Oregon Water Resources Department
725 Summer Street NE, Suite A
Salem Oregon 97301-1271
(503) 986-0900
www.wrd.state.or.us

Application for a Permit to Use
Surface Water

Please type or print in dark ink. If your application is found to be incomplete or inaccurate, we will return it to you. If any requested information does not apply to your application, insert "n/a." Please read and refer to the instructions when completing your application. A summary of review criteria and procedures that are generally applicable to these applications is available at www.wrd.state.or.us/publication/reports/index.shtml.

1. APPLICANT INFORMATION

A. Individuals

Applicant: _____ (First) _____ (Last)

Mailing address: _____

_____ (City) _____ (State) _____ (Zip)

Phone: _____ (Home) _____ (Work) _____ (Other)

*Fax: _____ *E-Mail address: _____

B. Organizations

(Corporations, associations, firms, partnerships, joint stock companies, cooperatives, public and municipal corporations)

Name of organization: City of Monroe

Name and title of person applying: Ron Staehlin/City Engineer

Mailing address of organization: P.O. Box 486

Monroe (City) OR (State) 97456 (Zip)

Phone: 541-847-5175 (Day) N/A (Evening)

*Fax: 541-847-5177 *E-Mail address: _____

**Optional information*

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For Department Use

App. No. S86270 Permit No. _____ Date _____

2. SOURCE AND PROPERTY OWNERSHIP

A. The Proposed Source of Water

Provide the commonly used name of the water body from which water will be diverted, and the name of the stream or lake it flows into. If unnamed, say so:

Source 1: Long Tom River Tributary to: Willamette River

Source 2: _____ Tributary to: _____

Source 3: _____ Tributary to: _____

Source 4: _____ Tributary to: _____

B. Property Ownership

Do you own all the land where you propose to divert, transport, and use water?

- [X] **Yes** *(Skip to section 3 "Water Use.")*
- [ ] **No** Please check the appropriate box below.
  - [ ] I have a recorded easement or written authorization permitting access.
  - [ ] I do not currently have written authorization or an easement permitting access.
  - [ ] Written authorization or an easement is not necessary, because the only affected lands I do not own are state-owned submersible lands, and this application is for irrigation and/or domestic use only (ORS 274.040).

List the names and mailing addresses of all affected landowners.

N/A

3. WATER USE

Please read the instruction booklet for more details on "type of use" definitions, how to express the amount of water you need and how to identify the water source you propose to use. You must fill out a supplemental form for some uses as they require specific information for that type of use.

A. Type(s) of Use(s)

See list of beneficial uses in the instructions.

- If your proposed use is **domestic**, indicate the number of households to be supplied with water: _____
- If your proposed use is **irrigation**, please attach Form I
- If your proposed use is **mining**, attach Form R
- If your proposed use is **municipal** or **quasi-municipal**, attach Form M (Attached)
- If your proposed use is **commercial/industrial**, attach Form Q

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B. Amount of Water

Provide the amount of water you propose to use from each source, for each use, in cubic feet-per-second (cfs) or gallons-per-minute (gpm). If the proposed use is from storage, provide the amount in acre-feet (af):

(1 cfs equals 448.8 gpm. 1 acre-foot equals 325,851 gallons or 43,560 cubic feet)

Source	Use	Amount
Long Tom River	Municipal	350 ■ cfs ☒ gpm ■ af
		■ cfs ■ gpm ■ af
		■ cfs ■ gpm ■ af
		■ cfs ■ gpm ■ af

C. Period of Use

Indicate the time of year you propose to use the water: Entire year.

(For seasonal uses like irrigation give dates when water use would begin and end, e.g. March 1–October 31.)

D. Acreage

If you will be applying water to land, indicate the total number of acres where water will be applied or used: N/A

(This number should be consistent with your application map.)

4. WATER MANAGEMENT

A. Diversion

What method will you use to divert water from the source?

☒ Pump (give horsepower and pump type) 20 to 30 hp submersible pump depending on treatment plant configuration.

■ Head-gate (give dimensions) _____

■ Other means (describe) _____

B. Monitoring

How will you monitor your diversion to be sure you are within the limits of your water right (allowed rate and duty) and you are not wasting water?

■ Weir ☒ Meter ■ Periodic Sampling

■ Other (describe) _____

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C. Transport
How will you transport water to your place of use?

■ Ditch or canal (give average width and depth)

Width _____ Depth _____

Is the ditch or canal to be lined? ■ Yes ■ No

X Pipe (give diameter and total length)

Diameter 4" thru 10" Length Entire City distribution system

■ Other (describe) _____

D. Application/Distribution Method
What equipment will you use to apply water to your place of use? Finished water pumps to storage tank. Gravity feed from tank to distribution system.

Irrigation or land application method (check all that apply): N/A

■ Flood ■ High-pressure sprinkler ■ Low pressure sprinkler
■ Drip ■ Water cannons ■ Center pivot system
■ Hand lines ■ Wheel lines
■ Siphon tubes or gated pipe with furrows
■ Other, describe _____

Distribution method

■ Direct pipe from source X In-line storage (tank or ~~pond~~) ■ Open canal

E. Conservation
What methods will you use to conserve water? Why did you choose this distribution or application method? Have you considered other methods to transport, apply, distribute or use water? For example, if you are using sprinkler irrigation rather than drip irrigation, explain.

Refer to the enclosed Water Management and Conservation Plan.

5. RESOURCE PROTECTION

Protection Practices
In granting permission to use water from a stream or lake, the state encourages, and in some instances requires, careful control of activities that may affect the waterway or streamside area. See the instruction guide for a list of possible permit requirements from other agencies. Please indicate any of the practices you plan to undertake to protect water resources.

☒ Diversion will be screened to prevent uptake of fish and other aquatic life. Describe planned actions: The river intake will consist of well screens with low intake velocity.

☒ Excavation or clearing of banks will be kept to a minimum to protect riparian or streamside areas. Describe planned actions: The only excavation of the bank will be for a pipe trench that is no wider than 4 feet.

☒ Operating equipment in a water body will be managed and timed to prevent damage to aquatic life. Describe: All excavation will be performed with equipment located on top of the bank. Gravel bags will be placed in river to isolate construction from stream.

☒ Water quality will be protected by preventing erosion and run-off of waste or chemical products. Describe: Silt fences will be installed where necessary and gravel bags will be placed in river to isolate construction activity.

■ Other:

6. PROJECT SCHEDULE

Indicate the anticipated dates that the following construction tasks should begin. If construction has already begun, or is completed, please indicate that date.

Proposed date construction will begin 6/1/06

Proposed date construction will be completed 10/31/06

Proposed date beneficial water use will begin 11/30/06

7. REMARKS

If you would like to clarify any information you have provided in the application, please do so here and reference the specific application question you are addressing.

8. MAP REQUIREMENTS

The Department cannot process your application without accurate information showing the source of water and location of water use. You must include a map with this application form that clearly indicates the township, range, section, and quarter/quarter section of the proposed points of diversion and place of use. The map must provide tax lot numbers. See the map guidelines sheet for detailed map specifications.

9. SIGNATURE

By my signature below I confirm that I understand:

- I am asking to use water specifically as described in this application.
- Evaluation of this application will be based on information provided in the application packet.
- I cannot legally use water until the Water Resources Department issues a permit to me.
- If I get a permit, I must not waste water.
- If development of the water use is not according to the terms of the permit, the permit can be canceled.
- The water use must be compatible with local comprehensive land use plans.
- Even if the Department issues a permit to me, I may have to stop using water to allow senior water right holders to get water they are entitled to, and

I swear that all information provided in this application is true and correct to the best of my knowledge:

Ron Stoehlin — Signature of Applicant *(If more than one applicant, all must sign)*

4/20/05 — Date

Before you submit your application be sure you have:

- Answered each question completely.
- Included a legible map which includes township, range, section, quarter/quarter and tax lot number.
- Included a Land Use Information Form or receipt stub signed by a local official.
- Included the legal description of all the property involved with this application. You may supply a copy of the deed, land sales contract, or title insurance policy to meet this requirement.
- Included a check payable to the Oregon Water Resources Department for the appropriate amount. The Department's Fee Schedule can be found at www.wrd.state.or.us or call (503) 986-0900.

Oregon Water Resources Department

FORM M

FOR MUNICIPAL AND QUASI MUNICIPAL WATER SUPPLIES

Unless otherwise noted, water use information should be in acre-feet per year (AFY).
1 acre-foot is equal to 325,851 gallons.

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Background Information

Name of water supplier: City of Monroe

Name and size of area to be served: City of Monroe, 0.38 square miles
(in square miles)

Present population of service area: 630
(Contact county planning staff, if needed.)

Projected population in 20 years: 900
(Cite source and year. For example: "20,595 Based upon 1995 Portland State University projections.")

List present water rights and permits held:

Date of Issuance:	Natural Source of Water:	Amount Permitted:	Utilization:
* 4/18/89	Well No. 1	0.45 cfs	81.3 AFY
** 1/29/99	Well No. 2	0.18 cfs	0

* Well No. 1 has a maximum capacity of 100 gpm.

** Well No. 2 has poor quality water and a maximum capacity of of only 13 gpm.

Water Use

Average **yearly** demand: 73.2 AFY Year: 2004

Per-capita daily consumption (in gallons): 104
(Divide average annual water sales by population to arrive at consumption, then divide by 365 to get daily values.)

Peak season (by month/day): 6/1 to 9/30 Total **peak season** demand: 41.7 Acre-feet

Peak season per-capita daily consumption: 177 gallons
(Divide total peak season demand by population and the number of days during the peak.)

Annual amount of water:

produced: 81.3 AFY
(diverted or pumped)

delivered: 73.2 AFY

Is your system fully metered? ☒ Yes ☐ No

Describe your rate structure: Base rate of $24.01 plus $9.41/1,000 gal.
(e.g. flat rate, increasing or decreasing block rate or combination of different systems)

between 3,751 to 10,000 gallons and
$10.50/1,000 gal. in excess of 10,000 gallons

app # S86270

Request for Water

A. Discuss the reason(s) for your request for additional water
(e.g. loss of current supply, peak demand, growth, or other): The City has only one well and it has insufficient capacity to serve the current population. Another water source is needed to adequately serve the current and future populations.

B. How long is the amount of water requested in this application expected to meet future needs?
(e.g. until the year 2040) until the year 2027

C. Briefly discuss operation of water system and the most constraining component of the system:
Water from Well No. 1 is filtered, disinfected, and pumped to a 1.0 MG storage tank, then gravity fed into the distribution system. The water source is the most constraining component, not enough water at peak demand.

D. Percentage of water use by type:

Residential:	98.6	**Commercial:**	0.1
Public Authority:	0.3	**Agricultural:**	0
Unaccounted for use:	10.0	**Industrial:**	0
Other (specify use):	N/A		

E. List cost to implement proposed request.
Compare cost and benefits with other water supply, or combination of supply options. This should include water efficiency measures such as replacing current showerheads with low-flow types. (Attach documentation, as available.)
Cost for raw water intake, treatment facility, and finished water pump station is estimated to be $1,622,000. Implementation of the water management and conservation plan will extend the life of these facilities by 2 years.

F. How and by how much will your proposed water use efficiency programs increase efficiency?
(Express as a percentage of per-capita consumption.)
Implementing a water management and conservation plan should increase efficiency by an estimated 10 percent.

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