



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.

If you require this document in an alternate format, please contact the Water Resources Program at (360) 407-6600 or TTY (for the speech or hearing impaired) at 711 or 1-800-833-6388.