



**Oregon Water Resources Department**  
 725 Summer Street NE, Suite A  
 Salem, Oregon 97301-1266  
 (503) 986-0900  
 www.oregon.gov/OWRD

# Application to Develop a Minor Hydroelectric Project

**(Less than 100 theoretical horsepower)**

Please type or print in dark ink. If your application is found to be incomplete or inaccurate, we will return it to you. If any requested information does not apply, please insert "n/a". Please read and refer to the instructions guide when completing your application. Thank you.

## 1. APPLICANT INFORMATION

Applicants: \_\_\_\_\_  
First Last

Organization: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

\_\_\_\_\_  
City State Zip

Phone: \_\_\_\_\_  
Home Work Other

E-mail address: \_\_\_\_\_

## 2. PROPERTY OWNERSHIP

Do you own all the land where you propose to divert, transport, and use water? This includes diversion location and place of use; roads; rights-of-way; and canals or ditches.

- Yes, (Skip to section 3 "Water Use")
- No, Please check the appropriate box below.
  - I have a recorded easement or written authorization permitting access.
  - I do not currently have written authorization or easement permitting access.

**Note: A water right cannot be issued without written authorization or easement provided to the Department.**

List the names and mailing addresses of all affected landowners.

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

*Attach a separate sheet if needed.*

**3. WATER USE**

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**A. Proposed Source and Amount of Water**

Provide the commonly used name of the water body from which water will be diverted, and the name of the stream or lake it flows into. If unnamed, say so. If the source will be a reservoir, list reservoir name and/or permit number:

Provide the amount of water you propose to use from each source, for each use, in cubic feet-per-second (CFS) or gallons per minute (GPM). If the proposed use is from storage, provide the amount in acre-feet (AF):

(1 cubic foot per second = 448.8 gallons per minute    1 acre-foot = 43,560 cubic feet)

Source	Tributary to	Amount (AF, CFS, GPM)

**B. Period of Use**

Indicate the time of year when you propose to use water:

\_\_\_\_\_

**C. Power Development**

The project will utilize \_\_\_\_\_ (number of feet) of gross head to develop \_\_\_\_\_ (number) theoretical horsepower (THP).

*THP is calculated by multiplying the quantity of water to be diverted in cubic feet per second by the vertical head in feet and dividing the product by 8.8). The head is the difference in elevation between the intake of the pipeline and the return discharge to the stream.*

**D. Location**

The point of diversion is located within the \_\_\_\_\_ ¼ of the \_\_\_\_\_ ¼ of Section \_\_\_\_\_,

Township \_\_\_\_\_, Range \_\_\_\_\_, W.M.,

The power plant is located within the \_\_\_\_\_ ¼ of the \_\_\_\_\_ ¼ of Section \_\_\_\_\_,

Township \_\_\_\_\_, Range \_\_\_\_\_, W.M., in \_\_\_\_\_ County.

After passing through the power plant, the water utilized will be returned to

\_\_\_\_\_ (stream) in the \_\_\_\_\_ ¼ of the \_\_\_\_\_ ¼ of Section \_\_\_\_\_,

Township \_\_\_\_\_, Range \_\_\_\_\_, W.M.

**E. Project Facilities**

- (IF APPLICABLE) The diversion dam will have a height of \_\_\_\_\_ feet, a crest width of \_\_\_\_\_ feet, an upstream slope of \_\_\_\_\_ feet horizontal to one foot vertical, and a downstream slope of \_\_\_\_\_ feet horizontal to one foot vertical.

Describe the type of dam and the material with which it will be constructed:

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- (IF APPLICABLE) The storage reservoir will be located on:

\_\_\_\_\_ (body of water), tributary to \_\_\_\_\_ (body of water)

in Section \_\_\_\_\_, Township \_\_\_\_\_, Range \_\_\_\_\_, W.M.

When full the reservoir will have a surface area of \_\_\_\_\_ acres and a total storage volume of \_\_\_\_\_ acre-feet.

- (IF APPLICABLE) The canal will have a length of \_\_\_\_\_ feet, a slope of \_\_\_\_\_ feet horizontal /feet vertical, a base width of \_\_\_\_\_ feet, and a top width of \_\_\_\_\_ feet.

- (IF APPLICABLE) The pipeline will have a length of \_\_\_\_\_ feet, a diameter of \_\_\_\_\_ inches, and the difference in elevation between the intake and discharge will be \_\_\_\_\_ feet. The type of pipe used is \_\_\_\_\_

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Describe the type of water wheel and generator that will be used: \_\_\_\_\_

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#### 4. WATER MANAGEMENT

##### **A. Monitoring**

How will you monitor your diversion to be sure you are within the limits of your water right and you are not wasting water?

- Weir       Meter       Periodic Sampling

Have you planned for a minimum bypass flow?

- Describe
- 

#### 5. RESOURCE PROTECTION

In granting permission to use water from a stream or lake, the state requires careful control of activities that may affect the waterway or streamside area. Please indicate any of the practices you plan to undertake to protect water resources.

- Diversion will be screened to prevent uptake of fish and other aquatic life.

Describe planned actions:

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- Excavation or clearing of banks will be kept to a minimum to protect riparian or streamside areas. Describe planned actions: \_\_\_\_\_

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- Operating equipment in a water body will be managed and timed to prevent damage to aquatic life.

Describe: \_\_\_\_\_

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- Water quality will be protected by preventing erosion and run-off of waste or chemical products.

Describe: \_\_\_\_\_

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**6. FINANCES AND SCHEDULE**

The estimated cost of the project is \$\_\_\_\_\_.

The proposed use or market for the power to be developed is: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

The time schedule for completing the project after a water right is issued is \_\_\_\_\_

\_\_\_\_\_.

The estimated life of this project is \_\_\_\_\_ years. Upon a decision to terminate project operations, the project must be decommissioned under applicable Oregon laws. Upon project termination, the proposed method of removal is \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_.

**7. NEIGHBORS**

The following individuals own property within 300 feet of the proposed powerhouse:  
(include names, physical addresses, and mailing addresses)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**8. REMARKS**

If you would like to clarify any information you have provided in the application, please do so here and reference the specific application question you are addressing.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**9. MAP REQUIREMENTS**

The Department cannot process your application without accurate information showing the source of water and location of water use. You must include a map with this application form that clearly indicates the township, range, section, and quarter-quarter section of the proposed diversion location and powerhouse. See the map guidelines sheet for detailed map specifications.

**10. SIGNATURE**

By my signature below I confirm that I understand:

- X I am asking to use water specifically as described in this application.
- X Evaluation of this application will be based on information provided.
- X I cannot legally use water until the Water Resources Department issues a water right to me.
- X If I get a water right, I must not waste water.
- X If development of the water use is not according to the terms of the water right, the water right can be canceled.
- X The water use must be compatible with local comprehensive land use plans.
- X Even if the Department issues a water right to me, I may have to stop using water to allow senior water right holders, instream water rights or minimum bypass flows to get water they are entitled to, and

I affirm that all information provided in this application is true and correct to the best of my knowledge.

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Signature of applicant

Date

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Signature of applicant

Date

## 11. EXHIBITS

The following Exhibits must be included as a part of this application:

- |                  |   |
|------------------|---|
| <b>Exhibit A</b> | Narrative Statement describing the proposed project from the point(s) of diversion to the water return area.  |
| <b>Exhibit B</b> | Project Map (See Guide for Minor Hydroelectric Applications)  |
| <b>Exhibit C</b> | Tax Assessors map showing all property lines within 300 feet of the proposed powerhouse.  |
| <b>Exhibit D</b> | Attach land use form. Land use form must be signed by the local planning official, certifying that the use and structures associated with this project are allowed. The land use form is attached to the end of this form, or is available from the OWRD Salem office or on OWRD web site using the link "Forms." |

### **NARRATIVE STATEMENT:**

Provide a detailed written description of each component of the proposed Project from the point(s) of diversion to the water return area. The reader should be able to draw a basic picture of the Project based on the Narrative Statement. Such features include points of diversion, dams and appurtenant works and structures, storage, diverting or forebay reservoirs connected therewith, conduits or pipes, powerhouses, water wheels, and primary lines transmitting power to the point of junction with a distributing system, or with any interconnected primary system, miscellaneous works and structures used in connection with the Project or any part thereof, rights of way, lands, flowage rights and all other properties, rights and structures necessary or appropriate in the use, operation and maintenance of the Project.

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**Before you submit your application be sure you have:**

- Answered each question completely.
  - Attached a legible map which includes township, range, section and quarter-quarter section.
  - Attached an assessor's map showing tax lots within 300 feet of powerhouse.
  - Included a Land Use Information Form or receipt stub signed by a local official from a city or county planning office.
  - Included a check payable to the Water Resources Department for \$500. (If a water right is approved, an additional \$500 is required before the right can be issued.)
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# Land Use Information Form



725 Summer Street NE, Suite A  
Salem, Oregon 97301-1266  
(503) 986-0900  
[www.oregon.gov/OWRD](http://www.oregon.gov/OWRD)

## NOTE TO APPLICANTS

In order for your application to be processed by the Water Resources Department (WRD), this Land Use Information Form must be completed by a local government planning official in the jurisdiction(s) where your water right will be used and developed. The planning official may choose to complete the form while you wait, or return the receipt stub to you. Applications received by WRD without the Land Use Form or the receipt stub will be returned to you. Please be aware that your application will not be approved without land use approval.

**This form is NOT required if:**

- 1) Water is to be diverted, conveyed, and/or used only on federal lands; **OR**
- 2) The application is for a water right transfer, allocation of conserved water, exchange, permit amendment, or ground water registration modification, and **all** of the following apply:
  - a) The existing and proposed water use is located entirely within lands zoned for exclusive farm-use or within an irrigation district;
  - b) The application involves a change in place of use only;
  - c) The change does not involve the placement or modification of structures, including but not limited to water diversion, impoundment, distribution facilities, water wells and well houses; **and**
  - d) The application involves irrigation water uses only.

## NOTE TO LOCAL GOVERNMENTS

The person presenting the attached Land Use Information Form is applying for or modifying a water right. The Water Resources Department (WRD) requires its applicants to obtain land-use information to be sure the water rights do not result in land uses that are incompatible with your comprehensive plan. Please complete the form or detach the receipt stub and return it to the applicant for inclusion in their water right application. You will receive notice once the applicant formally submits his or her request to the WRD. The notice will give more information about WRD's water rights process and provide additional comment opportunities. You will have 30 days from the date of the notice to complete the land-use form and return it to the WRD. If no land-use information is received from you within that 30-day period, the WRD may presume the land use associated with the proposed water right is compatible with your comprehensive plan. Your attention to this request for information is greatly appreciated by the Water Resources Department. If you have any questions concerning this form, please contact the WRD's Customer Service Group at 503-986-0801.



# Land Use Information Form



www.oregon.gov/OWRD

Applicant(s): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Daytime Phone: \_\_\_\_\_

## A. Land and Location

Please include the following information for all tax lots where water will be diverted (taken from its source), conveyed (transported), and/or used or developed. Applicants for municipal use, or irrigation uses within irrigation districts may substitute existing and proposed service-area boundaries for the tax-lot information requested below.

Township	Range	Section	¼ ¼	Tax Lot #	Plan Designation (e.g., Rural Residential/RR-5)	Water to be:			Proposed Land Use:
						<input type="checkbox"/> Diverted	<input type="checkbox"/> Conveyed	<input type="checkbox"/> Used	
						<input type="checkbox"/> Diverted	<input type="checkbox"/> Conveyed	<input type="checkbox"/> Used	
						<input type="checkbox"/> Diverted	<input type="checkbox"/> Conveyed	<input type="checkbox"/> Used	
						<input type="checkbox"/> Diverted	<input type="checkbox"/> Conveyed	<input type="checkbox"/> Used	

List all counties and cities where water is proposed to be diverted, conveyed, and/or used or developed:

## B. Description of Proposed Use

Type of application to be filed with the Water Resources Department:

- Permit to Use or Store Water   
  Water Right Transfer   
  Permit Amendment or Ground Water Registration Modification  
 Limited Water Use License   
  Allocation of Conserved Water   
  Exchange of Water   
  Hydroelectric Development

Source of water:  Reservoir/Pond     Ground Water     Surface Water (name) \_\_\_\_\_

Estimated quantity of water needed: \_\_\_\_\_  cubic feet per second     gallons per minute     acre-feet

Intended use of water:  Irrigation     Commercial     Industrial     Domestic for \_\_\_\_\_ household(s)  
 Municipal     Quasi-Municipal     Instream     Other \_\_\_\_\_

Briefly describe:

**Note to applicant:** If the Land Use Information Form cannot be completed while you wait, please have a local government representative sign the 'Receipt for Request' at the bottom of the next page and include it with the application filed with the Water Resources Department.

# For Local Government Use Only

The following section must be completed by a planning official from each county and city listed unless the project will be located entirely within the city limits. In that case, only the city planning agency must complete this form. This deals only with the local land-use plan. Do not include approval for activities such as building or grading permits. **Please check the appropriate box below and provide the requested information**

- Land uses to be served by the proposed water uses (including proposed construction) are allowed outright or are not regulated by your comprehensive plan. Cite applicable ordinance section(s):
  
- Land uses to be served by the proposed water uses (including proposed construction) involve discretionary land-use approvals as listed in the table below. (Please attach documentation of applicable land-use approvals which have already been obtained. Record of Action/land-use decision and accompanying findings are sufficient.) **If approvals have been obtained but all appeal periods have not ended, check "Being pursued."**

Type of Land-Use Approval Needed (e.g., plan amendments, rezones, conditional-use permits, etc.)	Cite Most Significant, Applicable Plan Policies & Ordinance Section References	Land-Use Approval:	
		<input type="checkbox"/> Obtained <input type="checkbox"/> Denied	<input type="checkbox"/> Being Pursued <input type="checkbox"/> Not Being Pursued
		<input type="checkbox"/> Obtained <input type="checkbox"/> Denied	<input type="checkbox"/> Being Pursued <input type="checkbox"/> Not Being Pursued
		<input type="checkbox"/> Obtained <input type="checkbox"/> Denied	<input type="checkbox"/> Being Pursued <input type="checkbox"/> Not Being Pursued
		<input type="checkbox"/> Obtained <input type="checkbox"/> Denied	<input type="checkbox"/> Being Pursued <input type="checkbox"/> Not Being Pursued
		<input type="checkbox"/> Obtained <input type="checkbox"/> Denied	<input type="checkbox"/> Being Pursued <input type="checkbox"/> Not Being Pursued

Local governments are invited to express special land-use concerns or make recommendations to the Water Resources Department regarding this proposed use of water below, or on a separate sheet.

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Phone: \_\_\_\_\_ Date: \_\_\_\_\_

Government Entity: \_\_\_\_\_

**Note to local government representative:** Please complete this form or sign the receipt below and return it to the applicant. If you sign the receipt, you will have 30 days from the Water Resources Department's notice date to return the completed Land Use Information Form or WRD may presume the land use associated with the proposed use of water is compatible with local comprehensive plans.



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**Receipt for Request for Land Use Information**

Applicant name: \_\_\_\_\_

City or County: \_\_\_\_\_ Staff contact: \_\_\_\_\_

Signature: \_\_\_\_\_ Phone: \_\_\_\_\_ Date: \_\_\_\_\_