

# 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: <https://oklahoma.gov/owrb.html>  
 (See website for FAQs)

<b><u>FILING FEE</u></b>	
<i>Application review will not begin until the proper filing fee is received. Double the filing fee if water is used before application approval. If the requested amount of water is fractional, round up to the next whole number for the purposes of determining the filing fee.</i>	
<b><u>Not Adding Water</u></b>	<b><u>Filing Fee**</u></b>
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:	
<b><u>Adding Water</u></b>	<b><u>Filing Fee**</u></b>
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 for the purpose of enhanced recovery of oil and gas shall have a flat filing fee of \$4,500.00.	

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

**1. NAME & CONTACT INFORMATION** *Print the applicant's name to exactly match what is listed on the ownership document. Consultants and legal counsel should provide a cover letter with contact information and state if they will remain the contact after permit approval.*

Applicant Name \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Mailing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Email \_\_\_\_\_ Fax (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Contact Name  
(if different than applicant) \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Mailing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Email \_\_\_\_\_ Fax (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

**How should correspondence be sent during application review? Check all that apply:**     Postal Mail     Email     Fax

**2. TYPE OF AMENDMENT** *Write the permit number and check each type of change to be made to the permit. The amount of water cannot be increased and dedicated land cannot be added to a prior right. If land ownership has changed since the permit was originally approved, then a Petition to Transfer Ownership will be required before an amendment can proceed. Forms are found on the OWRB's website.*

Groundwater Permit or Prior Right # \_\_\_\_\_

**Identify the parts of the permit to be changed:**

- Water (complete Sections 3, 8, 9, and 10)
- Purposes (complete Sections 3, 8, 9, and 10)
- Dedicated Land (complete Sections 4, 5, 7, 8, 9, and 10)
- Wells (complete Sections 6, 7, 8, 9, and 10)
- Area of Use (complete Sections 7, 9, and 10)

<b><u>OFFICE USE ONLY</u></b>	
<b><u>SIC Codes</u></b>	

**3. QUANTITY OF WATER & PURPOSE** *Fill out only those parts that apply. Specify the amount of water and purposes that will be changing. Choose purposes (i.e. beneficial use), from the following list: Irrigation, Agriculture, Mining, Public Water Supply, Commercial, Industrial, Power Generation, Recreation Fish & Wildlife, and Other. A description can be helpful and may be required to complete application review. Conversion factor: one acre-foot of water will cover one acre of land one foot deep and is equal to 325,851 gallons.*

Groundwater:  Add  Remove \_\_\_\_\_ acre-feet per year. Water used in \_\_\_\_\_ county.

Purpose:  Add  Remove \_\_\_\_\_  
 (e.g. Agriculture – Poultry Houses or Greenhouse; Mining – Oil & Gas or Rock Quarry)

Assign a quantity of water to each purpose?  Yes  No \_\_\_\_\_  
 (e.g. 100 acre-feet to irrigation and 100 acre-feet to oil & gas)

Have you already used the water for which you are applying?  Yes  No *If yes, double the filing fee will be required.*

Will water be sold?  Yes  No If yes, list the purchaser: \_\_\_\_\_  
 (not required for public water suppliers)

Will animals be raised?  Yes  No If yes, list: \_\_\_\_\_  
 (not required for domestic use of stock water)

Will crops be grown?  Yes  No If yes, approximate area of watered crops: \_\_\_\_\_ and;  
 (use units of acres for fields or square feet for indoor)

List of crops: \_\_\_\_\_

**4. DEDICATED LAND** *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 the attached plat map.*

\_\_\_\_\_ total acres owned; \_\_\_\_\_ total acres leased; \_\_\_\_\_ total acres platted (**municipal only**)

_____ acres in _____ 1/4 of _____ 1/4 of _____ 1/4 of Section _____ Twp. _____	<input type="radio"/> N <input type="radio"/> S Rng. _____	<input type="radio"/> EIM <input type="radio"/> WIM in _____ <input type="radio"/> ECM	County
_____ acres in _____ 1/4 of _____ 1/4 of _____ 1/4 of Section _____ Twp. _____	<input type="radio"/> N <input type="radio"/> S Rng. _____	<input type="radio"/> EIM <input type="radio"/> WIM in _____ <input type="radio"/> ECM	County
_____ acres in _____ 1/4 of _____ 1/4 of _____ 1/4 of Section _____ Twp. _____	<input type="radio"/> N <input type="radio"/> S Rng. _____	<input type="radio"/> EIM <input type="radio"/> WIM in _____ <input type="radio"/> ECM	County
_____ acres in _____ 1/4 of _____ 1/4 of _____ 1/4 of Section _____ Twp. _____	<input type="radio"/> N <input type="radio"/> S Rng. _____	<input type="radio"/> EIM <input type="radio"/> WIM in _____ <input type="radio"/> ECM	County
_____ acres in _____ 1/4 of _____ 1/4 of _____ 1/4 of Section _____ Twp. _____	<input type="radio"/> N <input type="radio"/> S Rng. _____	<input type="radio"/> EIM <input type="radio"/> WIM in _____ <input type="radio"/> ECM	County

**5. MUNICIPALITIES** *Only municipalities are required to complete this section. All other applicants can skip this section. Answer the questions and provide copies of the requested maps.*

Will platted land be dedicated within the municipal boundary?  Yes  No

If yes, will the municipality make water available to those platted lands?  Yes  No

*If yes, provide attached map(s) that show the following: service area, water lines, and platted lands.*

**6. WELL INFORMATION** List the number and legal description for all wells (either existing or proposed) to be added or deleted from the permit. Existing wells require a ten acre tract legal description. Depth and pumping rate are required for all existing wells and a range of values (e.g. 400 – 500 feet) can be provided for multiple existing wells. Estimated depth and pumping rate may be required for proposed wells in areas with multiple groundwater basins. Provide an answer to the well spacing exception question. 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. All wells must be drawn on the application plat map.

Wells to be added:

_____ wells in _____ 1/4 of _____ 1/4 of _____ 1/4 of Section _____ Twp. _____	<input type="radio"/> N	<input type="radio"/> EIM	
	<input type="radio"/> S Rng. _____	<input type="radio"/> WIM in _____	Existing <input type="radio"/> Yes
		<input type="radio"/> ECM	County Well? <input type="radio"/> No
_____ wells in _____ 1/4 of _____ 1/4 of _____ 1/4 of Section _____ Twp. _____	<input type="radio"/> N	<input type="radio"/> EIM	
	<input type="radio"/> S Rng. _____	<input type="radio"/> WIM in _____	Existing <input type="radio"/> Yes
		<input type="radio"/> ECM	County Well? <input type="radio"/> No
_____ wells in _____ 1/4 of _____ 1/4 of _____ 1/4 of Section _____ Twp. _____	<input type="radio"/> N	<input type="radio"/> EIM	
	<input type="radio"/> S Rng. _____	<input type="radio"/> WIM in _____	Existing <input type="radio"/> Yes
		<input type="radio"/> ECM	County Well? <input type="radio"/> No

Depth: \_\_\_\_\_ feet; Pumping Rate: \_\_\_\_\_ gallons per minute

**Requesting a well spacing exception?**  Yes  No  Unknown *Blank responses will not be accepted. If yes, you may choose to provide an attached explanation to show how compliance with well spacing would be inequitable or unreasonable. Examples can be found in OAC 785:30-3-6(b)(1). A well spacing exception may be required based on application review.*

Wells to be deleted:

_____ wells in _____ 1/4 of _____ 1/4 of _____ 1/4 of Section _____ Twp. _____	<input type="radio"/> N	<input type="radio"/> EIM	
	<input type="radio"/> S Rng. _____	<input type="radio"/> WIM in _____	Existing <input type="radio"/> Yes
		<input type="radio"/> ECM	County Well? <input type="radio"/> No
_____ wells in _____ 1/4 of _____ 1/4 of _____ 1/4 of Section _____ Twp. _____	<input type="radio"/> N	<input type="radio"/> EIM	
	<input type="radio"/> S Rng. _____	<input type="radio"/> WIM in _____	Existing <input type="radio"/> Yes
		<input type="radio"/> ECM	County Well? <input type="radio"/> No

**EXPLANATION IF PUBLIC NOTICE IS REQUIRED -**

**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:**

- Groundwater basin with well spacing restriction** - The applicant has done a diligent search and found no other wells within applicable spacing of the wells to be added 660 feet for alluvium and terrace or 1,320 feet for bedrock).
- Groundwater basin without well spacing restriction** - 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.**

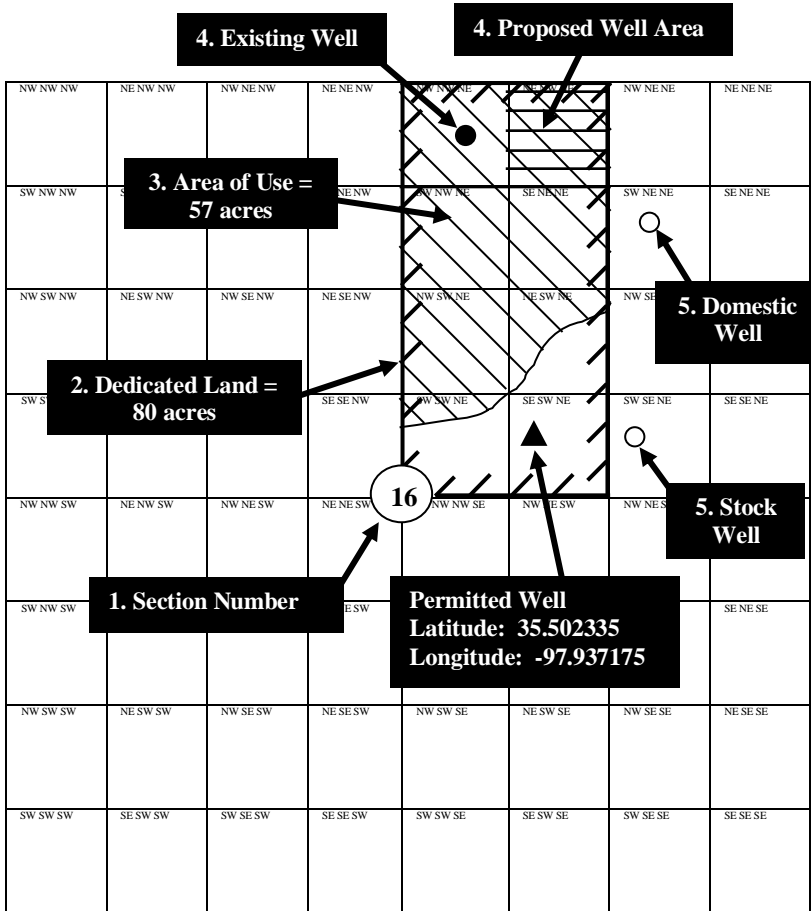
<b><u>OFFICE USE ONLY</u></b>	
Uses: _____	ac. ft. Acres Dedicated: _____
_____	ac. ft. Acres Irrigated: _____
_____	ac. ft. Number of Wells: _____

# INSTRUCTIONS FOR THE NEXT PAGE

## 7. PLAT MAP (Sample)

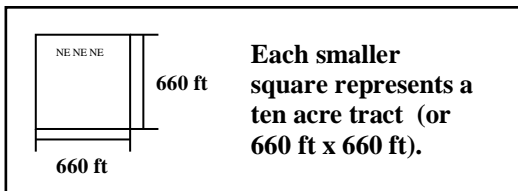
Permit No. \_\_\_\_\_

Follow the instructions on the preceding page unless otherwise directed by the Board. Drawings must match the legal description of dedicated land and wells described in Section 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 16 – Township 10N – Range 10WIM  
Section – Township - Range

Caddo  
County



- 1. Section Number** - Write the section number in the circle in the middle of the plat. The legal description of your property (including section numbers) should be found on your ownership document.
- 2. Dedicated Land** - Draw your dedicated land using a bold line with tick marks around the land boundary.
- 3. Area of Use** - Draw the area you plan to use the water with parallel diagonal lines. The area of use and the dedicated lands are not required to match.
- 4. Existing and Proposed Wells** - Draw a solid dot at the location of each existing well to be permitted. If a well log is not on file, latitude and longitude may be required. If the wells are proposed, draw horizontal lines over the area where you want to drill wells. Show the location of all wells currently authorized to the permit with a solid triangle.
- 5. Other Wells** - Draw a hollow circle for all other existing water wells (e.g. stock, domestic, irrigation, permitted, etc.).

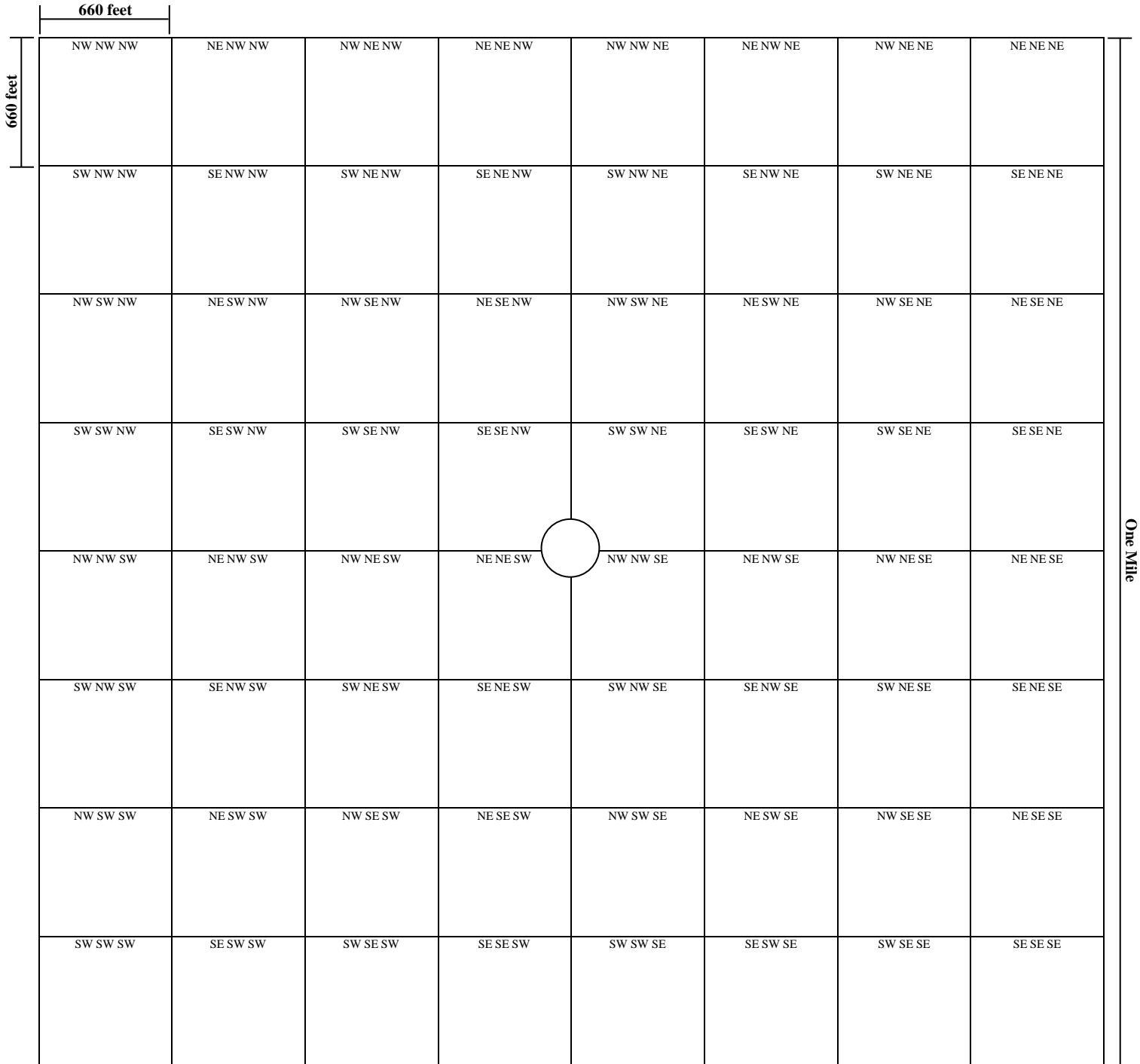


- Existing Wells to Add to the Permit
- ▲ Existing Wells on the Permit
- Existing Wells Owned by Others (i.e. domestic, stock, permitted, etc.)



**7. PLAT MAP** Follow the instructions on the preceding page unless otherwise directed by the Board. Drawings must match the legal description of dedicated land and wells described in Section 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.

Permit No. \_\_\_\_\_



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.)

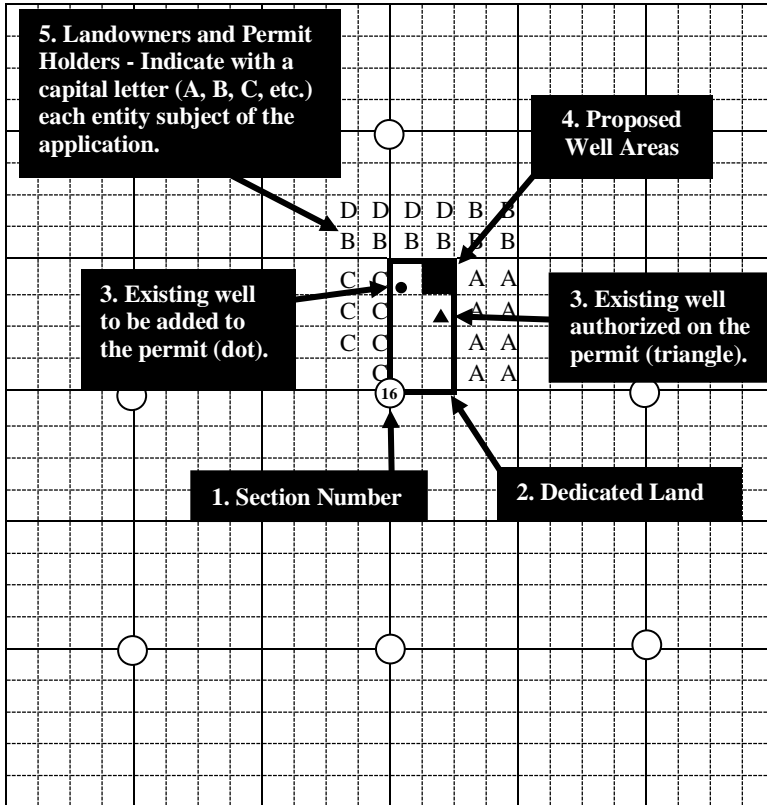


# INSTRUCTIONS FOR THE NEXT PAGE

## 8. SURFACE ESTATE OWNERS MAP (Sample)

Permit No. \_\_\_\_\_

The map below represents nine (9) full sections of land each with a circle at the center.



- 1. Section Number** - Write section numbers in the middle of the circles for each section of dedicated land. The legal description of your property (including section numbers) should be found on your ownership document. Should match the application plat map.
- 2. Dedicated Land** - Draw your dedicated land using a bold line. Should match the application plat map.
- 3. Existing Wells** - Use a solid dot to draw the location of each existing well to be permitted. Show the location of all wells currently authorized to the permit with a solid triangle. Should match the application plat map.
- 4. Proposed Wells** - Shade in the area where you want to drill wells. Should match the application plat map.

- 5. Landowners & Permit Holders -**
- **If requesting additional wells:** The applicant must furnish names and mailing addresses of all surface estate owners of lands and holders of existing and pending permits to use groundwater located within 1,320 feet (1/4 mile) from the location of the existing wells and from the outside boundaries of the ten acre tracts of all proposed well locations to be added.
  - **If requesting additional water, changing purposes, or dedicated land:** The applicant must furnish names and mailing addresses of all surface estate owners of lands and holders of existing and pending permits to use groundwater located within 1,320 feet (1/4 mile) from the location of the existing wells and from the outside boundaries of the ten acre tracts of all proposed well locations already authorized by the permit.

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. _____	_____

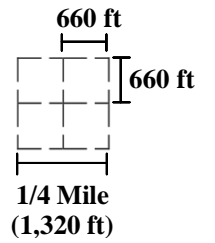
*Attach a separate sheet if more space is needed.*

**8. SURFACE ESTATE OWNERS MAP** Follow the instructions on the preceding page unless otherwise directed by the Board. More than one surface estate owners map may be required.

Permit No. \_\_\_\_\_



**Plat Scale**



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

One Mile

**Name**

**Address**

- A. \_\_\_\_\_
- B. \_\_\_\_\_
- C. \_\_\_\_\_
- D. \_\_\_\_\_
- E. \_\_\_\_\_
- F. \_\_\_\_\_
- G. \_\_\_\_\_
- H. \_\_\_\_\_
- I. \_\_\_\_\_

Attach a separate sheet if more space is needed.

