



**Oregon**  
Kate Brown, Governor

**Water Resources Department**  
725 Summer St NE, Suite A  
Salem, OR 97301  
(503) 986-0900  
Fax (503) 986-0904

## **Water Right Application Initial Review**

August 18, 2017

BIGGS SERVICE DISTRICT  
304 W 2ND ST SUITE 100  
RUFUS OR 97050

Reference: G-18475

Application G-18475 proposes appropriation of 0.89 cubic foot per second (CFS) of water from a well in Columbia River Basin for year-round municipal uses.

### **Summary**

Not all determinations herein are favorable; **it is unlikely that Application G-18475 will be approved** without the submittal of additional information.

This initial review does not address various public interest issues or public comments. These issues will be addressed as the Department reviews comments from the public and other agencies, and prepares a Proposed Final Order. If significant public interest issues are identified, they could have an impact on the eventual outcome of the application.

**At this time, you must decide whether to proceed or to withdraw the application.**

### **Proceed**

If you choose to proceed with the application you do not have to notify the Department. The application will be placed on the Department's Public Notice to allow others the opportunity to comment. After the comment period the Department will complete a public interest review and issue a Proposed Final Order.

### **Withdraw**

You may withdraw the application and receive a refund (minus a \$260 processing charge per application). You must notify the Department in writing by **September 1, 2017**. For your convenience you may use the enclosed "STOP PROCESSING" form.

### **Initial Review Preliminary Determinations (OAR 690-310-0080)**

1. The application proposed the appropriation of 0.89 CFS of water from a well in Columbia River Basin for year-round municipal uses.
2. The proposed use is not prohibited by law or rule except where otherwise noted below.
3. Municipal use is allowed under the Deschutes Basin Program (OAR 690-505). Therefore, the appropriation of water from a well in Columbia River Basin for municipal uses is allowable.
4. The Department has determined, based upon OAR 690-009, that the proposed groundwater use will not have the potential for substantial interference with any surface water.
5. The proposed use is not located within or above any state or federal scenic waterway.
6. The point of appropriation is not located within a Critical, Limited, or Withdrawn groundwater area.
7. Department staff conducted a rate review per Division 86 requirements (OAR 690-086), determining that the Form M as submitted with the application is insufficient, as it provides information from 2003. The applicant will need to provide more updated information in order for a determination to be made for current and future water use.

#### **If a Permit is Issued it will Likely Include the Following Conditions:**

1. Construction of the well shall begin within five years of the date of permit issuance. The deadline to begin construction may not be extended. This permit is subject to cancellation proceedings if the begin construction deadline is missed.
2. If the number, location, source, or construction of any well deviates from that proposed in the permit application or required by permit conditions, this permit may not be valid, unless the Department authorizes the change in writing.

#### **Measurement Devices, and Recording/Reporting of Annual Water Use Conditions:**

- A. Before water use may begin under this permit, the permittee shall install a totalizing flow meter at each point of appropriation. The permittee shall maintain the device in good working order.
- B. The permittee shall allow the watermaster access to the device; provided however, where any device is located within a private structure, the watermaster shall request access upon reasonable notice.
- C. The permittee shall keep a complete record of the volume of water diverted each month, and shall submit a report which includes water-use measurements to the Department annually, or more frequently as may be required by the Director.

Further, the Director may require the permittee to report general water-use information, including the place and nature of use of water under the permit.

- D. The Director may provide an opportunity for the permittee to submit alternative measuring and reporting procedures for review and approval.

**Static Water Level Conditions:**

The Department requires the water user to obtain, from a qualified individual (see below), and report annual static water levels for each well on the permit. The static water level shall be measured in the month of March. Reports shall be submitted to the Department within 30 days of measurement.

The permittee shall report an initial March static water-level measurement once well construction is complete and annual measurements thereafter. Annual measurements are required whether or not the well is used. The first annual measurement will establish a reference level against which future measurements will be compared. However, the Director may establish the reference level based on an analysis of other water-level data. The Director may require the user to obtain and report additional water levels each year if more data are needed to evaluate the aquifer system.

All measurements shall be made by a certified water rights examiner, registered professional geologist, registered professional engineer, licensed well constructor or pump installer licensed by the Construction Contractors Board. Measurements shall be submitted on forms provided by, or specified by, the Department. Measurements shall be made with equipment that is accurate to at least the standards specified in OAR 690-217-0045. The Department requires the individual performing the measurement to:

- A. Associate each measurement with an owner's well name or number and a Department well log ID; and
- B. Report water levels to at least the nearest tenth of a foot as depth-to-water below ground surface; and
- C. Specify the method of measurement; and
- D. Certify the accuracy of all measurements and calculations reported to the Department.

The Department may require the discontinuance of groundwater use, or reduce the rate or volume of withdrawal, from the well(s) if any of the following events occur:

- A. Annual water-level measurements reveal an average water-level decline of three or more feet per year for five consecutive years; or
- B. Annual water-level measurements reveal a water-level decline of 15 or more feet in fewer than five consecutive years; or
- C. Annual water-level measurements reveal a water-level decline of 25 or more feet; or
- D. Hydraulic interference leads to a decline of 25 or more feet in any neighboring well with senior priority.

The period of restricted use shall continue until the water level rises above the decline level which triggered the action or the Department determines, based on the permittee's and/or the Department's data and analysis, that no action is necessary because the aquifer in question can sustain the observed declines without adversely impacting the resource or causing substantial interference with senior water rights. The water user shall not allow excessive decline, as defined in Commission rules, to occur within the aquifer as a result of use under this permit. If more than one well is involved, the water user may submit an alternative measurement and reporting plan for review and approval by the Department.

**Well Construction Conditions:**

- A. Groundwater production in the well shall be limited to a single aquifer in the Columbia River Basalt Group.
- B. The well shall be continuously cased and continuously sealed to within 100 feet of the bottom of the open borehole. A larger open interval may be approved by the Department if the permittee can demonstrate to the Departments' satisfaction, using packer tests or other suitable methods, that the hydraulic heads of water-bearing zones in the proposed open interval are equivalent or that the open interval is part of a continuous zone of interconnected porous materials.
- C. Following well completion, the wells shall be thoroughly developed to remove cuttings and drilling fluids. A video log of the well shall be collected to demonstrate to the satisfaction of the Department that the well is only open to a single aquifer.
- D. The well shall be equipped with a dedicated 3/4-inch diameter (minimum) water-level measurement tube, separate from other methods of measuring the water levels such as airlines or transducers. The annual water-level measurement required in the permit shall be measured through the measuring tube.
- E. Drill cuttings shall be collected at the permitted well and any test holes. Samples shall be collected at ten-foot intervals and at changes in lithology and shall be submitted to OWRD.
- F. All hydrologic, geologic, geochemical, and video data collected shall be provided to OWRD in report and in electronic form specified by the Department.

**Well Identification Tag Condition:**

Prior to using water from any well listed on this permit, the permittee shall ensure that the well has been assigned an OWRD Well Identification Number (Well ID tag), which shall be permanently attached to the well. The Well ID shall be used as a reference in any correspondence regarding the well, including any reports of water use, water level, or pump test data.

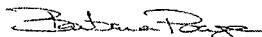
Within five years of permit issuance, the permittee shall submit a Water Management and Conservation Plan, addressing use under this permit, consistent with OAR 690-086. The Director may approve an extension of this time line to complete the required Water Management and Conservation Plan. The time line for submittal of a plan under this permit does not alter the time lines for submittal of a plan under any other order of the Department. No water may be diverted if a Water Management and Conservation Plan is not submitted within five years of permit issuance, unless an extension of this time has been approved.

The water source identified in the application may be affected by an Agricultural Water Quality Management Area Plan. These plans are developed by the Oregon Department of Agriculture (ODA) with the cooperation of local landowners and other interested stakeholders, and help to ensure that current and new appropriations of water are done in a way that does not adversely harm the environment. You are encouraged to explore ODA's Water Quality Program web site at <http://www.oregon.gov/ODA/programs/NaturalResources/Pages/AgWaterQuality.aspx> to learn more about the plans and how they may affect the proposed water use.

If you have any questions:

Feel free to contact me at [Barbara.J.Poage@Oregon.gov](mailto:Barbara.J.Poage@Oregon.gov) or 503-986-0859 if you have any questions regarding the contents of this letter or the application. Please include the application number in all correspondence. General questions about water rights and water use permits should be directed to our customer service staff at 503-986-0801. When corresponding by mail, please use this address: Barbara Poage, Oregon Water Resources Department, 725 Summer St NE Ste A, Salem OR 97301-1266. Our fax number is 503-986-0901.

Sincerely,



Barbara Poage  
Water Right Application Specialist

enclosures: Application Process Description and Stop Processing Request Form

WAB: no PSI

# APPLICATION FACT SHEET

Application File Number: G-18475

Applicant: BIGGS SERVICE DISTRICT

County: SHERMAN

Watermaster: ROBERT WOOD, #3, DESCHUTES BASIN

Priority Date: MARCH 7, 2017

Source: WELL 1 in COLUMBIA RIVER BASIN

Use: YEAR-ROUND MUNICIPAL USES

Quantity: 0.89 CUBIC FOOT PER SECOND

Basin Name & Number: DESCHUTES BASIN, #5

Well Location(s):

POA	Twp	Rng	Mer	Sec	Q-Q	Measured Distances
WELL 1	2 N	16 E	WM	8	NE SE	1700 FEET NORTH AND 100 FEET WEST FROM SE CORNER, SECTION 8

Place of Use:

WITHIN THE BOUNDARY OF THE SERVICE AREA FOR BIGGS SERVICE DISTRICT

**PUBLIC NOTICE DATE: AUGUST 22, 2017**

**14 DAY STOP PROCESSING DEADLINE DATE: SEPTEMBER 1, 2017**

**30 DAY COMMENT DEADLINE DATE: SEPTEMBER 21, 2017**

## APPLICATION PROCESS DESCRIPTION FOR GROUNDWATER, SURFACE WATER AND REGULAR RESERVOIR APPLICATIONS

In order to use the waters of Oregon, an application must be submitted and a permit obtained from the Water Resources Department. The water must be used for beneficial purpose without waste. For more information about water right topics, weekly public notice, forms and fees please visit our web site at [www.wrd.state.or.us](http://www.wrd.state.or.us)

### ***1. Pre-application considerations***

- Follow instructions in the application packet.
- If you have questions about completing an application or would like to arrange a pre-application conference contact the Department's Water Rights Customer Service Group at (503) 986-0801.

### ***2. Application filing***

- Application with fee is received by the Department.
- Department determines completeness of application.
- If use is not allowed by statute (ORS 538), the application and fees are returned to the applicant.
- An incomplete application and fees are returned to the applicant.
- Only a complete application receives a tentative priority date, is assigned a caseworker, and moves forward for processing.

### ***3. Initial Review (IR)***

- Caseworker reviews application by considering basin plans, water availability, statutory restrictions, and all other appropriate factors.
- Caseworker sends IR report to Applicant.
- Contact the Caseworker if you have questions about the IR.
- Four days after date of the IR, it is included in Department's weekly Public Notice.
- Public comments must be submitted within 30 days after the Public Notice.
- **An administrative hold** may be requested in writing by Applicant.

### ***4. Proposed Final Order (PFO)***

- Caseworker evaluates application against required criteria and develops draft permit, if appropriate.
- PFO includes instructions for filing of protests.
- Caseworker considers public comments and mails PFO to Applicant.
- The PFO is included in Department's weekly Public Notice.
- Public protests to the PFO must be submitted within 45 days after the Public Notice.

### ***5. Final Order (FO)***

- If no protest is filed, Final Order is issued.

#### ***The protest process***

If one or more protests are filed, the process consists of:

- settlement discussion;
- contested case hearing;
- proposed Order;
- period of time to file exceptions; or
- possible hearing by Water Resources Commission.
- Final Order is issued.

***Permit holder responsibilities***

- Comply with all water use conditions of the permit.
- Advise Department of address change or assignment to new permit holder.
- If need arises, request extension of time or authorize cancellation of permit.
- Submit timely claim of beneficial use (COBU) to the Department.
- Most permits require COBU to be prepared by a Certified Water Right Examiner.
- Permits may be canceled by the permit holder or by the Department for failure to comply with or one or more permit conditions.



**Stop Processing deadline is within 14 days of Initial Review - use the form below**  
Applicant may request no further action and fee refund of all but \$260

**STOP PROCESSING REQUEST FOR  
GROUNDWATER, SURFACE WATER AND REGULAR RESERVOIR  
APPLICATIONS**

Applicant notification to withdraw Water Right Application G-18475

After reviewing the Initial Review for my application, I request that processing be stopped and the fees be refunded (minus a \$260 examination fee.) I understand that without a valid permit I may not legally use the water as requested in my application

Signature \_\_\_\_\_ Date \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

*Under ORS 537.150 (5) and 537.620 (5) timely submission of this request authorizes that the water right application process be stopped and all filing fees (except \$260 examination fee) be returned.*

**This notice must be received at Water Resources Department by September 1, 2017**

Return the notice to:

OWRD, Water Rights Division  
STOP PROCESSING  
725 Summer Street, NE - Suite A,  
Salem OR, 97301-1271