

Application for a Surface Reservoir Permit

Form No. ECY 040-1-60 (Rev 3-2023)

- Schedule a pre-application meeting before you apply.
- Refer to accompanying guidance to complete this form.
- Incomplete applications will be returned.
- All fees are non-refundable (RCW 90.03.470(13)).

Processing option you are choosing:

- Standard Processing (Department of Ecology).** A minimum \$50 fee is required to apply. Additional fees may apply.
- Cost Reimbursement Processing (Ecology approved contractor).** Contact Department of Ecology to obtain information on this option.

Submit all applications and fees to:

DEPARTMENT OF ECOLOGY
CASHIERING SECTION
PO BOX 47611
OLYMPIA, WA 98504-7611

Check the box for the region/office where your project is located.

- Central Region
- Eastern Region
- Northwest Region
- Office of Columbia River (OCR)*
- Southwest Region



* OCR has jurisdiction for designated OCR projects, and new projects located within one mile of the Columbia River.

To request ADA accommodation including materials in a format for the visually impaired, call Ecology Water Resources Program at 360-407-6872. People with impaired hearing may call Washington Relay Service at 711. People with speech disability may call TTY at 877-833-6341.



WATER RESOURCES PROGRAM

For Ecology Use
(Date Stamp)

**Application for a
Surface Reservoir Permit**

Date of pre-application consultation:

Name of Ecology contact for pre-application:

Required submittals:

- A \$50 filing fee. For cost reimbursement applications, refer to instructions.
- A map showing the proposed reservoir location, any associated points of diversion/withdrawal and any associated place(s) of use.
- If platted property, a complete copy of the plat map.
- A copy of the legal description of property where the reservoir is located (taken from a real estate contract, property deed, or title insurance policy).

1. Applicant Information

Applicant/business name:		Phone no:	Other no:
Address:			
City:	State:	Zip:	
Email address (if available):			

Contact name (if different from above):		Phone no:	Other no:
Relationship to applicant:			
Address:			
City:	State:	Zip:	
Email address (if available):			

FOR ECOLOGY USE	ECY CODING: 001-001-0285-000011		
	APPLICATION NO: _____	DOC ID NO. _____	SEPA: EXEMPT/NOT EXEMPT
	FEE PAID: _____	CHECK NO: _____	
DATE RETURNED _____	BY _____	PRIORITY DATE _____	BY _____ WRIA: _____
PRE-APPLICATION INTERVIEWER: _____			

2.-Reservoir Storage and Capacity

Provide cross-sections and plans for the impoundment. Demonstrate how the volume and depth were calculated, in acre-feet (volume) and feet (depth).

Project name:	Dam name (if applicable): File number:
Maximum reservoir capacity for a new reservoir project: Volume depth	Maximum storage capacity for a project that increases existing storage: <u>Existing capacity:</u> volume depth <u>Proposed additional storage:</u> volume depth

3. Water Right Information

List all water rights related to the storage or beneficial use of water from this reservoir. If related permit applications are pending, provide application numbers. Attach additional sheets as needed.

Water right or claim number:	Recorded name(s):	
Has the water been used as described on your water right document in the last five (5) years? <input type="checkbox"/> yes <input type="checkbox"/> no		
Water right owner:	Phone no.	Alt phone no.
Address:		
City:	State:	Zip code:
Email address (if available):		

Water right summary

Water Right Number	Rate (CFS) Additive	Rate (CFS) Non-Additive	Volume (AFY) Additive	Volume (AFY) Non-Additive	Irrigated Acres Additive	Irrigated Acres Non-Additive
Subtotal						
Proposed Total						

4. Proposed Reservoir Location

QTR QTR	QTR	Sec	Twp	Rge	County	Parcel no.

Lat/long of impoundment structure:
Description of inundated lands where the proposed reservoir will be located:
<p>Do you own this property? <input type="checkbox"/> yes <input type="checkbox"/> no</p> <p>If no, have you secured authorization for the lands to be inundated? <input type="checkbox"/> yes <input type="checkbox"/> no</p> <p>Are any of lands to be inundated owned by the state of washington? <input type="checkbox"/> yes <input type="checkbox"/> no</p> <p>If yes, has the state department of natural resources granted overflow rights? <input type="checkbox"/> yes <input type="checkbox"/> no</p>

Legal landowner of proposed place of use (if different than applicant):	Phone no.:	Other phone no.:
Address:		
City:	State:	Zip code:
Email address (if available):		

5. Proposed Point(s) of Diversion and/or Withdrawal used to fill the Reservoir

Identify the source name, facility name, and location information for each point of diversion or withdrawal on accompanying plats or maps. Identify the proposed point(s) of diversion and/or withdrawal associated with your proposed project on attached maps.

For in-channel projects, indicate whether the project will be operated as run-of-the-river (inflow=outflow) after the initial fill:
Type and capacity of diversion or withdrawal works, if water would be diverted or withdrawn to fill the reservoir:
Months of year the reservoir will be filled: Number of times the reservoir will be filled:

Proposed points of diversion or withdrawal.

Surface water source:	QTR	QTR	Sec	Twp	Rge	Latitude	Longitude
Groundwater source:	QTR	QTR	Sec	Twp	Rge	Latitude	Longitude

Describe how you propose to convey water from the source to the reservoir:

6. Project Description

Provide your answers in a separate report, and attach to your application.

Reference the section number in your responses.

Section	Required information
6.1	Describe your project, including any new uses, or changes to existing uses.
6.2	Provide a timeline for your development schedule.
6.3	Provide documentation of any third-party mitigation agreements.
6.4	Describe the length of bypass reach (if any).
6.5	Describe how you plan to maintain instream flows below impoundment.
6.6	Describe the ramping rates during initial fill and during periods of refill.
6.7	Describe plans for development and related water uses around the reservoir.
6.8	Provide documentation of other required permits (local, state, and federal).

Project Considerations

Section	Required information	Reference(s)
6.9	<p>If your project qualifies for <u>expedited processing</u>, describe which of the following conditions are met:</p> <ul style="list-style-type: none"> Development of storage facilities that will not require a new water right for use of the stored water 	RCW 90.03.370(1)(b)

Section	Required information	Reference(s)
	<ul style="list-style-type: none"> • Adding or changing one or more purposes of use of stored water • Adding to the storage capacity of an existing storage facility • Applications for secondary permits to secure use from existing storage facilities (application for secondary permit required) 	
6.10	<p>If your project is proposed for <u>consideration as a resource management technique</u>, describe:</p> <ul style="list-style-type: none"> • The benefits and costs, including environmental effects • Whether the project will recharge groundwater • Whether the impoundment will offset the impact of a proposed surface water diversion 	RCW 90.03.255
6.11	<p><u>For hydroelectric projects</u>, provide the following:</p> <ul style="list-style-type: none"> • FERC project number • Maximum Pool Elevation (feet above mean sea level) • Generator Elevation (feet above mean sea level) • Maximum head used for generation (the difference, in vertical feet, between the elevation of maximum pool elevation and the generating units) • Maximum capacity of Generator Units (CFS) 	RCW 90.16.060 16 U.S. Code § 817
6.12	<p><u>Certain projects require a dam construction permit</u>. If your reservoir can impound ten or more acre-feet of water above natural ground level as measured at the dam crest elevation, you may be required to apply for a Dam Construction Permit. Indicate whether you have, or intend to apply, for a dam construction permit.</p>	RCW 90.03.350 RCW 90.16.060

7. Environmental Assessment

Section	Required information	Reference(s)
7.1	Describe the aquatic uses of any related surface water bodies (i.e., fish and wildlife, recreation and aesthetic, water quality, etc.).	RCW 90.54.020
7.2	Indicate whether the related surface water is fish-bearing, including whether it is inhabited by salmonids. List species and the times of year they are present. Refer to Salmonscape at https://apps.wdfw.wa.gov/salmonscape/	RCW 90.54.020
7.3	A copy of SEPA Threshold Determination.	RCW 43.21C WAC 173-802

8. Maps and Other Documentation

Section	Required information	Reference(s)
8.1	A map of the proposed reservoir and all associated points of diversion and/or withdrawal, and the associated place(s) of use.	RCW 90.03.260
8.2	A copy of the legal description of property where the reservoir is located (taken from a real estate contract, property deed, or title insurance policy).	
8.3	If platted property, a complete copy of the plat map.	
8.4	The site address and detailed driving instructions to the project site.	
8.5	Cross-sections and plans for the reservoir to demonstrate how the volume and depth were calculated.	

9. Signatures

I certify that the information above is true and accurate to the best of my knowledge. I understand that in order to process my application, I hereby grant staff from the Department of Ecology access to the reservoir and all associated points of diversion and/or withdrawal for inspection and monitoring purposes. If assisted in preparing this above application, I understand that all responsibility for the accuracy of the information rests with me, the applicant.

 APPLICANT PRINTED NAME – TITLE

 APPLICANT SIGNATURE

 (DATE: MM/DD/YYYY)

 LANDOWNER OF PROPOSED RESERVOIR
 PRINTED NAME

 LANDOWNER OF PROPOSED RESERVOIR
 SIGNATURE

 (DATE: MM/DD/YYYY)

 LANDOWNER OF PROPOSED PLACE OF USE
 PRINTED NAME

 LANDOWNER OF PROPOSED PLACE OF USE
 SIGNATURE

 (DATE: MM/DD/YYYY)

 AUTHORIZED REPRESENTATIVE
 PRINTED NAME

 AUTHORIZED REPRESENTATIVE SIGNATURE

 (DATE: MM/DD/YYYY)

Attachment A: Mitigation Plan (if applicable)

Section	Required information	Reference(s)
A1	Identify any existing water rights permits, certificates, claims, minimum instream flows, or permit-exempt wells that may be impaired and the expected nature and extent of that impairment. Describe the methodology used to estimate the extent of impairment.	RCW 90.03.290 RCW 90.54
A2	Identify the source of supply for the proposed mitigation water.	
A3	Describe how this mitigation water source will offset the impacts of the reservoir.	
A4	Describe actions that will be taken to ensure mitigation will be maintained for the duration of the reservoir operation..	
A5	Provide copies of any agreements between you and other parties regarding mitigation for impacts, if applicable.	
A6	If you intend to offset your new use, describe how and when non-consumptive water returns to ground water or surface water, and explain how this volume was estimated. Specifically describe how the quantity, timing, and location of return flow would change if the proposed reservoir permit is approved.	WAC 173-500-050(5) WAC 173-500-050(9) POL 1020

For additional information, contact the Ecology office where your project is located:

Region/ Office	Counties served	Mailing Address	Phone
Central	Benton, Chelan, Douglas, Kittitas, Klickitat, Okanogan, Yakima	wrCRO@ecy.wa.gov 1250 W Alder St Union Gap, WA 98903	509-575-2490
Eastern	Adams, Asotin, Columbia, Ferry, Franklin, Garfield, Grant, Lincoln, Pend Oreille, Spokane, Stevens, Walla Walla, Whitman	wrERO@ecy.wa.gov 4601 N Monroe Spokane, WA 99205	509-329-3400
Northwest	Island, King, Kitsap, San Juan, Skagit, Snohomish, Whatcom	wrNWRO@ecy.wa.gov PO Box 330316 Shoreline, WA 98133-9716	206-594-0000
Office of Columbia River*	OCR has jurisdiction for designated OCR projects, and new projects located within one mile of the Columbia River.	wrCRO@ecy.wa.gov 1250 W Alder St Union Gap, WA 98903	509-575-2490
Southwest	Clallam, Clark, Cowlitz, Grays Harbor, Jefferson, Lewis, Mason, Pacific, Pierce, Thurston, Skamania, Wahkiakum	wrSWRO@ecy.wa.gov PO Box 47775 Olympia, WA 98504	360-407-6300