



## Water Resources Program

# Application for a Reservoir Permit

For Ecology Use  
(Date Stamp)

**A \$50 non-refundable minimum statutory filing fee is required to be sent with this application to:**  
DEPARTMENT OF ECOLOGY  
CASHIERING SECTION  
PO BOX 47611  
OLYMPIA, WA 98504-7611

**FOR OFFICIAL USE ONLY**

APPLICATION NO.: \_\_\_\_\_  
 WRIA: \_\_\_\_\_  
 COUNTY: \_\_\_\_\_  
 PRIORITY DATE: \_\_\_\_\_  
 TIME: \_\_\_\_\_  
 ACCEPTED: \_\_\_\_\_

<b>1. Applicant Information</b>		
Applicant Name:	Phone No:	Other No:
Address:		
City:	State:	Zip:
Email Address (optional):		
Date and Place of Incorporation, if Applicant is a Corporation:		

<b>2. Sources, Use, and Capacity of Reservoir</b>	
Name of Proposed Reservoir:	
Name of Stream or Other Sources for Reservoir Supply:	Tributary of:
Use(s) to be Made of Impounded Water (irrigation, power, fish propagation, etc.):	
Number of Acre Feet to be Stored at Maximum Operating Level:	Months of Year During Which Reservoir to be Filled:
Number of Acres to be Irrigated, if Used for Irrigation:	
Type and Capacity of Diversion Works is Water is to be Withdrawn:	

**3. Location of Point of Diversion or Withdrawal:**

On accompanying plats or maps, accurately mark and identify each point of diversion. Give measured distance and bearing, or North-South and East-West distances from nearest section corner.

Complete Either A or B	A	The Reservoir is to be Located in the Channel of (name of stream):		
	B	The Reservoir is to be Filled Through a Feeder Canal (or pipeline) Having it's Point of Diversion (intake) Located as Follows:		
Distance and Bearing to Section Corner:				
Located Within (smallest legal subdivision):	Section:	Township N.:	Range: <input type="checkbox"/> E or <input type="checkbox"/> W	County:

**4. If This is Within the Limits of a Recorded Platted Property, Complete This Section**

Lot:	Block:	Of (give name of plat or addition):
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**5. Location of Impounding Structure:**

Impounding Structure Located Within (smallest legal subdivision):	Section:	Township N.:	Range: <input type="checkbox"/> E or <input type="checkbox"/> W
Legal Subdivision of Lands in Which the Submerged Area is to be Located (the outline of this land is to be shown on the map to accompany this application):			
Do You Own This Property: <input type="checkbox"/> Yes <input type="checkbox"/> No	If No, Have You Secured Flood Rights For he Lands to be Inundated: <input type="checkbox"/> Yes <input type="checkbox"/> No		

**6. Construction of Impounding Structure**

Height of Dam (feet):	Length of Top (feet):	Length of Bottom (feet):	Width on Top (feet):
Slope of Front or Water Side (number of feet horizontal to one foot vertical):		Slope of Back Side (number of feet horizontal to one foot vertical):	
Height of Dam Above Water Line at Maximum Flood Flow (feet):			
Type of Construction of Dam and Material of Which it is to be Built:			
Location and Dimensions of Spillways: <input type="checkbox"/> Over, <input type="checkbox"/> Around, or <input type="checkbox"/> Through Dam			
Number of Acres to be Submerged by Reservoir When Full:	Maximum Depth (feet):	Approximate Average Depth (feet):	
Estimated Cost of Proposed Work:			

Construction Will Begin on or Before This Date:	Construction Will be Completed on or Before This Date:
Size and Type of Outlet Structure:	

<b>7. Legal Description of Property on Which Water is to be Used (if different than above):</b> Also, outline this property on the maps or plats submitted with this application	
Copy legal description from deed or attach copy of deed (tax statement descriptions are not acceptable.):	
Do You Own This Property? <input type="checkbox"/> YES <input type="checkbox"/> NO	If No, Owner Name: Owner Address:



I, _____, and _____ do certify that I/we have (print name) (print name)
I have examined the foregoing application together with the accompanying maps and data, and return the same for correction or completion as follows:
In order to retain its priority, this application must be returned to the Department of Ecology, with corrections, on or before: <u>  /  /  </u>

\_\_\_\_\_ Applicant Signature     
 \_\_\_\_\_ Applicant Signature     
   /  /   Date

State of: \_\_\_\_\_ }  
 County of: \_\_\_\_\_ } §

Signed and sworn to (or affirmed) before me on this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

Seal or Stamp     
 \_\_\_\_\_ (Notary Signature)  
 \_\_\_\_\_ (Notary Printed Name)

## **GENERAL INFORMATION REGARDING RESERVOIR PERMITS**

*Please read carefully before filling out application form*

### **GENERAL:**

Regardless of the proposed use to be made of the impounded waters, construction of any dam or dike which will be capable of impounding water to a depth of 10 feet or more at any point, or will impound a volume of 10 acre-feet or more at normal pool level, may not be started until a reservoir permit for such construction has been obtained from the Department of Ecology. This requirement is applicable to any proposed impounding structure which obstructs a stream or watercourse and to any excavation and/or dike to be built off-channel from any stream or watercourse. This is also applicable to any impounding structure which will increase the depth or capacity of any existing reservoir such that it equals or exceeds the above standards.

Unless otherwise specified, a reservoir permit will allow the permittee to fill the reservoir once annually and to use the specified quantity of water, as a maximum, for the purposes stated in the permit. The permit shall state the period during each year when the reservoir may be filled. Under most conditions, such filling will be allowed only during winter or runoff periods.

Whenever the impounding structure is to be built in an off stream channel location and water is to be diverted thereto, the companion appropriation application is required regardless of the amount of water to be used or the purpose for which it is to be used.

### **EXAMPLES:**

- A. For recreation, fish propagation, wildlife refuge, and other such non-consumptive uses, a reservoir permit allows initial or annual filling of the reservoir. If right for circulation water through the reservoir is also desired, an appropriation application should be filed in conjunction with the reservoir application.
- B. For irrigation, no related appropriation permit is required if the reservoir is situated on an intermittent stream which ceases to flow before arrival of the irrigation season. However, if the stream is perennial or flows for at least a portion of the irrigation season, and natural flow waters during said season are also to be diverted, an appropriation application must be filed in conjunction with the reservoir application.
- C. An appropriation application must always be filed with the reservoir application where the water is to be used for hydro-power generation.
- D. A reservoir permit and/or appropriation permit will not be required provided the reservoir is used exclusively for silt retention or flood control purposes. Approval of plans and specifications may be necessary, as explained below.
- E. Where impoundment is for stock water purposes, and the reservoir is to be filled and its level maintained throughout the summer months, or for as long as water is available, an appropriation application must also be filed.

## **PLANS AND SPECIFICATIONS:**

RCW 90.03.350 provides that any person intending to construct a dam or controlling works for the storage of 10 acre-feet or more of water as measured at top of dam level, shall, before beginning construction, submit plans and specifications thereof to the Supervisor and secure his approval as to its safety.

The plans and specifications must be prepared by properly-qualified, professional engineer registered in the State of Washington, and carry his/her signature and seal. They must be submitted in duplicate such that one copy may be retained in this office when the other is approved and returned to the applicant. No special plans will be required unless those submitted are found to be incomplete.

Plans and specifications prepared by government agencies not bearing the seal and signature of a professional engineer are acceptable only if endorsed by the principal or responsible engineer of the agency.

A general outline of minimum design criteria is available at this office and will be forwarded upon request.

## **FEES:**

A statutory \$50.00 examination fee must accompany all applications for a reservoir permit. This basic fee will apply to all applications involving the storage of up to 1,000 acre-feet of water. For larger impoundments, additional examination fees are required and will be requested.

Publication of a legal notice is required under all applications and the applicant must bear the charges associated therewith. Additional fees will also be required at such time as permit and certificate issue.

Where plans and specifications of the impounding structure must be reviewed by this agency, a fee will be charged for review and approval. In examining and analyzing plans it may be necessary for this agency to employ a specialist in dam designs, in which instance the cost shall be charged to the owner of the proposed works.