



# Water Resources Program

## Water Right Pre-Application Consultation

**For Ecology Use**

Date: \_\_\_\_\_

Ecology staff: \_\_\_\_\_

Location: \_\_\_\_\_  
(Section, Township, Range)

**Complete this form to the best of your ability. We will discuss any incomplete sections at the pre-application consultation meeting.**

<b>Part 1 – Customer Information</b>		
Last Name/Organization Name	First Name	
Address 1		
Address 2		
City	State	Zip
Email Address	Phone	Alt Phone

<b>Part 2 – Contact (If different from above)</b>		
Last Name/Organization Name	First Name	
Address		
Address 2		
City	State	Zip
Email Address	Phone	Alt Phone

### Part 3 – Project Description

#### Type of water right needed

- New water right  
 Change to existing water right. Check one  Permit  Certificate  Claim  
 Name on document \_\_\_\_\_ Number on document \_\_\_\_\_

#### Project location (street address or parcel number)

Street Address or Parcel Number \_\_\_\_\_

Section \_\_\_\_\_ Township \_\_\_\_\_ Range \_\_\_\_\_

City	County	State	Zip

**Name of watershed(s)** Need help? Go to <https://ecology.wa.gov/Water-Shorelines/Water-supply/Water-availability/Watershed-look-up>

#### Briefly describe the purpose of your proposed project

#### Where do you plan to get the water from? Check all that apply.

- Groundwater - Provide Well ID number if available \_\_\_\_\_  
 Surface water - Name of water source \_\_\_\_\_  
 Reservoir

#### How long do you plan to use the water? Check all that apply.

- Drought  Temporary Dates of use: \_\_\_\_\_ to \_\_\_\_\_  
 Permanent  Seasonal Dates of use: \_\_\_\_\_ to \_\_\_\_\_

### Part 4– Estimated amount of water needed

\_\_\_\_\_ Gallons per minute (groundwater)  
 \_\_\_\_\_ Cubic feet per second (surface water)

#### Estimated Annual Quantity

\_\_\_\_\_ Acre-feet per year

#### Estimated Reservoir Storage

\_\_\_\_\_ Acre-feet

Volume Equivalents	
1 acre-foot	= 325,851 gallons
1 million gallons	= 3.07 acre-feet
1 cubic foot per second	= 449 gallons per minute
1 cubic foot per second	= 1.983 acre-feet per day
1 gallon per minute	= 0.004418 acre-feet per day
1 cubic foot	= 7.48 gallons

## Part 5 – Maps

Provide a map that contains the elements below. For change applications, provide two maps: one map of the existing project and one map of the new project. This will help us compare the existing project with what the project would look like if we approve the change.

Required elements of map:

1. Aerial view of the project area.
2. Reference to a Township, Range, Section, and Quarter Section.
3. Proposed point(s) of withdrawal/diversion and names of the withdrawal facilities.
4. Place of use boundaries.

## Part 6 – New Water Right Checklist

If you are seeking a new water right, complete the checklist below. Check all that apply. Use additional pages to elaborate where necessary.

General			
There are other water rights associated with the same project. If yes, provide a list:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Not Sure
I am interested in a new water right, even if I can't use it during periods of water shortages or low river flows.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Not Sure
I have evaluated other options for obtaining a water supply, including hooking up to a public water system. Specify alternative supplies that may be available.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Not Sure
Environmental effects			
I will be proposing to mitigate the effects of my project or implement other resource management techniques (RCW 90.03.255 or RCW 90.44.055).	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Not Sure
Processing options			
My project may meet one of the criteria for priority processing specified in WAC 173-152-050 ( <a href="http://apps.leg.wa.gov/WAC/default.aspx?cite=173-152-050">http://apps.leg.wa.gov/WAC/default.aspx?cite=173-152-050</a> ) Specify which priority processing criteria the project may meet.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Not Sure
I would like to discuss the Cost Reimbursement option.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Not Sure
I have researched other water rights in the area to determine if my needs could be met by acquiring existing water rights.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Not Sure

## Part 7 – Change an Existing Water Right

If you need to change an existing water right, complete the checklist below. Check all that apply. Use additional pages to elaborate where necessary.

Type of change			
Change point(s) of diversion/withdrawal	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Not Sure
Add point(s) of diversion/withdrawal	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Not Sure
Change purpose(s) of use	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Not Sure
Add purpose(s) of use	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Not Sure

Change/transfer place of use	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Not Sure
<i>Change water right checklist, continued.</i>			
Add additional irrigated acres	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Not Sure
Change season or period of use	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Not Sure
Well consolidation	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Not Sure
<b>General</b>			
I want to move a surface water diversion downstream.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Not Sure
I want to move a surface water diversion upstream.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Not Sure
I want to change my source from surface water to groundwater, or groundwater to surface water.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Not Sure
I want to replace my well or add a well.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Not Sure
I want to consolidate an exempt well into an existing water right.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Not Sure
There are other water rights associated with the same project.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Not Sure
<b>Water use and monitoring</b>			
I regularly measure and record my water use and have documentation of my historical water usage.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Not Sure
I rely on more than one water right for this project and manage them according to a plan.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Not Sure
I am in compliance with the limitations and provisions specified on my current water right.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Not Sure
I use the full amount of water specified on my water right.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Not Sure
I have implemented water conservation measures to prevent water wastage.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Not Sure
I monitor my well levels and can provide that information to Ecology.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Not Sure
<b>Public water systems</b>			
My water right serves a public water system.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Not Sure
My water right serves a municipal water supplier.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Not Sure
I have an approved water system plan from the Department of Health.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Not Sure
These changes are necessary to address a public health emergency.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Not Sure
<b>Withdrawal or diversion works</b>			
My well(s) have well identification tags on them.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Not Sure
My surface water intake is capable of regulating the amount diverted.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Not Sure
My surface water intake has a Washington Department of Fish and Wildlife approved screen installed.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Not Sure
<b>Environmental effects</b>			
I have performed or will be performing a pump test.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Not Sure
I want to discuss the need for special studies or analysis to evaluate the effects of my project.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Not Sure
I will be proposing to mitigate the effects of my project or implement other resource management techniques (RCW 90.03.255 or RCW 90.44.055).	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Not Sure
<b>Processing options</b>			
My project may meet one of the criteria for priority processing specified in WAC 173-152-050. ( <a href="http://apps.leg.wa.gov/WAC/default.aspx?cite=173-152-050">http://apps.leg.wa.gov/WAC/default.aspx?cite=173-152-050</a> )	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Not Sure
I want to discuss the cost reimbursement option.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Not Sure
I want to discuss submitting my application for change to a county Water Conservancy Board.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Not Sure

# Department of Ecology

## Water Right Pre-Application Consultation

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### Before you apply, talk to us!

Applying for a water right is one thing, getting one is another. Statewide, there is a lot of competition for water. Water allocation decisions are complex and often controversial. In many areas of the state, water is not physically or legally available for new water rights. There are already thousands of pending water right applications and many applicants have been waiting 10 or more years for a decision.

Before you spend money and effort to prepare a water right application, we strongly encourage you to engage in pre-application consultation with our staff. We want to understand your water supply needs, and give you our perspective on risks, opportunities, and alternatives.

**Application fees are nonrefundable.** We would rather you didn't spend this money if the likelihood of getting a water right is low. Where water is still available, we would like to offer recommendations for making your proposal successful. That may require you to provide certain information, analyses and studies, and propose mitigation.

The Department of Ecology (Ecology) asks anyone who needs a water right (new or change) to submit the pre-application consultation form and meet with us to review your water supply needs and project proposal. Do your best to complete all sections of the form and we will discuss any incomplete sections at the pre-application consultation meeting.

The purpose of the meeting is for us to learn more about your proposed project and to provide you with information about:

- Water availability challenges and opportunities
- The status of pending applications
- Anticipated processing timelines
- Application requirements, fees, and information needs
- Water resources regulations specific to your area
- Alternatives to filing water right applications
- Qualifications for priority processing
- Cost reimbursement options
- Conservancy board options (change applications only)
- Ecology contacts

### Send your completed form to Ecology

Attach the completed form to an email and send it to the regional office where your project is located (see email addresses below). If you do not have access to email, mail it to the appropriate regional office below.

### Office Locations and Contact Information

<p><b>Central Region - Yakima</b>          Counties: Benton, Chelan, Douglas, Kittitas, Klickitat, Okanogan and Yakima</p> <p>1250 W. Alder St.          Union Gap, WA 98903-0009          (509) 575-2490  <a href="mailto:wrCRO@ecy.wa.gov">wrCRO@ecy.wa.gov</a></p>	<p><b>Northwest Region - Shoreline</b>          Counties: Island, King, Kitsap, San Juan, Skagit, Snohomish and Whatcom</p> <p>PO Box 330316          Shoreline, WA 98133-9716          (206) 594-0000  <a href="mailto:wrNWRO@ecy.wa.gov">wrNWRO@ecy.wa.gov</a></p>
<p><b>Eastern Region - Spokane</b>          Counties: Adams, Asotin, Columbia, Ferry, Franklin, Garfield, Grant, Lincoln, Pend Oreille, Spokane, Stevens, Walla Walla and Whitman</p> <p>4601 N. Monroe St.          Spokane, WA 99205-1265          (509) 329-3400  <a href="mailto:wrERO@ecy.wa.gov">wrERO@ecy.wa.gov</a></p>	<p><b>Southwest Region - Lacey</b>          Counties: Clallam, Clark, Cowlitz, Grays Harbor, Jefferson, Mason, Lewis, Pacific, Pierce, Skamania, Thurston and Wahkiakum</p> <p>PO Box 47775          Olympia, WA 98504-7775          (360) 407-6300  <a href="mailto:wrSWRO@ecy.wa.gov">wrSWRO@ecy.wa.gov</a></p>