

Alternate Reservoir Application Completeness Checklist

Minimum Requirements (ORS 537.409)

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:	

- Landowner name, mailing address and telephone number provided.
- Source and tributary listed. Notes: NO WELLS-MUST HAVE GW APP TO USE A WELL AS A SOURCE. Cannot accept an E2 application and a storage application at the same time.
- Reservoir Location. TRSQQ and tax lot provided.
- Dam height, if applicable: _____
- Property ownership indicated?
- If applicant does not own all the land is the affected landowner's name and mailing address listed?
 - YES NO (Note: this includes lands not owned by applicant, upon which the source is located OR that are crossed by the diversion works, and any roads or rights-of-way.)
- Application signed by the landowner(s)? All parties noted as applicants must sign the application.
- Completed Watermaster review sheet**, signed and dated. Note: Must be completed within last 6 months.
 - Will the reservoir injure an existing water right? YES NO
 - If YES, can conditions be applied to mitigate injury? YES NO **If NO, return application.**
- Completed ODFW review sheet**, signed and dated. Note: Must be completed within last 6 months.
 - Will reservoir pose a significant detrimental impact to an existing fishery resource? YES NO
 - If YES, can conditions be applied to mitigate the impact? YES NO N/A **If NO, return application.**
- Completed Land-Use Form** or receipt signed by the appropriate planning department official enclosed?

Note: Does the use on land-use form match the proposed use on the application? Must be signed within the last 12 months.
- Provide a Legal Description** of all the property involved with this application. A copy of a deed, land sales contract, or title insurance meets this requirement.

Acceptable Map. Note: Requirements set forth by the Commission; causes fatal flaw if not provided by the applicant.

- Reservoir Location - noting Township, Range, Section, 1/4 1/4 and Tax Lot number(s)
 - Scale of the Map, even scale such as 1" = 400', 1" = 1000', or 1" = 1320'
 - Reference corner on map
 - North directional symbol
 - 1/4 1/4's clearly identified
 - Reservoir clearly identified **
 - Dam, or POD (if off-channel), coordinates referenced to a government land survey corner
- Note: If no dam, use coordinates to the center of reservoir.

Fees: Amount 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:	\$	