

# 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"/> <b>KF</b> <input type="checkbox"/> <b>LG</b>
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- The proposed source **is** or **is not withdrawn** from further appropriation. If it is withdrawn under ORS 538, then return application and fees.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:	\$



Today's Date: Monday, August 9, 2021

Base Application Fee.		\$1,090.00
Number of acre feet to be diverted for Storage.	50.6	\$863.40
Number of reservoirs.	10	\$1,440.00
	Subtotal:	\$3,393.40
Permit Recording Fee. ***		\$610.00
*** 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		\$4,003.40

THIS MAP IS FOR ASSESSMENT AND TAXATION PURPOSES ONLY

SEC. 35 T.6S. R.5W. W.M.

6.5.35

Polk County

1" = 400'

See Map 6.5.26

102  
PT PARCEL 2  
80.46 AC

107  
PT PARCEL 2  
0.83 AC

106  
PT PARCEL 2  
1.93 AC

See Map 6.5.25

See Map 6.5.25

See Map 6.5.26

21-7

200

174.85 AC

Canceled No.

- 101
- 103
- 105
- 403
- 600

PP2005-0016

N.E. CORNER  
JESSIE K. CHITWOOD  
DLC

See Map 6.5.34

NO. 5527

NO. 5401

ROAD

S.E. CORNER  
JESSIE K. CHITWOOD  
DLC

N.E. CORNER  
WILLIAM KENNEDY  
DLC NO. 60

See Map 6.5.34

300  
66.06 AC.

104  
PARCEL 2  
80.68 AC

21-6

PP2006-0035

LOT 1  
32.00 AC

LOT 2  
38.50 AC

100  
82.64 AC  
PARCEL 1

401  
46.34 AC

N.W. CORNER  
CLAIM NO. 61

N.E. CORNER  
HENRY LANDERS  
DLC NO. 61

NORTHWEST CORNER  
HENRY LANDERS  
DLC NO. 61

401  
46.34 AC.

402  
15.61 AC.

400  
36.97 AC.

500  
56.11 AC.

See Map 6.5.34

MORRIS ROAD NO. 7501

401  
46.34 AC.

300

INT. COR.  
DLC NO. 61

LOT 3  
25.97 AC

E'LY N.E. CORNER  
CLAIM NO. 61

500  
56.11 AC

See Map 6.5.36

34 | 35

35 | 36

3 | 2

2 | 1

7/25/2019

See Map 7.5.2

6.5.35