



# Surface Water Applications

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Wyoming State Engineer's Office

DRAFT

Submitting a Diversion Application (Hardcopy)

# Diversion Applications

A diversion application must be filed for a withdrawal of water that is put to beneficial use and does not utilize an existing, permitted facility. Diversion applications are submitted on the S.W.1 form, which may be downloaded from the Wyoming State Engineer Office (SEO) website. The S.W.1 form must be printed on 8.5" x 14" bond paper in tumblehead format.



## 1. Diversion Application

The instructions below describe how to complete each item of the application:

- 1) Facility name: enter a name for the facility next to “NAME OF FACILITY” (Figure 1). Short, distinct names are preferred (e.g. Dale’s Ditch). This must match the facility name provided on the map that accompanies the application.
- 2) Item 1 and 2: Provide the name and mailing address of the applicant and agent (Figure 1). This must match the information provided on the map (see below). The applicant is the individual or entity applying for the water right and the agent is the point of contact. Write “Same as above” in Item 2 if the agent and applicant are the same. \*It is also highly recommended to provide a phone number and email address.

NAME OF FACILITY <u> Dale’s Ditch </u>
1. Name(s), mailing address and phone no. of applicant(s) is/are <u> Diversion Company </u> <u> 799 Swanton Ave., Thermopolis, WY 82443 </u> <u> Ph: 777-777-7777 </u> <u> E-mail address: diversionco@email.com </u>
(if more than one applicant, designate one to act as Agent for the others)
2. Name & address of agent to receive correspondence and notices <u> Same as above </u> <u> E-mail address: </u>
3. (a) The use to which the water is to be applied is <u> Irrigation </u> (b) If more than one beneficial use of water is applied for, the location and ownership of the point of use must be shown in item 10 of the application and the details of the facilities used to divert and convey the appropriation must be shown on the map in sufficient detail to allow the State Engineer to establish the amount of appropriation. In multiple use applications, stock and domestic purposes are limited to 0.056 cubic feet per second.

**Figure 1. Application Items 1-3**

- 3) Write the type of beneficial use for which the water will be applied (Figure 1). Defined types of use include:
  - a. **Irrigation:** watering of lands for agricultural purposes not included in the definition of domestic use.
  - b. **Reservoir Supply:** water is diverted to supply a reservoir.
  - c. **Municipal:** water used within a municipality.
  - d. **Industrial:** water used in oil and gas or mining operations.
  - e. **Domestic:** single-family household use and watering of lawns and gardens for non-commercial use, where area to be irrigated does not exceed one acre. *When filing under*

*special application rules, this use is limited to 0.056 cfs. For details, see instructions for submitting stock and domestic special applications.*

- f. **Domestic Supply:** household use for more than one dwelling, or watering of lawns and gardens for non-commercial use where area to be irrigated exceeds one acre. *When filing under special application rules, this use is limited to 0.056 cfs. For details, see instructions for submitting stock and domestic special applications.*
- g. **Stock:** normal watering of livestock. *If requesting less than 0.056 cfs, see instructions for submitting special applications.*
- h. **Miscellaneous:** any other beneficial use not previously described. Please describe the use clearly on the application.

- 4) Write the name of the stream from which the diversion is being made. Leave blank if unknown (Figure 2).
- 5) Provide the survey tie from an established BLM corner monument to the point of diversion (Figure 2). Following the survey tie information, specify the legal description and geographic coordinates of the point of diversion. The legal description may be found on your property deed.
- 6) Specify the legal description and owner of any state or federally-owned lands that are involved in the application (Figure 2).

4. The source of the proposed appropriation is <u>Crow Creek</u>			
5. The point of diversion of the proposed works is located <u>N 37° 13' 52" W</u> <u>168</u> feet distant from the <u>E ¼</u> corner of Section <u>8</u> T. <u>44</u> N., R. <u>97</u> W., and is in the <u>SENE</u> of Section <u>8</u> T. <u>44</u> N., R. <u>97</u> W.			
Lot _____	Block _____	Subdivision Name _____	
Latitude <u>44.562981</u>	Longitude <u>-109.564871</u>		
6. Are any of the lands crossed by the proposed facility owned by the State or Federal government? If so, describe lands and indicate whether State or Federally owned.			
<u>Federal (BLM): SENE Sec. 8, T.44N, R.97W</u>			

**Figure 2. Application Items 4-6**

- 7) Provide the maximum carrying capacity of the ditch or pipeline (Figure 3). If water is pumped, use the flow capacity of the pump.
- 8) Submit the map as described in the following section.
- 9) Specify the time required (months) to complete construction and the time to begin applying water to the beneficial use (Figure 3). Write “Existing” if the works are completed.

<p>7. The carrying capacity of the ditch, canal, pipeline or other facility at the point of diversion is <u>1.00</u> cubic feet per second (c.f.s.)</p> <p>8. The accompanying map is prepared in accordance with the State Engineer's Rules and Regulations for filing applications and is hereby declared a part of this application. The State Engineer may require the filing of detailed construction plans.</p> <p>9. The estimated time required for the completion of construction is <u>6 months</u>, and to complete the application of water to the beneficial uses stated in this application is <u>6 months</u>.</p>
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**Figure 3. Application Items 7-9**

- 10) Show the lands where water will be used for each subdivision (Figure A- 1):
- a. Original Supply: designate this supply type if the water is applied to lands that do not presently have a water right. Write the amount of acres within each quarter-quarter, lot, or tract and the owner of the affected lands.
  - b. Supplemental Supply: designate this type of supply if the original supply for an existing permit is being augmented by a different source. Write the amount of acres within each quarter-quarter, lot, or tract and the permit number of the original water right that is being supplemented. Also, provide the land owner of the affected lands. The total maximum appropriation for all sources cannot exceed 1 cfs per 70 acres. *\*The same source may be used only if additional water is available at the new point of diversion.*
  - c. Reservoir Supply Facility: designate this type of supply if the diversion is used to supply a reservoir. Specify the appropriate subdivision and write the name, permit number (if known), and capacity (acre-feet) of the reservoir to be supplied.
  - d. Secondary Supply: designate this type of supply if water is stored in a reservoir and appropriated for a beneficial use. Specify the appropriate subdivision and write the name and permit number (if known) of the reservoir that will store the diversion. Also, provide the flow rate (cfs) of the diversion and the type of beneficial use.
- 11) Remarks: include any necessary information not provided in the previous portions of the application.

Once all necessary information is entered please print your name, sign, and date the application (Figure A- 1). A fee must be submitted with the application to be accepted. A comprehensive fee schedule can be viewed on the Wyoming State Engineer Office website.

**2. Certified Map**

For applications that do not meet special application requirements, a map certified by a Wyoming licensed engineer or surveyor is required in addition to the S.W.1 form. The map must follow SEO Regulations and Instructions to be acceptable, which can be found on the SEO website. The list below provides a description of the primary requirements to consider when preparing a map (see Figure A- 2 through Figure A- 4 for examples).

- 1) **Map Size**: maps must conform to a standard size as stated in the following table:

<u>Map Size</u>	<u>Length</u>	<u>Width</u>	<u>Margins</u>
(unit)	(in)	(in)	(in)
A	11	8.5	0.25
B	17	11	0.25
D	22	34	0.5
D*	24	36	0.5

\*Architectural

- 2) **Title Block:** provide a title block in the lower right corner of the map.
  - a. Label the title “Map to Accompany Application for (insert Facility Name as written on the application)”
  - b. Include the applicant name and address.
- 3) **Scale:** show the scale for each drawing on the map, which must not be less than 2” = 1 mile.
- 4) **Location Map/Plan View:**
  - a. **Point of Diversion (POD):** the POD must be identified by a symbol within the most current BLM survey boundaries and accompanied by geographic coordinates and a survey tie from a BLM corner.
    - i. Show the entire section or resurvey tract in which the POD is located.
    - ii. The BLM survey boundaries must be subdivided into quarter-quarters, resurvey tracts, and/or resurvey lots.
    - iii. Label the datum to which the coordinates are associated (e.g. NAD 83).
  - b. **Points/Areas of Use (POU):** the POU must be shown within the most current BLM survey boundaries.
    - i. Show the entire section or resurvey tract in which the POU is located.
    - ii. The BLM survey boundaries must be subdivided into quarter-quarters, resurvey tracts, and/or resurvey lots.
    - iii. For irrigated lands, the amount of irrigated acres within each subdivision must be labeled and cross-hatched.
  - c. **Existing Water Rights:** within BLM subdivisions that are affected by the POU, all existing surface and groundwater rights must be shown.
    - i. Each existing water right must be shown with distinct cross-hatching.
    - ii. For irrigated lands, the amount of irrigated acres within each subdivision must be labeled and cross-hatched.
  - d. **Stream Source:** show the name, location, and flow direction of the source of supply.
- 5) **Conveyance Facilities:** display the conveyance facility to show how water will be delivered from the POD to the POU.

- a. Show the cross-section, hydraulic properties, and flow rate formula for all facilities involved in the application.
  - b. For gravity-controlled pipelines, show the profile of the pipeline.
- 6) **Legend:** provide a legend identifying map symbols, cross-hatching, and water rights.
- 7) **North Arrow:** provide an arrow indicating the north direction.
- 8) **Engineer or Surveyor Stamp/Certification:** The map must be stamped and signed by a Wyoming licensed engineer or surveyor and include a certification statement.
- 9) **Signature Block:** Include a 4" x 1" signature block.

# Appendix

(Large Figures)





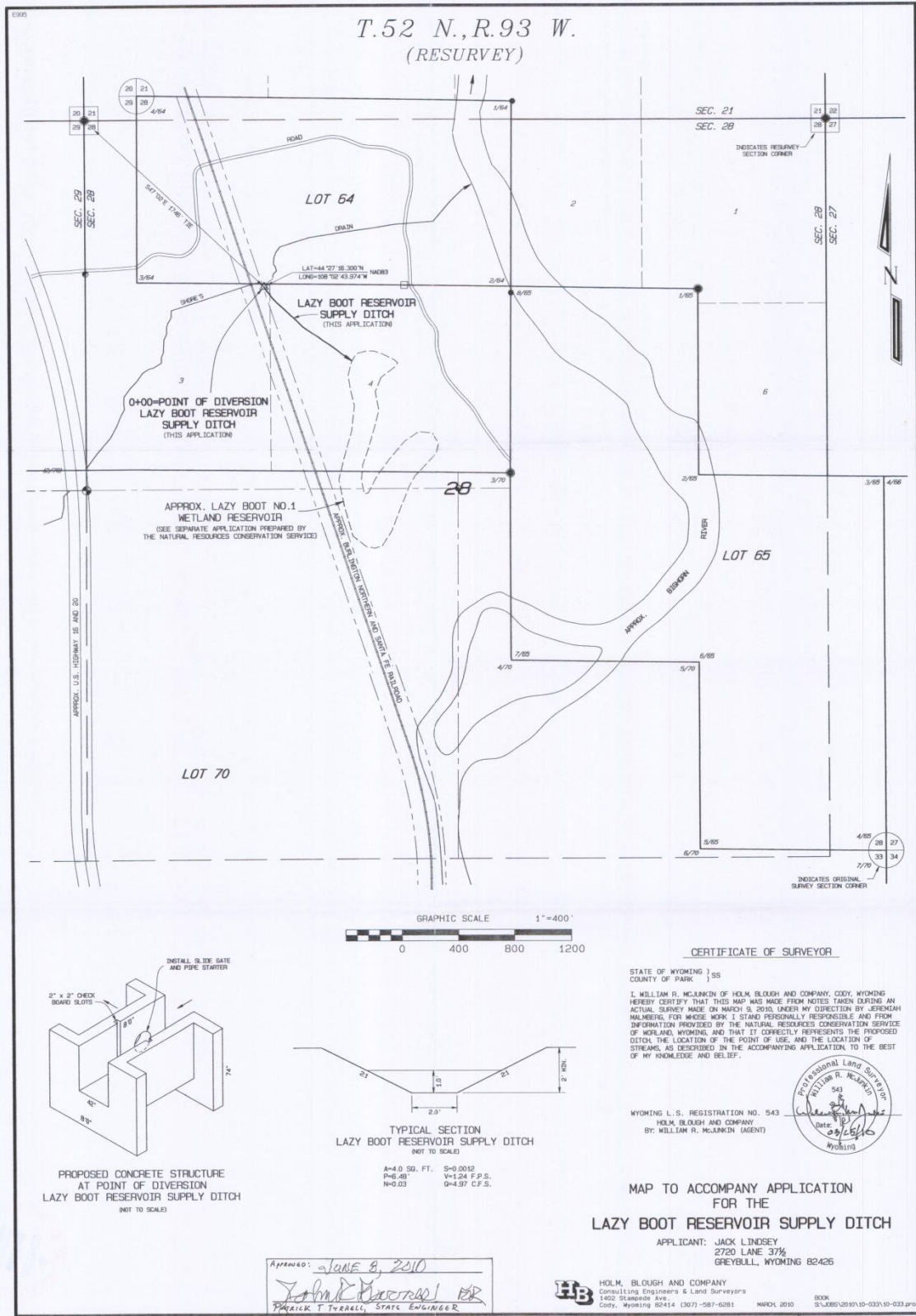


Figure A- 2. Certified Map for Reservoir Supply Ditch

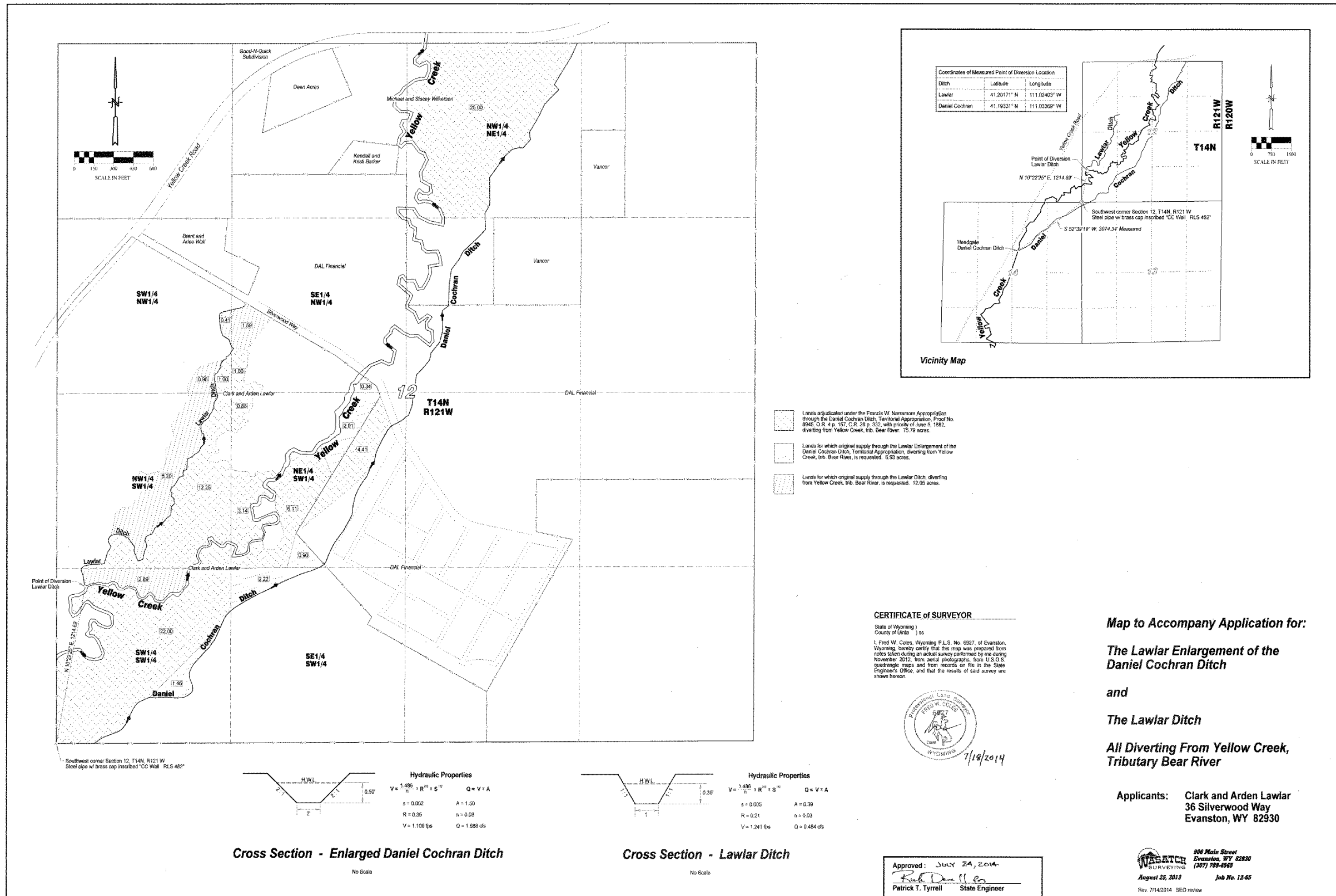


Figure A-3. Certified Map for Irrigation Ditch (1)

