

E-2

Standard Application Completeness Checklist

Minimum Requirements (OAR 690-310-0040)(ORS 537.400)

This is the checklist used by WRD staff

Yes (No)

Application G17724 County Columbia Priority Date 9/25/13

Township 7N Range 2W Section 3, 17

Amount 1.114 CFS Use Industrial WM Dist. # 18

Applicant Name Teenin

Receipt No. 110059

Caseworker Assigned: [X] Mary Rohling [ ]

[X] Contact info: Applicant/Organization Name, Mailing Address, and Telephone Number

[X] Signature (in ink) of all applicants or the applicant's authorized agent (include title or authority if for an organization or corporation). Signature must be an original "wet" signature. Copies cannot be accepted.

[X] Property ownership: Does the applicant own all the land for the proposed project? (Y) / N

If No:

[X] The affected landowner's name and mailing address must be listed (AND)

[X] 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.

[X] For a SW Application: Source of water must be indicated.

[X] 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)

NOTE: A surface water application cannot be filed at the same time as a Reservoir or Alt Reservoir if it will be for the use of the stored water under the PROPOSED Reservoir application, Exp. Secondary (E2).

[X] If for stored water not under contract, is the source authorized under a permit, certificate, or decree? Permit or Certificate issued? Y / N Permit or Certificate #

[X] For a GW Application: Well Development Tables completed and/or a well log report included (if existing)

[X] The proposed source IS (IS NOT) (circle one) restricted or withdrawn from further appropriation.

NOTE: If it is withdrawn under ORS 538, then return application and fees. If it is withdrawn by other means, accept the application and a negative IR will be issued.

[X] Proposed water use. Number of uses: 1 (Primary and Supplemental Irrigation is 2 uses.)

[X] Amount of water from each source in GPM, CFS, or AF How many POA/PODs? 1

[X] Period of use indicated

[X] If for supplemental irrigation, primary acreage or underlying permit or certificate number listed

[X] Supplemental data sheets enclosed (if needed)

[X] Form M (Municipal or Quasi-Municipal)

[X] Spring Description Sheet (if source is a spring)

- Water Management Section (Estimates if the water system has not been designed).
- Resource Protection Section (N/A for Groundwater)
- Preliminary plans and specifications including dam height, width, crest width and surface area for each reservoir for all standard reservoir applications. **How many reservoirs?** \_\_\_\_
- A map prepared by a CWRE for a standard reservoir application proposing to store  $\geq 9.2$  acre feet AND having a dam height  $\geq 10$  feet.
- Project schedule (If system is already completed, indicate "existing.")
- A completed Land-Use Form or receipt signed and dated by the appropriate planning department officials. *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. Signature must be an original "wet" signature. Copies cannot be accepted.*
- A Legal Description of all the properties involved where water is diverted, crossed, 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 map must meet all the minimum requirements of OAR 690-310-0050.
  - Township, Range, Section
  - Location of main canals, ditches, pipelines or flumes (if POA/POD is outside of POU)
    - Place of use, 1/4-1/4'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, well or dam 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 1/4-1/4 if for irrigation, nursery, or agriculture

**Fees: Amount of water requested:** 1,119 CFS

Base Fee	\$ _____	Total Exam Fees	\$ _____
1 <sup>st</sup> CFS or AF	\$ _____	Permit Recording Fees	\$ _____
Addnl CFS/AF _____	= \$ _____	Mitigation Fee	\$ _____
Addnl Use/POD/POA _____	= \$ _____	Amount Paid	\$ <u>2800</u>
Addnl Reservoir _____	= \$ _____	Total Due	\$ <u>2200</u>
Other _____	= \$ _____	Amount Returned	\$ <u>600</u>
Exam Fee Total	\$ _____		

Reviewed by: Andrea M Date: Sept. 26, 2013



Water Resources Department

**Apply for a Permit to Appropriate Ground Water and/or Store Ground Water**

Today's Date: Thursday, September 26, 2013

Base Application Fee for use of Ground, Surface and optionally Stored Water.		\$1,150.00
Number of proposed cubic feet per second (cfs) to be appropriated. (1 cfs = 448.83 gallons per minute)	1.114	\$600.00
Number of proposed Use's for the appropriated water. (i.e. Irrigation, Supplemental Irrigation, Pond Maintenance, Industrial, Commercial, etc) *	1	
Number of proposed Ground Water points of appropriation. (i.e. number of wells) (include all injection wells, if applicable) **	1	
Number of Acre Feet to be stored in a reservoir/pond from Ground Water.	0	
Number of Acre Feet to be appropriated from reservoir/pond (Only Applies to reservoir/pond constructed under Ground Water Application)	0	
Number of reservoirs.	0	
Permit Recording Fee. ***		\$450.00
* the 1st Water Use is included in the base cost. ** the 1st Ground Water point of appropriation 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.	Recalculate	
Estimated cost of Permit Application		\$2,200.00

[Return to Fee Calculator Options page](#)

[OWRD Fee Schedule](#)

Fee Calculator Version B20130709

G-17724

# Minimum Requirements Checklist

Minimum Requirements (OAR 690-310-0040, OAR 690-310-0050 & ORS 537.615)

## Include this checklist with the application

**Check that each of the following items is included.** The application will be returned if all required items are not included. If you have questions, please call the Water Rights Customer Service Group at (503) 986-0900.

- SECTION 1: applicant information and signature
- SECTION 2: property ownership
- SECTION 3: well development
- SECTION 4: water use
- SECTION 5: water management
- SECTION 6: storage of groundwater in a reservoir
- SECTION 7: use of stored groundwater from the reservoir
- SECTION 8: project schedule
- SECTION 9: within a district
- SECTION 10: remarks

---

### Attachments:

- Land Use Information Form with approval and signature (*must be an original*) or signed receipt
- Provide the legal description of: (1) the property from which the water is to be diverted, (2) any property crossed by the proposed ditch, canal or other work, and (3) any property on which the water is to be used as depicted on the map. Example: A copy of the deed, land sales contract or title insurance policy.
- Fees - Amount enclosed: \$2800  
See the Department's Fee Schedule at [www.oregon.gov/owrd](http://www.oregon.gov/owrd) or call (503) 986-0900.

---

### Provide a map and check that each of the following items is included:

- Permanent quality and drawn in ink
- Even map scale not less than 4" = 1 mile (example: 1" = 400 ft, 1" = 1320 ft, etc.)
- North Directional Symbol
- Township, Range, Section, Quarter/Quarter, Tax Lots
- Reference corner on map
- Location of each well, and/or dam if applicable, by reference to a recognized public land survey corner (distances north/south and east/west). Each well must be identified by a unique name and/or number.
- Indicate the area of use by Quarter/Quarter and tax lot clearly identified
- NA** Number of acres per Quarter/Quarter and hatching to indicate area of use if for primary irrigation, supplemental irrigation, or nursery
- NA** Location of main canals, ditches, pipelines or flumes (if well is outside of the area of use)
- NA** Other \_\_\_\_\_



# Oregon

John A. Kitzhaber, MD, Governor

**Water Resources Department**

North Mall Office Building  
725 Summer Street NE, Suite A  
Salem, OR 97301-1271  
503-986-0900  
FAX 503-986-0904

Dear Applicant:

The Oregon Water Resources Department received your application for a permit to use or store water. Your application has been assigned file number 617724. Please refer to this number when contacting the Department. A description of the steps that must be followed when processing an application has been included on the reverse side of this letter.

The Department's goal is to process applications within statutory deadlines. As you can see, the first step in the process is for you to receive an Initial Review. Recently, surface water and reservoir applications have been receiving their Initial Reviews in approximately two to three months, whereas ground water applications have been averaging approximately five to six months.

Your application is subject to review and comment from other state agencies and interested parties.

**NOTE: The filing of an application for a permit to use or store water does not allow you to use water. Water may be used only after a permit is issued.**

I will be coordinating the processing of your application. If you have any questions, please call me at 503-986-0859.

Sincerely,

Mary Rohling  
Water Right Application Caseworker

## Water-Use Permit Application Processing

### **1. Initial Review**

The Department reviews the application to determine whether water is available during the period requested, whether the proposed use is restricted or limited by rule or statute, and whether other issues may preclude approval of or restrict the proposed use. An Initial Review containing preliminary determinations is mailed to the applicant. The applicant has 14 days from the mailing date to withdraw the application from further processing and receive a refund of all fees paid minus \$200. The applicant may put the application on hold for up to 180 days and may request additional time if necessary.

### **2. Public Notice**

Within 7 days of the mailing of the initial review, the Department gives public notice of the application in the weekly notice published by the Department at [www.oregon.gov/owrd](http://www.oregon.gov/owrd). The public comment period is 30 days from publication in the weekly notice.

### **3. Proposed Final Order Issued**

The Department reviews any comments received, including comments from other state agencies related to the protection of sensitive, threatened or endangered fish species. Within 60 days of completion of the initial review report, the Department issues a Proposed Final Order explaining the proposed decision to deny or approve the application. A proposed final order proposing approval of an application will include a draft permit and may request additional information or outstanding fees required prior to permit issuance.

### **4. Public Notice**

Within 7 days of issuing the proposed final order, the Department gives public notice in the weekly notice. Notice includes information about the application and the proposed final order. Protest must be received by the Department within 45 days after publication of the PFO in the weekly notice. Anyone may file a protest. The protest filing fee is \$350.00 for the applicant and \$700.00 for non-applicants. Protests are filed on approximately 10% of Proposed Final Orders. If a protest is filed the Department will attempt to settle the protest but will schedule a contested case hearing if necessary.

### **5. Final Order Issued**

If no protests are filed, the Department can issue a Final Order within 60 days of the close of the period for receiving protest. If the application is approved, a permit is issued. The permit specifies the details of the authorized use and any terms, limitations or conditions that the Department deems appropriate.

If no protest is filed and if the applicant does not request any administrative holds, the approximate total processing time is 9 months for surface water and reservoir applications and 14 months for ground water applications.

### Processing of Applications for Alternate Reservoirs and the Use of Stored Water Exclusively

After a completed application has been received by the Department, the Department must make public notice of the application within 60 days. The Department does not notify individual, neighboring landowners of an application unless they are identified in the application as affected landowners. The public notice is to ensure that any person may submit detailed information requesting the Department deny an application based on injury to existing water rights or based on significant detrimental impact to an existing fishery resource. All comments must be submitted within 60 days of the public notice.

The Department issues a Final Order within 180 days of the priority date (i.e. date of submission of the application). The Department recommends applicants not schedule excavation work or otherwise expend financial resources until on ODFW fish passage plan and the alternate reservoir application have been approved.

**STATE OF OREGON  
WATER RESOURCES DEPARTMENT**

725 Summer St. N.E. Ste. A  
SALEM, OR 97301-4172  
(503) 986-0900 / (503) 986-0904 (fax)

RECEIPT # **110059**

INVOICE # \_\_\_\_\_

RECEIVED FROM: Teevin Bros.  
BY: \_\_\_\_\_

APPLICATION	G-17724
PERMIT	
TRANSFER	

CASH:  CHECK: # 32664 OTHER: (IDENTIFY)

TOTAL REC'D \$ 2,800.00

**1083 TREASURY 4170 WRD MISC CASH ACCT**

0407 COPIES \$ \_\_\_\_\_  
 \_\_\_\_\_ OTHER: (IDENTIFY) \$ \_\_\_\_\_  
 0243 I/S Lease \_\_\_\_\_ 0244 Muni Water Mgmt. Plan \_\_\_\_\_ 0245 Cons. Water \_\_\_\_\_

**4270 WRD OPERATING ACCT**

**MISCELLANEOUS**

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

**WATER RIGHTS:**

0201 SURFACE WATER	EXAM FEE	0202	RECORD FEE
\$ _____	\$ _____		\$ _____
0203 GROUND WATER	EXAM FEE	0204	RECORD FEE
\$ <u>2350.00</u>	\$ _____		\$ <u>450.00</u>
0205 TRANSFER	EXAM FEE		LICENSE FEE
\$ _____	\$ _____		\$ _____

**WELL CONSTRUCTION**

0218 WELL DRILL CONSTRUCTOR \$ \_\_\_\_\_ 0219 LICENSE FEE \$ \_\_\_\_\_  
 LANDOWNER'S PERMIT \$ \_\_\_\_\_ 0220 LICENSE FEE \$ \_\_\_\_\_  
 \_\_\_\_\_ OTHER (IDENTIFY) \_\_\_\_\_

**0536 TREASURY 0437 WELL CONST. START FEE**

0211 WELL CONST START FEE \$ \_\_\_\_\_ CARD # \_\_\_\_\_  
 0210 MONITORING WELLS \$ \_\_\_\_\_ CARD # \_\_\_\_\_  
 \_\_\_\_\_ OTHER (IDENTIFY) \_\_\_\_\_

**0607 TREASURY 0467 HYDRO ACTIVITY LIC NUMBER**

0233 POWER LICENSE FEE (FWWRD) \$ \_\_\_\_\_  
 0231 HYDRO LICENSE FEE (FWWRD) \$ \_\_\_\_\_  
 \_\_\_\_\_ HYDRO APPLICATION \$ \_\_\_\_\_

**TREASURY OTHER / RDX**

FUND \_\_\_\_\_ TITLE \_\_\_\_\_  
 OBJ. CODE \_\_\_\_\_ VENDOR # \_\_\_\_\_  
 DESCRIPTION \_\_\_\_\_ \$ \_\_\_\_\_

RECEIPT: **110059** DATED: 9-25-13 BY: BJ Williamson

Distribution - White Copy - Customer, Yellow Copy - Fiscal, Blue Copy - File, Buff Copy - Fiscal

OREGO61-01

Oregon Water Resources Department

9/12/2013

130903 - GW APP FEE 9/3/2013

2,800.00

0.00

2,800.00

RECEIVED BY OWRD

SEP 25 2013

SALEM, OR

2,800.00

0.00

2,800.00