

E-2 App Yes No**Standard Application Completeness Checklist****Groundwater and Surface Water Applications Only**

Minimum Application Requirements (OAR 690-310-0040 &-0050)

For use by WRD staff only

Application #:	S-90013	Receipt #:	147402/147387
Applicant Name:	Janet Shelton & Howard Cusack	Amount Requested:	.05 cfs
Priority Date:	5/26/2026	Proposed Use:	domestic
County:	Lane	POD's TRS &TL:	18S 11W 20; TL 105/108
WM #:	2	Caseworker:	Lucinda
Reviewed by:	Corie	Reviewed Date:	4/27/26

 Forms accurate as of April 1, 2026 Applicant/Organization Name and Mailing Address Signature of **all** applicants (include title or authority of representative if applicant is an organization or corporation). Note: Applicant's agent may NOT sign the application on behalf of the applicant.Property Ownership: Does the applicant own all the land for the proposed project? Yes No

If No:

 The affected landowner's name(s) and mailing address(s) must be listed. A signed statement declaring the existence of either written authorization or an easement permitting access to land crossed by the proposed ditch canal or other work must be submitted. **For a SW Application:** Source of water must be indicated. If the source is stored water, is the stored water component filled out and does the applicant own the reservoir or include a non-expired agreement for stored water? (ORS 537.400) If for stored water, is the source authorized under a permit, certificate, or decree?Permit or Certificate issued: Y N Permit or Certificate #: **NOTE:** An expedited secondary (E2) application and a reservoir application cannot be filed at the same time. The reservoir must be legally authorized first, under an existing water right, in order to accept and process an E2 application. **For a GW Application:** Well development table completed and a well log report included (if existing) Division 33 (Sensitive, Threatened, Endangered, Fish Species) Proposed Water Use: Amount of water from *each* source in GPM, CFS, or AF Period of use indicated If for supplemental irrigation, primary acreage or underlying permit or certificate number listed.

(Note: Primary and Supplemental Irrigation counts as 2 uses)

 Water Management Section Resource Protection Section

Project schedule. (Note: If system is already completed, indicates "existing.", (Note: Estimates are okay if the water system has not been designed))

Supplemental data sheets enclosed (if needed)

Form M (Municipal or Quasi-Municipal)

A completed **Land-Use Form** or receipt signed and dated by the appropriate planning department. Please be certain that the Land-Use form lists all lands involved and all uses proposed. Date of signature must be within the past 12 months.

A **Legal Description** of all the properties involved where water is diverted, conveyed, and used. The legal description includes a metes and bounds or other government survey description. A copy of the deed, land sales contract or title insurance policy can provide this information, or applicant may submit a lot book report prepared by a title company.

Copies of tax bills are not acceptable

The proposed source IS IS NOT withdrawn from further appropriation. **NOTE:** If it is withdrawn under ORS 538, reject/return application and fees.

The proposed source IS IS NOT restricted (ORS 536.415):

Allowed uses: Domestic Storage Irrigation Wildlife Recreation

The map must meet all the minimum requirements of OAR 690-310-0050:

Latitude and Longitude of POAs/PODs

Township, Range, Section

Location of main canals, ditches, pipelines or flumes (if POA/POD is outside of POU)

Place of use, ¼-¼'s and tax lot clearly identified

Even map scale not less than 4" = 1 mile (1" = 1320 ft.); examples: 1" = 100 ft., 1" = 200 ft.

Location of **each** diversion point or well by reference to a recognized public land survey corner.

Multiple wells shall be uniquely labeled, and identified on well logs, if existing.

Reference corner on map

North directional symbol

Number of acres per ¼ ¼ if for irrigation, supplemental irrigation, or nursery use

If SW: location and flow direction of all water ways

Fees: Amount of Water Requested: .05 cfs Name on Check: same as applicants

Exam Fee Subtotal:	\$ 2250
60% Due:	\$ 1350
Amount Received:	\$ 1350

E2 Only Fees: Amount of Water Requested: _____ Name on Check: _____

Exam Fee Due:	\$
Exam Fee Submitted:	\$
Difference:	\$
Recording Fee Paid?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No \$
Total:	\$

**Oregon Water Resources Department
Surface Water Application**

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Today's Date: Wednesday, May 27, 2026 PLEASE PAY ONLY THE AMOUNT SHOWN IN YELLOW BELOW WITH APPLICATION SUBMISSION

Base Application Fee.		\$1,635.00
Number of proposed cubic feet per second (cfs) to be diverted. (1 cfs = 448.83 gallons per minute)	.05	\$615.00
Number of proposed Use's for the appropriated water. (i.e. Irrigation, Supplemental Irrigation, Pond Maintenance, Industrial, Commercial, etc) *	1	
Number of proposed Surface Water points of diversions. **	1	
Number of Acre Feet to be diverted from Stored Water. (if the application is appropriating water from a pond/reservoir)	0	
Exam Fee Subtotal:		\$2,250.00
Permit Recording Fee. ***		\$915.00
* the 1st Water Use is included in the base cost. ** the 1st Surface Water point of diversion is included in the base cost. *** the Permit Recording Fee is not required when the application is submitted but, must be paid before a permit will be issued. It is fully refundable if a permit is not issued. If the recording fee is not paid prior to issuance of the Final Order, permit issuance will be delayed.	<input type="button" value="Recalculate"/>	
Total Estimated cost of Permit Application		\$3,165.00
Payment Requirements:		
Amount to be paid with application submission (60% of Exam Fee)		\$1,350.00
Amount to be paid with request to continue processing after issuance of Initial Review (40% of Exam Fee plus Permit Recording Fee ***)		\$1,815.00

MONEY SLIP

DATE: 5-22-2026 RECEIPT #: 147387

RECEIVED FROM: Howard T. Cusack APPLICATION: 590013
PERMIT
TRANSFER

CASH CHECK # 3647 OTHER (IDENTIFY)
TOTAL REC'D \$ 675.00

1083 TREASURY 4170 MISC CASH ACCT.

0407 COPIES \$
OTHER: (IDENTIFY) \$

0243 Instream Lease 0244 Muni Water Mgmt. Plan 0245 Cons. Water

1083 TREASURY 4270 WRD OPERATING ACCT.

MISCELLANEOUS 46111
0407 COPY & TAPE FEES \$
0410 RESEARCH FEES \$
0408 MISC REVENUE (IDENTIFY) \$
TC162 DEPOSIT LIAB. (IDENTIFY) \$
0240 EXTENSION OF TIME \$

WATER RIGHTS
0201 SURFACE WATER EXAM FEE \$675.00 RECORD FEE \$
0203 GROUND WATER \$ RECORD FEE \$
0205 TRANSFER \$

WELL CONSTRUCTION
0218 WELL DRILL CONSTRUCTOR EXAM FEE \$ RECORD FEE \$
LANDOWNER'S PERMIT \$ RECORD FEE \$
OTHER (IDENTIFY)

0607 TREASURY 0467 HYDROELECTRIC

0233 POWER LICENSE FEE (FW/WRD) LIC NUMBER \$
0231 HYDRO LICENSE FEE (FW/WRD) \$
HYDRO APPLICATION \$

SPECIAL INSTRUCTIONS:

RETURN TO APPLICANT -- LETTER ATTACHED

Wk 5.1
CORRE

MONEY SLIP

DATE: 5-26-2026	RECEIPT #: 147482
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RECEIVED FROM: Janet M. Shelton	APPLICATION: 590013
	PERMIT:
	TRANSFER:

CASH <input type="checkbox"/>	CHECK # <input checked="" type="checkbox"/> 1254	OTHER (IDENTIFY) <input type="checkbox"/>	TOTAL REC'D \$ 675.00
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1083 TREASURY 4170 MISC CASH ACCT.

0407 COPIES	\$	
OTHER: (IDENTIFY)	\$	
0243 Instream Lease	0244 Muni Water Mgmt. Plan	0245 Cons. Water

1083 TREASURY 4270 WRD OPERATING ACCT.

MISCELLANEOUS		46111	
0407 COPY & TAPE FEES		\$	
0410 RESEARCH FEES		\$	
0408 MISC REVENUE (IDENTIFY)		\$	
TC162 DEPOSIT LIAB. (IDENTIFY)		\$	
0240 EXTENSION OF TIME		\$	
WATER RIGHTS		EXAM FEE	RECORD FEE
0201 SURFACE WATER	\$ 675.00	0202	\$
0203 GROUND WATER	\$	0204	\$
0205 TRANSFER	\$		
WELL CONSTRUCTION		EXAM FEE	RECORD FEE
0218 WELL DRILL CONSTRUCTOR	\$	0219	\$
LANDOWNER'S PERMIT		0220	\$
OTHER (IDENTIFY)			

0607 TREASURY 0467 HYDROELECTRIC

0233 POWER LICENSE FEE (FW/WRD)	LIC NUMBER	\$
0231 HYDRO LICENSE FEE (FW/WRD)		\$
HYDRO APPLICATION		\$

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