

Standard Reservoir Application Completeness Checklist

Minimum Requirements (OAR 690-310-0040) (ORS 537.400) For use by WRD staff only

Application #:		Receipt #:	
Applicant Name:		Amount Requested:	
Priority Date:		Proposed Use:	
County:		POD's TRS &TL:	
WM #:		Caseworker:	<input type="checkbox"/> KF <input type="checkbox"/> LG
Reviewed by:		Reviewed Date:	

- Applicant/Organization Name, Mailing Address. [Sec. 1]
- Signature of all applicants (include title or authority of representative if applicant is an organization or corporation). *Applicant's agent may NOT sign application. [Sec. 1]
- Property Ownership [Sec. 2]: Does the applicant own all the land for the proposed project? Y N
 - If No:
 - The affected landowner's name(s) and mailing address 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.
- Division 33, Public Interest Information (Sensitive, Threatened, Endangered Fish Species). [Sec. 4]
- Proposed use of stored water. [Sec. 5]
- Amount of water to be stored in acre-feet (AF). [Sec. 5]
- Dam height, width, crest width and surface area, and description of primary outlet works and emergency spillway for each reservoir. [Sec. 6,7,8]
- Project Schedule (If system is already completed, indicate "existing"). [Sec. 10]
- A completed **Land-Use Form** or receipt signed and dated by the appropriate planning department officials. Note: 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, crossed, and used **MUST** be included. 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 you may submit a lot book report prepared by a title company. The Department will not accept a copy of the tax bill.

- The proposed source **is** or **is not withdrawn** from further appropriation. If it is withdrawn under ORS 538, then return application and fees.
- Multiple reservoirs **MUST** be on a single, contiguous property.
- A **Map** prepared by a CWRE for a standard reservoir application proposing to store more than 9.2 acre feet **and** having a dam height of more than 10 feet (statutory). If not statutory, map does not need to be prepared by a CWRE. 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 (example: 1" = 100 ft, 1" = 200 ft, etc.)
 - Location of **each** diversion point (if applicable) or dam by reference to a recognized public land survey corner. *(If no dam exists, e.g., if the reservoirs are excavated, coordinates to center of reservoir are acceptable).*
 - Reference corner on map
 - North Directional Symbol

Fees: AF of water requested: _____ Name on check: _____

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



Oregon Water Resources Department Standard Reservoir Application

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Today's Date: Monday, December 28, 2020

Base Application Fee.		\$930.00
Number of acre feet to be diverted for Storage.	145	\$850.00
Number of reservoirs.	1	
Subtotal:		\$1,780.00
Permit Recording Fee. ***		\$520.00
*** 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.		
Estimated cost of Permit Application		\$2,300.00