be her voluntary act and deed.



NOTARY PUBLIC FOR OREGON  
My Commission Expires: 8-29-15



EXHIBIT A

PARCEL 1:

A tract of land in Sections 18 and 19, Township 5 South, Range 4 West of the Willamette Meridian in Yamhill County, Oregon, more particularly described as follows:

Beginning at an iron rod on the South line of the Robert J. Lancefield Donation Land Claim No. 44 at the Southeast corner of a 9.54 acre tract described in a Deed recorded April 10, 1913, from Daniel E. Miller, et ux, to Joseph H. and W. H. Loop in Book 64, page 512, Deed Records, Yamhill County, Oregon; thence Northwesterly along the East line of said Loop tract 16.20 chains, more or less, to the Easterly side of the Southern Pacific right of way; thence Northeasterly along the Easterly right of way 29.47 chains to an iron rod at the Southwest corner of County Survey No. 2528 and also the Southwest corner of Parcel 2 in a Deed to Ernest Robertson, et ux, recorded March 1, 1937, in Book 112, page 263, Deed Records, Yamhill County, Oregon; thence South 84°32' East 18.18 chains to a point on the West line of a tract conveyed to Lancefield Farm Co. by Deed recorded February 4, 1969, in Film Volume 74, page 670, Deed and Mortgage Records, Yamhill County, Oregon; thence South 30°30' West 6.90 chains to a stake on fence line; thence South 6°11' West along fence line 36.42 chains to an iron rod on the South line of said Lancefield Claim and on the Northerly side of the County Road; thence South 89°03' West along the South line of said Lancefield Claim and the North line of the County Road 15.13 chains, more or less, to the point of beginning.

The above described real property is subject to:

1. Rights of the public in streets, roads, and highways.
2. As disclosed by the tax roll the premises herein described have been zoned or classified for farm use, and at any time that said land is disqualified for such use the property will be subject to additional taxes and interest.

PARCEL 2:

A tract of land in Section 19, Township 5 South, Range 4 and Section 24, Township 5 South, Range 5 West of the Willamette Meridian in Yamhill County, Oregon, more particularly described as follows:

Beginning at the Northeast corner of Tract No. 1 as described in a Deed from W. T. Vinton to Gale B. Vinton, et ux, recorded January 7, 1942, in Book 119, page 182, Deed Records, Yamhill County, Oregon; thence Northeasterly along the Westerly right of way line of the Southern Pacific Railroad, 2300 feet, more or less, to the South line of a tract conveyed to Ernest Robertson, et ux, by Deed recorded June 28, 1961, in Film Volume 17, page 225, Deed and Mortgage Records, Yamhill County, Oregon; thence West along the South line of said Robertson tract 1366 feet, more or less, to the East line of the County Road; thence South along the East line of said County Road 2300 feet, more or less, to the Northwest corner of said Vinton tract; thence East along the North line of said Vinton tract 202 feet, more or less, to the point of beginning.

Parcel 2. A tract of land in Section 19, Township 5 South, Range 4 and Section 24, Township 5 South, Range 5 West of the Willamette Meridian in Yamhill County, Oregon, more particularly described as follows:

Beginning at a point on the East line of the John T. Jeffreis Donation Land Claim No. 67, 7.66 chains South of the Northeast corner thereof; thence South along the East line of said Donation Land Claim 23.73 chains to a stone; thence West along

the South line of a tract conveyed to G.E. Wood by Deed recorded December 1, 1904, in Book 47, page 183, 1285 feet to the Southeast corner of the tract excepted from Parcel No. 1 in a conveyance to Udene Allen, recorded April 12, 1972, in Film Volume 88, page 2106, Deed and Mortgage Records, Yamhill County, Oregon; thence Northwesterly along the East line of said excepted tract 1125 feet, more or less, to the center of County Road No. 440; thence West along the center of said County Road 350 feet, more or less, to the East line of County Market Road No. 34; thence North along the East line of said County Road No. 34, 530 feet, more or less, to the North line of said Wood tract; thence East along the North line of said Wood tract 1230 feet, more or less, to the point of beginning.

EXCEPTING THEREFROM that portion lying in the Southern Pacific right of way, and ALSO EXCEPTING the tract conveyed to Daniel E. Miller, et ux, by Deed recorded December 15, 1910, in Book 60, page 257, Deed Records, Yamhill County, Oregon.

Parcel 3. A tract of land in Section 24, Township 5 South, Range 5 West of the Willamette Meridian in Yamhill County, Oregon, more particularly described as follows:

Beginning at the Southwest corner of a tract conveyed to Ernest Robertson, et ux, by Deed recorded June 28, 1961, in Film Volume 17, page 225, Deed and Mortgage Records, Yamhill County, Oregon; thence East along the South line of said Robertson tract 365 feet; thence Northeasterly and parallel to the West line of said Robertson tract 1125 feet, more or less, to the center of County Road No. 440; thence West along the center of said County Road to the West line of said Robertson tract; thence South along the West line of said Robertson tract to the point of beginning.

EXCEPT the portions lying in the County Road, and ALSO EXCEPTING that portion conveyed to Yamhill County by Deed recorded November 3, 1972, in Film Volume 91, page 1850, Deed and Mortgage Records, Yamhill County, Oregon.

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Parcel 4. Beginning at an iron pin 3/4x3/4x18 inches set on the East line of the Southern Pacific Railroad Right of Way, said beginning point being North 5° West 43.543 chains and South 83°31' East 28.207 chains from the Southeast corner of the A. E. Garrison Donation Land Claim, and being a part of the Robert Lancefield Donation Land Claim No. 44, Notification No. 1249, in Township 5 South, Range 4 West of the Willamette Meridian in Yamhill County, Oregon; thence North 10°08' East along the East line of said right of way 7.172 chains to an iron pin 3/4x3/4x18 inches; thence South 83°02' East 25.80 chains to an iron pin 3/4x3/4x18 inches; thence North 67°24' East 3.872 chains to a point in the center of Salt Creek from which an iron pin 3/4x3/4x18 inches set for witness corner on the West bank of Salt Creek bears South 67°24' West 20 feet; thence up the center of the main channel of Salt Creek as follows: South 52°30' East 53 links, North 88°45' East 2.69 chains; thence South 44° East 1.62 chains; thence South 4°30' East 1.41 chains; thence South 10°40' West 1.55 chains; thence South 39°20' West 98 links; thence South 66°10' West 2.83 chains; thence South 30°45' West 1.01 chains; thence South 2°30' East 1.09 chains; thence South 36°30' East 96 links to a point in the center of Salt Creek

from which an iron pin 3/4x3/4x18 inches bears North 83°30' West 24 feet; thence North 83°31' West 31.60 chains to the point of beginning.

ALSO the following described premises, to wit:

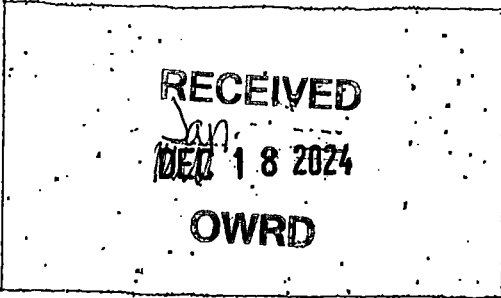
Being a part of the Donation Land Claim of Robert J. Lancefield and wife, Notification No. 1249, Claim No. 44 in Section 18, Township 5 South, Range 4 West of the Willamette Meridian in Yamhill County, Oregon, and being further described as follows: Beginning at a stake on the East line of the Southern Pacific Railroad Right of Way at the Southwest corner of that certain tract above described, and North 5° West 43.543 chains and South 83°31' East 28.207 chains from the Southeast corner of the A. E. Garrison Donation Land Claim, and running thence South 10°08' West along the East line of said right of way, 23.00 chains to the beginning of a curve; thence South 9°28' West 1.825 chains to an iron rod on the East line of said right of way for Southwest corner; thence South 84°32' East 18.18 chains to an iron rod on fence line; thence North 48°17' East along fence line, 9.00 chains to an iron rod; thence South 86°30' East across swale 5.62½ chains to an iron rod by fence; thence North 47°17' East along fence now there 7.220 chains to an anchor post; thence North 31°02' East along fence 8.47½ chains to an anchor post; thence North 16°23' East along fence 6.040 chains to center of Salt Creek; thence South 64°17' West with center of Salt Creek 4.430 chains to bend in creek; thence North 65°08' West 2.57 chains to an iron rod at the Southeast corner of the above described tract, about 1 foot Southerly from an ash tree on the bank of Salt Creek; thence North 83°31' West 31.220 chains to the place of beginning.

The above described real property is subject to:

1. Rights of the public in streets, roads, and highways.
2. As disclosed by the tax roll the premises herein described have been zoned or classified for farm use, and at any time that said land is disqualified for such use the property will be subject to additional taxes and interest.
3. Any liens or encumbrances suffered or permitted by Grantee since August 15, 1973.

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Date Received (Date Stamp Here)

# OWRD Over-the-Counter Submission Receipt

Applicant Name(s) & Address: Leon & Terri Eichler  
17025 SW Lancelfield

Transaction Type: Reservoir

Fees Received: \$ 3140.00

Cash  Check: Check No. 2227

Name(s) on Check: Will McGill Surveying

Thank you for your submission. Oregon Water Resources Department (Department) staff will review your submittal as soon as possible.

If your submission is determined to be complete, you will receive a receipt for the fees paid and an acknowledgement letter stating your submittal is complete.

If determined to be incomplete, your submission and the accompanying fees will be returned with an explanation of deficiencies that must be addressed in order for the submittal to be accepted.

If you have any questions, please feel free to contact the Department's Customer Service staff at 503-986-0801 or 503-986-0810.

Sincerely,  
OWRD Customer Service Staff

Submission received by: Corie Lourien  
(Name of OWRD staff)

### Instructions for OWRD staff:

- Complete this Submission Receipt and make two (2) copies. Place one copy with the check/cash and place the other copy with the submission (i.e., the application or other document).
- Date-stamp all pages. (NOTE: Do not stamp check.)
- Give this original Submission Receipt to the applicant.
- Record Submission Receipt information on the "RECEIVED OVER THE COUNTER" log sheet.
- Fold and put one copy of the Submission Receipt with check/cash into the Safe slot. Place the other copy of the Submission Receipt with submission (application/other document) in the for drawer.