

APPLICATION FOR AN AMENDMENT TO A GROUNDWATER PERMIT OR PRIOR RIGHT

OKLAHOMA WATER RESOURCES BOARD
 WATER RIGHTS ADMINISTRATION DIVISION
 3800 North Classen Blvd., Oklahoma City, OK 73118
 Phone: (405) 530-8800 Fax: (405) 530-8900
 Website: www.owrb.ok.gov (see website for FAQs)

<u>APPLICATION FILING FEE</u>	
<i>Application review will not begin until the proper filing fee is received. Double the filing fee if water is used before application approval.</i>	
<u>Not Adding Water</u>	<u>Filing Fee**</u>
Public Notice Not Required.....	\$200.00
Public Notice Required.....	\$400.00
<i>(See Page 3 for an explanation.)</i>	
If adding water, replace the fee schedule above with the one below, which is based on the amount of water requested:	
<u>Adding Water</u>	<u>Filing Fee**</u>
1 – 320 acre-feet.....	\$400.00
321 – 640 acre-feet.....	\$750.00
641 – 1,500 acre-feet.....	\$900.00
Over 1,500 acre-feet.....	\$900.00*
*Plus \$250.00 for each increment of 500 acre-feet above 1,500 acre-feet requested (Maximum Fee \$4,000.00).	
**Plus \$250.00 if the application overlies a sensitive sole-source groundwater basin. Applications to add or request additional water for the purpose of enhanced recovery of oil and gas shall have a flat filing fee of \$4,500.00. If the requested amount of water is fractional, round up to the next whole number for the purposes of determining the filing fee.	

<u>OFFICE USE ONLY</u>
Permit No. _____
Type of Permit _____
Groundwater Basin _____
Equal Proportionate Share _____

1. NAME & ADDRESS (Print the applicant name exactly as listed on the ownership documentation and fill in the contact information.)

Applicant Name _____ Phone (____) _____ - _____

Mailing Address _____ City _____ State _____ Zip _____

Email _____ Fax (____) _____ - _____

Contact Name
(during application review) _____ Phone (____) _____ - _____

Mailing Address _____ City _____ State _____ Zip _____

Email _____ Fax (____) _____ - _____

If correspondence needs to be sent during application review, it should be sent as: Postal Mail Email Fax

Contact Name
(after permit approval) _____ Phone (____) _____ - _____

Mailing Address _____ City _____ State _____ Zip _____

Email _____ Fax (____) _____ - _____

2. TYPE OF AMENDMENT (for Groundwater Permit # _____)

Mark the Appropriate Boxes (Note: The water amount cannot be increased and dedicated land cannot be added to a prior right.):

- Increasing or Decreasing Water Amount (complete sections 3, 8, and 9)
- Adding or Removing Uses (complete sections 3, 8, and 9)
- Adding or Removing Dedicated Land (complete sections 4, 5, 7, 8, and 9)
- Adding or Removing Wells (complete sections 6, 7, 8, and 9)
- Changing Area of Use (complete sections 7 and 9)

NOTE: Changing ownership of a permit requires a separate “Petition to Transfer Ownership” form that can be obtained from OWRB offices or at www.owrb.ok.gov.

3. QUANTITY OF WATER & PURPOSE

A. Is additional water requested on the permit? Yes No

If yes, _____ acre-feet of groundwater per year.

B. Is water to be decreased on the permit? Yes No

If yes, _____ acre-feet of groundwater per year.

C. Are additional uses requested on the permit? Yes No If yes, please specify (e.g. irrigation, agriculture, oil & gas, etc.):

D. Are uses to be removed from the permit? Yes No If yes, please specify (e.g. irrigation, agriculture, oil & gas, etc.):

E. If the permit currently authorizes multiple uses or if new uses are to be added, do you want to assign a specific quantity of water to each use (this limits the amount of water you can use for each use to the amount you assign)? Yes No If yes, please specify:

For Growing Crops: Proposed crops: _____

Approximate area of crops irrigated: _____ acres. If the applicant will use water (or sell water to an end user) to grow marijuana or hemp attach a copy of all associated user's OMMA or ODAFF licenses.

4. OWNERSHIP & LEGAL DESCRIPTION OF LAND DEDICATED (List the legal description of all dedicated land to be added to the existing permit. Do not use city lot and block numbers or metes and bounds. If additional space is needed, list on a separate sheet of paper. An explanation of legal descriptions can be found on the OWRB website FAQs page. **Dedicated land must be drawn on attached plats.**)

_____ acres owned; _____ acres leased; _____ acres platted (**municipal only**) and dedicated to the application.

_____ acres in _____ 1/4 of _____ 1/4 of _____ 1/4 of Section _____ Twp. _____ N S Rng. _____ EIM OWIM in _____ County
 ECM

_____ acres in _____ 1/4 of _____ 1/4 of _____ 1/4 of Section _____ Twp. _____ N S Rng. _____ EIM OWIM in _____ County
 ECM

_____ acres in _____ 1/4 of _____ 1/4 of _____ 1/4 of Section _____ Twp. _____ N S Rng. _____ EIM OWIM in _____ County
 ECM

_____ acres in _____ 1/4 of _____ 1/4 of _____ 1/4 of Section _____ Twp. _____ N S Rng. _____ EIM OWIM in _____ County
 ECM

_____ acres in _____ 1/4 of _____ 1/4 of _____ 1/4 of Section _____ Twp. _____ N S Rng. _____ EIM OWIM in _____ County
 ECM

Water will be used in _____ County

5. MUNICIPALITIES (Only municipalities are required to complete this section. If platted lands are dedicated, please provide a map of the service area and water lines.)

If platted lands are dedicated within the municipal boundaries:

Will the municipality make water available to the platted lands area? Yes No

6. WELL INFORMATION

(Please specify the number of wells to be added or deleted from the permit. For existing wells, write the 10-acre tract legal description where each well is located. For wells that have not been drilled, please describe the proposed well area where the wells may be drilled. If additional space is needed, list on a separate sheet of paper.)

Are there existing wells on land owned by others that are within applicable well spacing of the wells to be added to the permit? Spacing restrictions are 660 feet in alluvium & terrace and 1,320 feet in bedrock groundwater basins (not all groundwater basins have well spacing). If there is, an exception may be required. Yes No

Water is to be withdrawn from _____ additional well(s) located in *(All well locations must be drawn on the attached plat.):*

_____wells in _____1/4 of _____1/4 of _____1/4 of Section _____Twp. _____ N EIM
 S Rng. _____ WIM in _____ Existing Yes
 ECM County Well? No

_____wells in _____1/4 of _____1/4 of _____1/4 of Section _____Twp. _____ N EIM
 S Rng. _____ WIM in _____ Existing Yes
 ECM County Well? No

For Existing Wells to be Added: *(Please specify the depth and yield of the wells requested to be added to the permit. If multiple additional wells are requested, provide a range of values (e.g. 400 – 500 feet).)*

Depth: _____ feet; Pumping Rate: _____ gallons per minute

Are wells or proposed well locations being deleted? Yes No *(If yes, list the legal description of the wells or proposed well locations to be deleted as described on the current permit.)*

_____wells in _____1/4 of _____1/4 of _____1/4 of Section _____Twp. _____ N EIM
 S Rng. _____ WIM in _____ Existing Yes
 ECM County Well? No

_____wells in _____1/4 of _____1/4 of _____1/4 of Section _____Twp. _____ N EIM
 S Rng. _____ WIM in _____ Existing Yes
 ECM County Well? No

APPLICATION FILING FEES EXPLAINED

Public notice is not required with an amendment when the applicant is only requesting additional wells and those wells meet one of the following conditions:

1. *If well spacing is applicable (660 feet for alluvium and terrace or 1,320 feet for bedrock groundwater basins), the applicant has done a diligent search and found no other wells within applicable spacing of the wells to be added.*
2. *If well spacing is not applicable, the applicant either owns all the land within 1,320 feet (1/4 mile) of the wells to be added or has written permission from each surrounding surface estate owner within 1,320 feet.*

Public notice is required for all amendments that do not meet the above requirements.

<u>OFFICE USE ONLY</u>	
Uses: _____	ac. ft. Acres Dedicated: _____
_____	ac. ft. Acres Irrigated: _____
_____	ac. ft. Number of Wells: _____

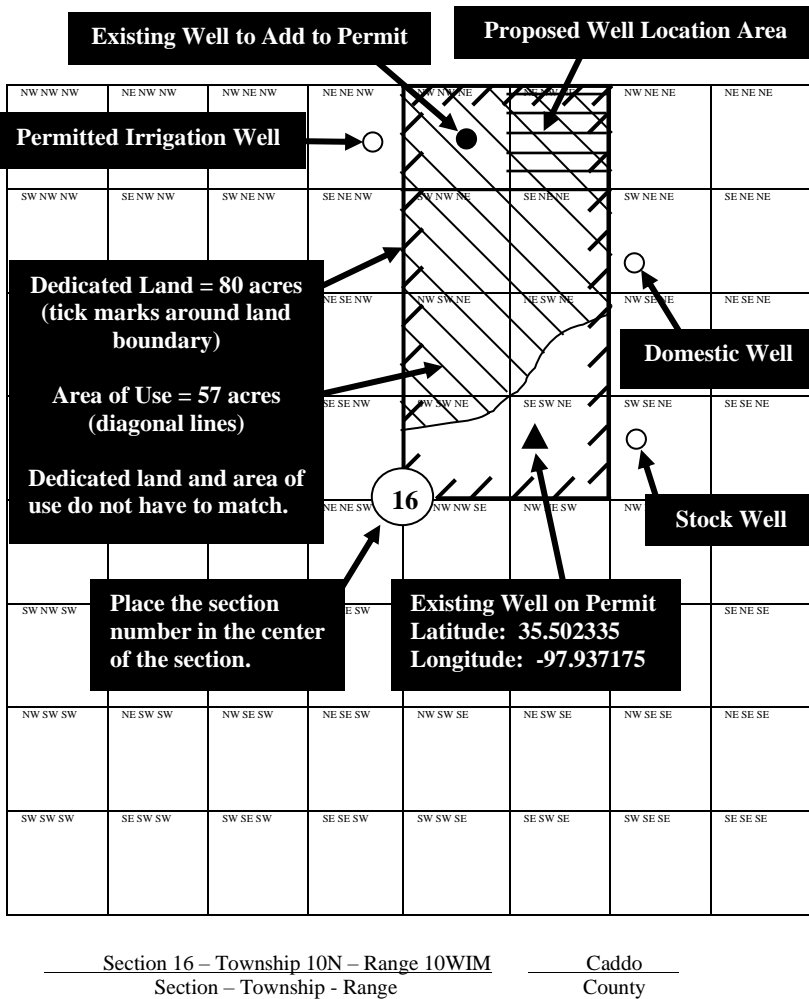
INSTRUCTIONS FOR THE NEXT PAGE

7. PLAT MAP (Sample)

Applicant Name John and Jane Doe


Permit No. _____

The plat below represents one full section (640 acres or 1 square mile). Drawings must match the legal descriptions provided in questions #4 and #6 of the application. **If adding or replacing wells, please show all wells currently authorized on the permit and which wells are to be replaced.** More than one plat map may be required.

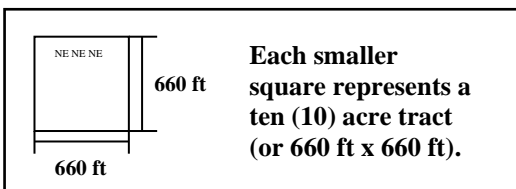


Instructions and Use of Symbols on the Application Plat

1. Write the applicant name on the top of the page (should match your ownership document).
2. Write the section # in the circle in the middle of the section and the legal description and county on the bottom of the page.
3. Draw the land you want to dedicate. Denote this with tick marks around the land boundary.
4. Draw the area you plan to use the water. Denote this with parallel diagonal lines.
5. Draw a dot at the location of each existing well to be authorized. If a well log is not on file, latitude and longitude may be required. If the wells are proposed, draw horizontal lines over the 10-acre tracts where you want to drill the wells in the future. Show the location of all wells currently authorized to the permit with a solid triangle.
6. Draw a hollow circle for all other existing water wells (e.g. stock, domestic, irrigation, permitted, etc.) within 1/4 mile of the existing wells to be permitted and the proposed well locations to be permitted.

-  Land Dedicated
-  Area of Use
-  Proposed Well Location Area

- Existing Wells to Add to the Permit
- ▲ Existing Wells on the Permit
- Existing Wells Owned by Others (i.e. domestic, stock, permitted, etc.)

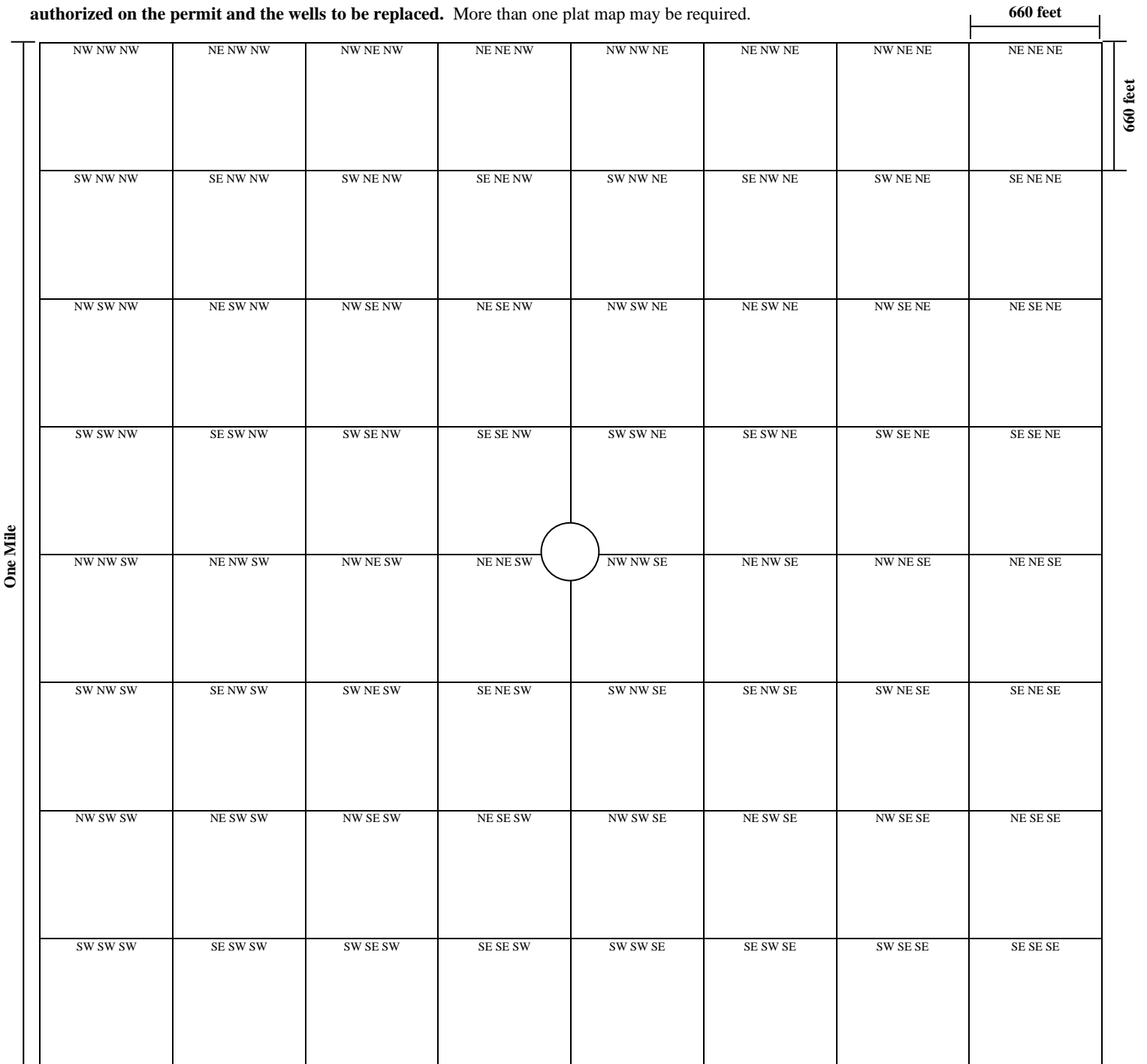


7. PLAT MAP

Applicant Name _____

Permit No. _____

Follow the instructions on the previous page. Drawings must match the legal descriptions provided in questions #4 and #6 of the application. **If adding or replacing wells, please show all wells currently authorized on the permit and the wells to be replaced.** More than one plat map may be required.



Section – Township – Range _____

County _____



Land Dedicated



Area of Use



Proposed Well Location Area

- Existing Wells to Add to the Permit
- ▲ Existing Wells on the Permit
- Existing Wells Owned by Others (i.e. domestic, stock, permitted, etc.)



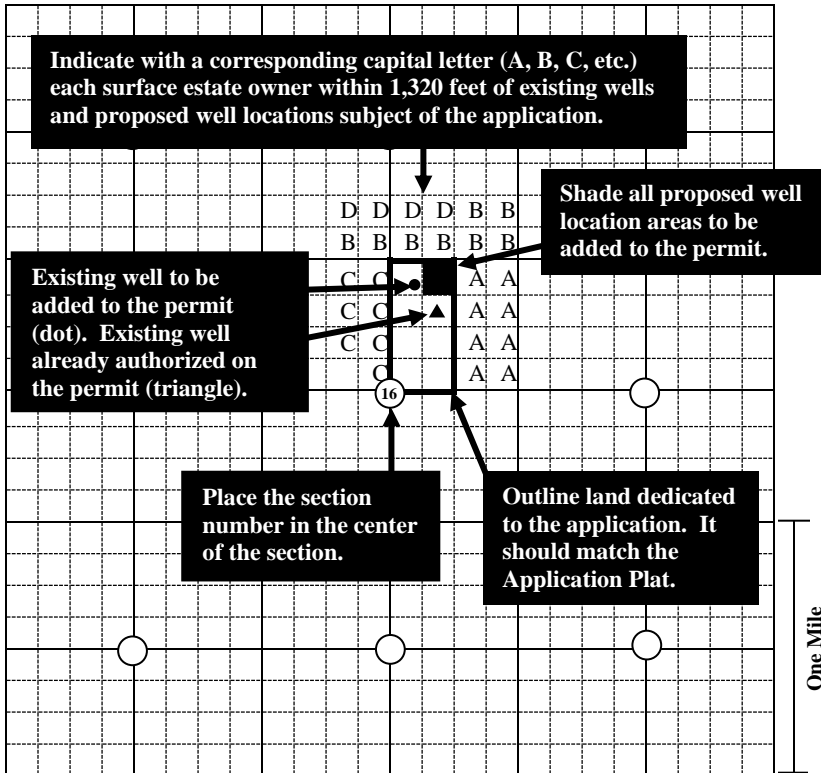
INSTRUCTIONS FOR THE NEXT PAGE

8. SURFACE ESTATE OWNERS MAP (*Sample*)

Applicant Name John and Jane Doe

Permit No. _____

The map below represents nine (9) full sections of land each with a circle at the center. The applicant must furnish names and mailing addresses of all surface estate owners of land located within 1,320 feet (1/4 mile) from the location of the existing wells to be added as well as from the outside boundaries of all proposed well location areas to be added, unless otherwise directed by the Board. If the applicant is changing purposes or adding water with the amendment, then the applicant must also furnish names and mailing addresses of all surface estate owners of land located within 1,320 feet of existing wells and proposed well locations currently authorized by the permit. Mark applicant's permitted wells with a solid triangle, existing wells to be added with a dot, and shade all proposed well location areas. More than one surface estate owners map may be required.



Instructions and Use of Symbols on the Surface Estate Owners Map

1. Write the applicant name on the top of the page (should match your ownership document).
2. Write section numbers in the circles at the middle of each section where land is dedicated, then draw the land you want to dedicate.
3. Draw a dot at the location of each existing well to be authorized. If the wells are proposed, shade in the 10-acre tracts where you want to drill the wells in the future. If you are adding more than just wells to the permit, you need to notify people around wells already authorized on the permit (solid triangle).
4. To denote neighboring landowners, write letters in every 10-acre tract square within 1/4 mile of the existing wells to be permitted and the proposed well locations to be permitted (up, down, side-to-side, and diagonally). Then write their name and address information at the bottom of the page. **Contact your county assessor office or county courthouse if you do not know this information.**

Name	Address
A. <u>John and Sophie Hoover</u>	<u>16200 N Park Hill Road, Tahlequah, OK 73000</u>
B. <u>Manuela Jones Revocable Living Trust</u>	<u>PO Box 40, Sayre, OK 75000</u>
C. <u>Metric Grains Incorporated</u>	<u>PO Box 185, Boise City, OK 76000</u>
D. <u>Commissioner of Land Office</u>	<u>204 N Robinson Ave, Suite 900, Oklahoma City, OK 73102</u>
E. _____	_____
F. _____	_____

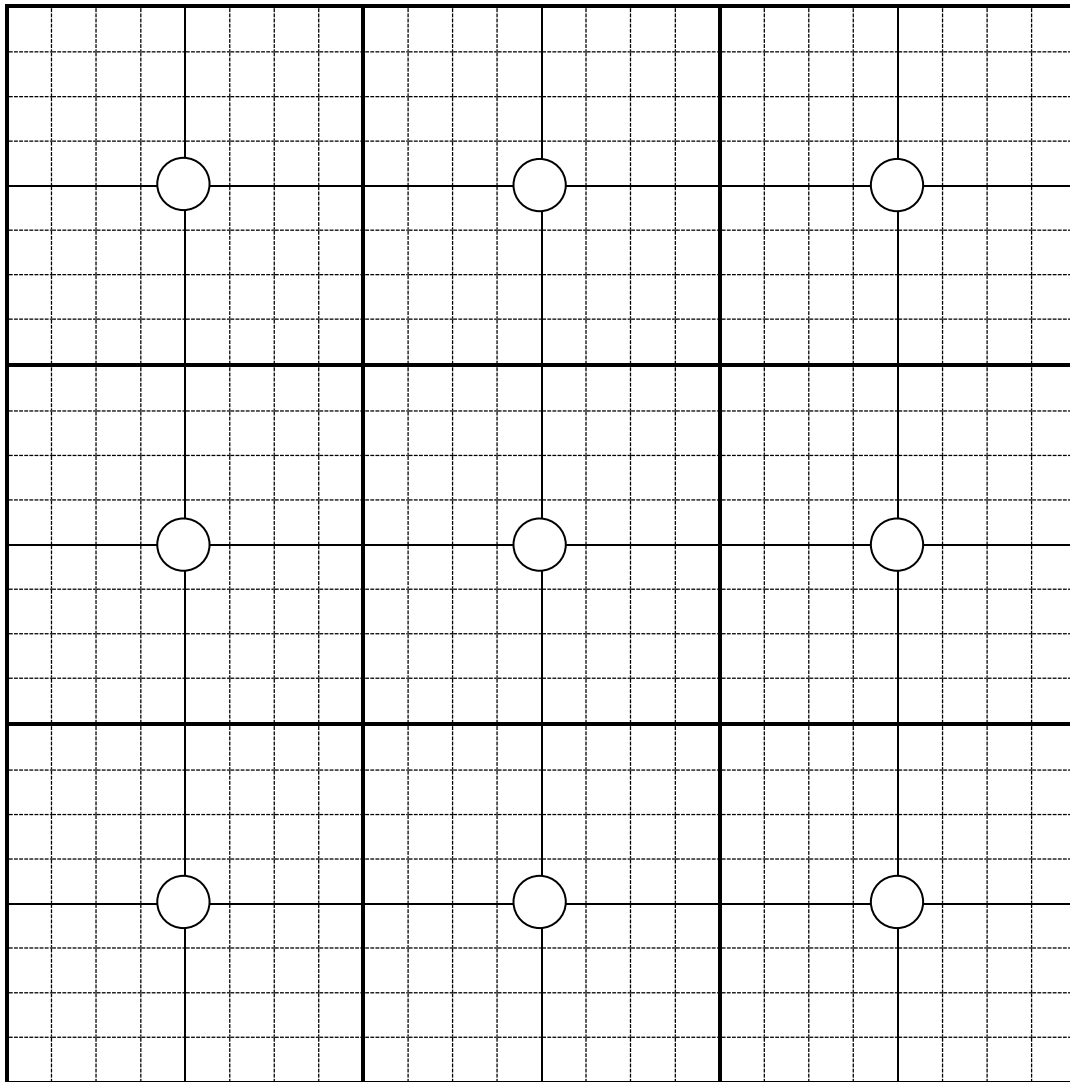
Attach a separate sheet if more space is needed.

8. SURFACE ESTATE OWNERS MAP

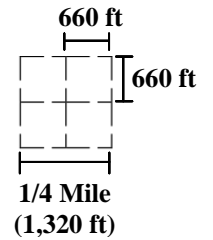
Applicant Name _____

Permit No. _____

The map below represents nine (9) full sections of land each with a circle at the center. The applicant must furnish names and mailing addresses of all surface estate owners of land located within 1,320 feet (1/4 mile) from the location of the existing wells to be added as well as from the outside boundaries of all proposed well location areas to be added, unless otherwise directed by the Board. If the applicant is changing purposes or adding water with the amendment, then the applicant must also furnish names and mailing addresses of all surface estate owners of land located within 1,320 feet of existing wells and proposed well locations currently authorized by the permit. Mark applicant's permitted wells with a solid triangle, existing wells to be added with a dot, and shade all proposed well location areas. More than one surface estate owners map may be required.



Plat Scale



Each of the smallest squares represent a 10-acre tract (660 ft x 660 ft).

One Mile

Name

Address

- A. _____
- B. _____
- C. _____
- D. _____
- E. _____
- F. _____

Attach a separate sheet if more space is needed.

9. SIGNATURES

Upon my oath or affirmation, I swear or affirm (1) that all information submitted to the Oklahoma Water Resources Board in connection with this application is true and accurate to the best of my knowledge; and (2) that I or the person or entity I represent will comply with all applicable laws and regulations of the State of Oklahoma or its agencies, and any lawful conditions imposed by the Oklahoma Water Resources Board, which apply or pertain to the use of fresh groundwater.

NOTARY

SIGNATURE OF APPLICANT

STATE OF _____)
) ss.
COUNTY OF _____)

PRINT NAME

The foregoing instrument was acknowledged before
me this _____ day of _____, 20_____.

TITLE (IF APPLICABLE)

Notary Public Signature

OKLAHOMA BAR ASSOCIATION NUMBER
(IF APPLICABLE)

My commission expires: _____

(SEAL)

10. APPLICATION SUBMISSION AND PROCESSING

The submitted application packet must include the following:

- a. The original completed application, typed or printed in ink, signed and notarized (*All markings must be legible.*);
- b. The appropriate filing fee (*Application review will not begin until the proper filing fees are received. If water is used before Board approval of the application in an amount greater than what is authorized on the current permit or from wells or for uses other than what is authorized on the current permit, double the filing fee will be required. Filing fees will not be refunded unless an overpayment was made by the applicant.*);
- c. Copies of warranty deeds, leases, and/or letters of consent as required (*Copies of tax documents are not accepted. Social security numbers are not required. If any documentation contains social security numbers, please obscure them before submittal.*).
- d. Other documentation may be requested as needed to complete the application review.

Please note: Any incomplete or unresponsive answers may cause a delay in the processing of your application.

In addition, Oklahoma Administrative Code (OAC) 785:30-1-4(d) states: "If the application is defective to as to form, the Board shall advise the applicant of the corrections, amendments, or changes required and sixty (60) days shall be allowed for the refilling thereof. If the application is not corrected, amended, or changed within the time required, the Board may inactivate the application. Furthermore, OAC 785:30-3-3(b), states: "If an applicant does not correct an application or publish notice as instructed by the Board, and no further proceedings are initiated by the applicant for six months or more after last contact with the Board, the application shall be deemed withdrawn. The Board shall provide notice to the applicant that the application has been deemed withdrawn.