

Trust Water Right Application Router & Checklist

Office of Columbia River - Trust Water Rights Program

STEP 1 COORDINATOR'S PRE-CHECKLIST EVENTS: WRTS File Created GWIS Initial Review Ack. Letter Sent
by WRTS Tracker by Data Steward by Admin.

TW Coordinator: Gary | File No. CS4-WR13027602

STEP 2 THE APPLICATION

lease renewal purchase other
 donation
 WR Doc. No. 4845061
 WRIA No. 50

STEP 3 PUBLIC NOTICING UNDER: RCW 90.42 RCW 90.38

Newspaper Publication Dates _____ & _____
 Newspaper: _____ Date Affidavit Received: _____
 Newspaper: _____ Date Affidavit Received: _____
 Newspaper: _____ Date Affidavit Received: _____
 Ecology Website: HQ Date Affidavit Received: _____
 Public Notice at Y:\Staff\ _____
 Public Notice Paid by:
 Applicant Letter Sent
 OCR N/A
 Other _____
 SIC _____

TRIBAL NOTICING N/A

TRIBE	WRIA (circle all that apply)	Protests? <input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/> Colville	49 50 51 52 53 58 60 61	
<input type="checkbox"/> Yakama	29 30 31 32 33 37 38 39 40	
<input type="checkbox"/> Umatilla	31 32 33 36 37	
<input type="checkbox"/> Spokane	54 58	

Additional Noticing Required: N/A RCW 90.42 Parties* RCW 90.38 Parties**

WRIAs: _____ County NR Commissions* _____ Watershed Units* _____ Watershed Leads* _____

 WDFW** only
 other _____

STEP 4 DRAFT DOCUMENT

letter ROE other _____
 Author: Gary Y:\Staff\ Sec Header

STEP 5 TECHNICAL & PEER REVIEWS

Hydro Analysis Required? Yes No By: _____ Date: _____
 Notes: _____
Aerial Interpretation Needed? Yes No By: _____ Date: _____
 Notes: _____
Engineering Aid Needed? Yes No By: _____ Date: _____
 Notes: _____
Peer Review Requested? Yes No
 Name: _____ Date: _____
 Name: _____ Date: _____
 Notes: _____

STEP 6 GWIS FINAL QC by Data Steward

By: _____ Date: _____

STEP 7 DOCUMENT ISSUED by Trust Water Coordinator

Type: <input checked="" type="checkbox"/> donation acceptance letter <input type="checkbox"/> lease agreement <input type="checkbox"/> purchase agreement <input type="checkbox"/> rejection or denial letter	Document No. Assigned TWR#: _____ L####: _____ P####: _____ Note: _____	County Recordings County Date: _____ County Date: _____ County Date: _____ County Date: _____
<input type="checkbox"/> ROE - Date: _____	<input type="checkbox"/> Superseding Cert. - Date: _____	<input type="checkbox"/> Cert. of Change - Date: _____
Enclosures: _____ _____ _____	Copies To: _____ _____ _____	Recording Fee Paid by: <input type="checkbox"/> Applicant <input type="checkbox"/> OCR <input type="checkbox"/> Other

STEP 8 FINAL DOCUMENT: SUPERVISORY REVIEW & APPROVAL

Supervisor Approval Final
Unit Spvr. or Section Manager: ACS Date: 9/4/11
Notes: _____
 Returned for Changes

STEP 9 TRUST WATER DATABASE ENTRY

By: Cary Date: 6/28/11 Interim (HQ) OCR (CRO)

STEP 10 DOCUMENT PROCESSING - ADMIN

ECY website (dates) from _____ to _____
 Letter Mailed By: Bzahrer Date: 9/9/2011
 E-mailed To: Chris Anderson Date: 9/9/2011

NOTES

cc Aaron Penrose