

Stevens County Water Conservancy Board

SUMMARY OF REQUIRED INFORMATION

APPROVED 10/19/2009

1. Application:

Prepare application in full, including signatures from owner of water right and owners of all land(s) to where the water has been put to beneficial use.

2) Fees:

- Due at time of application submittal.
- Payable to Stevens County Water Conservancy Board.
- Attach \$1,000 Application Fee. If SCWCB decides to reject application, a refund of \$700 will occur.
- Applicant will pay public notice costs, and other associated costs for the application and appeals period.
- **Application fees do not include publication fees for Public Notice and other potential fees such as costs for a public hearing, if required.**

3) Information to be provided with Water Right Transfer Application:

- Copies of the Water Right Certificates and any Ecology records pertaining to the Certificate;
 - Copies of any other water right Applications, Permits, Certificates and/or Claims which are appurtenant to the property from the existing and proposed place of use;
 - Map and aerial photographs of current and proposed use areas;
 - Accurate legal descriptions of appurtenant lands and wells (existing and proposed);
 - Parcel numbers of land appurtenant to water right (at existing and proposed place of use);
 - Water well drillers reports (well logs);
 - Digital photographs of diversion/withdrawal site and water conveyance system on CD;
 - Proof of beneficial use:
 - Pumping records for previous five year period;
 - Meter readings or licensed engineers calculations for previous five year period;
 - Affidavits; and
 - Agricultural use (crops) and description type of irrigation system.
- Proof of beneficial use may require ACQ calculations, pump meter conversion calculations, and/or other methodologies to quantify extent and validity of water right. **Use of a professional contractor may help in establishing the extent and validity of a water right.**
- Demonstration that transfer will not impair other water rights may be required: **This may include a hydrogeologic report and/or other assessment completed by a professional licensed Hydrogeologist.**
 - Proof of land ownership; and
 - Proof of water right ownership

4) Applicant will also be required to prepare a Draft Record of Examination of the water right

Note: Each water right transfer is unique and requires different technical information to complete the water right transfer. No two water right transfer are identical and therefore a specific itemized checklist of required information can not be outlined. Various information relative to the water right may be requested by the Conservancy Board. This information may include specific studies and/or documents from professional engineers and/or hydrogeologists. The applicant is responsible for completion of these studies.