

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)

FILING FEE

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.

<u>Not Adding Water</u>	<u>Filing Fee**</u>
Public Notice Not Required.....	\$200.00
Public Notice Required.....	\$400.00

(See Page 3 for an explanation.)

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 for the purpose of enhanced recovery of oil and gas shall have a flat filing fee of \$4,500.00.

OFFICE USE ONLY

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)

OFFICE USE ONLY SIC Codes

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"/> S Rng. _____	<input type="radio"/> EIM <input type="radio"/> WIM in _____ <input type="radio"/> ECM _____ County	Existing <input type="radio"/> Yes 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"/> S Rng. _____	<input type="radio"/> EIM <input type="radio"/> WIM in _____ <input type="radio"/> ECM _____ County	Existing <input type="radio"/> Yes 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"/> S Rng. _____	<input type="radio"/> EIM <input type="radio"/> WIM in _____ <input type="radio"/> ECM _____ County	Existing <input type="radio"/> Yes Well? <input type="radio"/> No

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

Requesting a well spacing exception? ☐ Yes ☐ No Blank responses will not be accepted. If yes, please 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"/> S Rng. _____	<input type="radio"/> EIM <input type="radio"/> WIM in _____ <input type="radio"/> ECM _____ County	Existing <input type="radio"/> Yes 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"/> S Rng. _____	<input type="radio"/> EIM <input type="radio"/> WIM in _____ <input type="radio"/> ECM _____ County	Existing <input type="radio"/> Yes 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 (¼ 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.

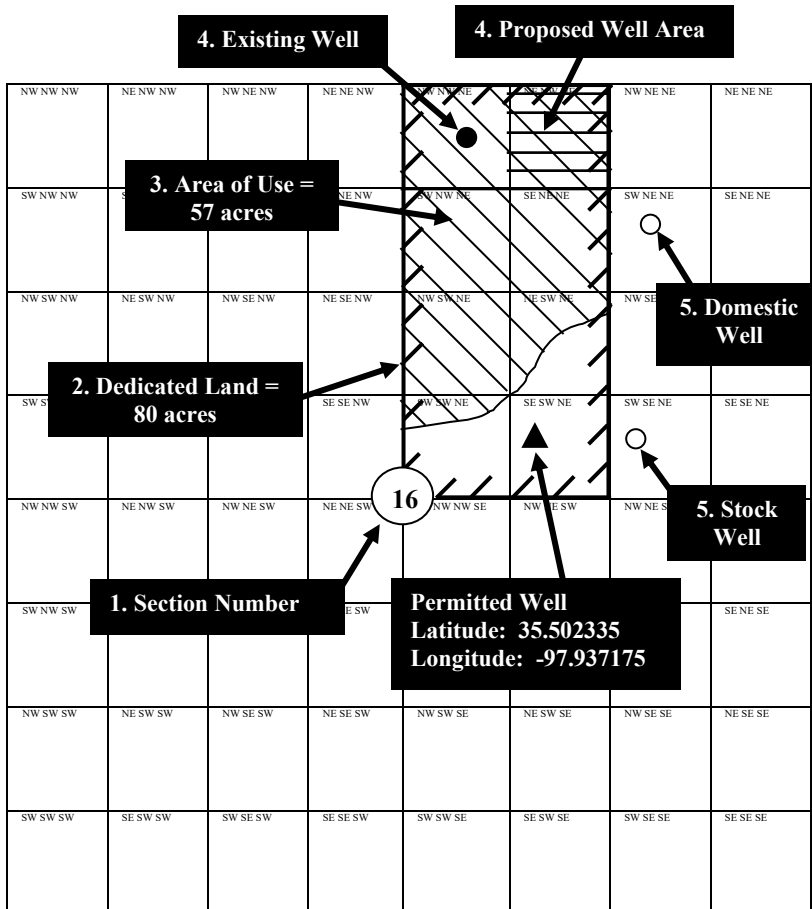
<u>OFFICE USE ONLY</u>	
Uses: _____	ac. ft. Acres Dedicated: _____
_____	ac. ft. Acres Irrigated: _____
_____	ac. ft. Number of Wells: _____

INSTRUCTIONS FOR THE NEXT PAGE

7. PLAT MAP (Sample)

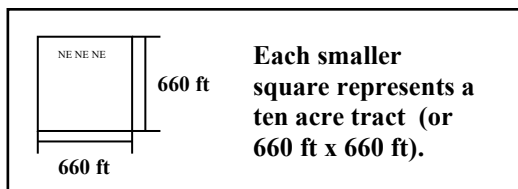
Permit No. _____

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.).

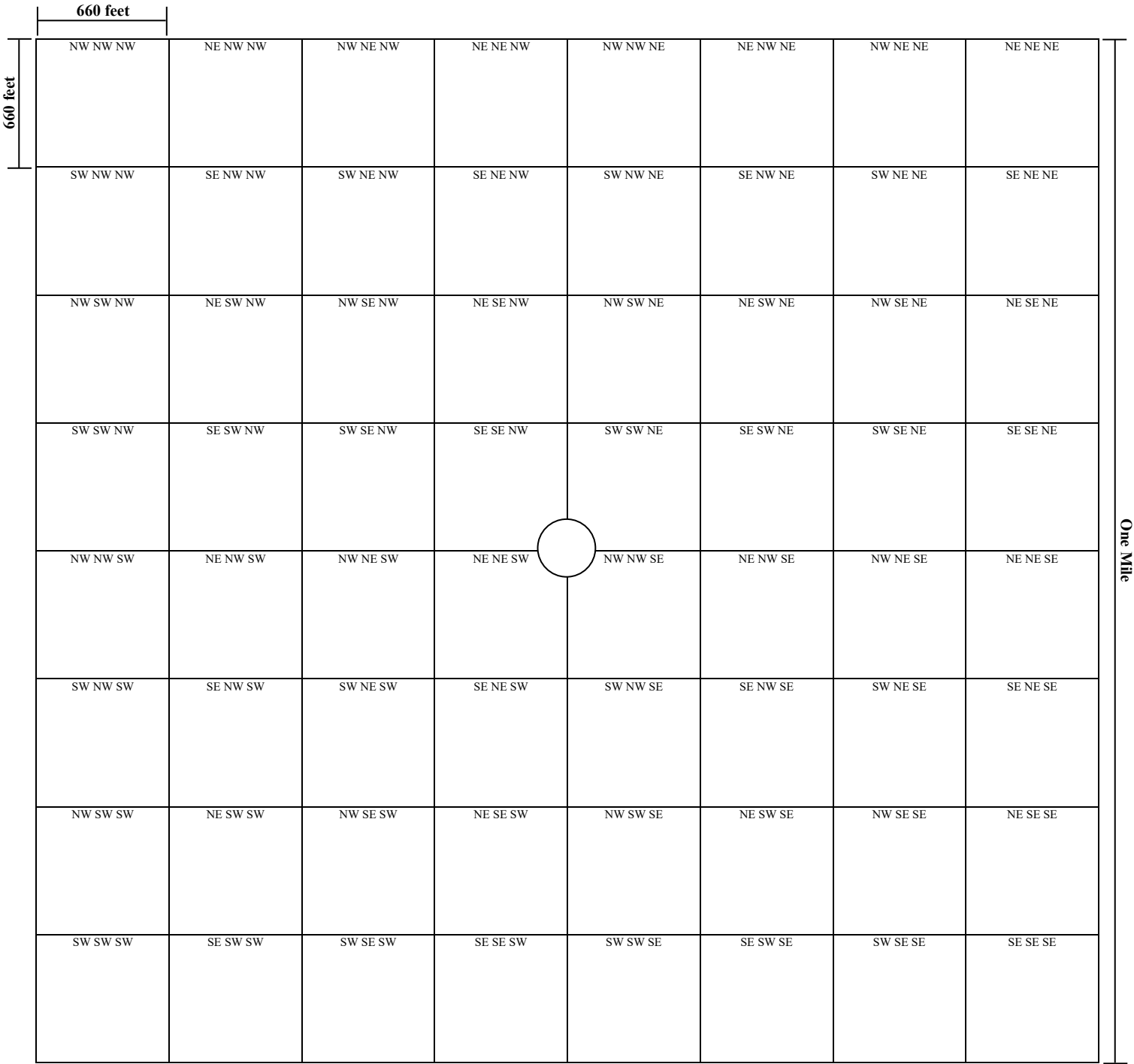


- Existing Wells to Add to the Permit
- ▲ Existing Wells on the Permit
- Existing Wells Owned by Others (i.e. domestic, stock, permitted, etc.)



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

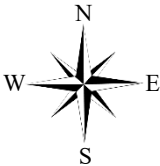


Area of Use



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.)

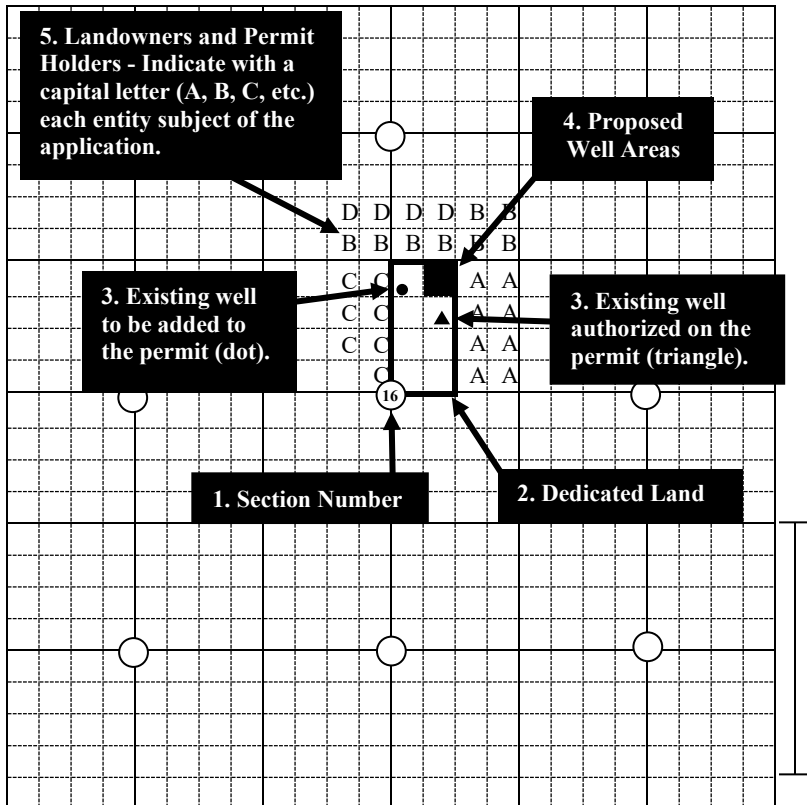


INSTRUCTIONS FOR THE NEXT PAGE

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.

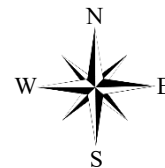
5. Landowners & Permit Holders -

- 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.

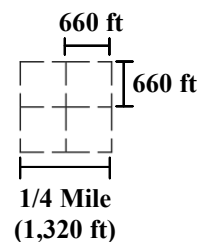
Name	Address
A. John and Sophie Hoover	16200 N Park Hill Road, Tahlequah, OK 73000
B. Manuela Jones Revocable Living Trust	PO Box 40, Sayre, OK 75000
C. Metric Grains Incorporated	PO Box 185, Boise City, OK 76000
D. Commissioner of Land Office	204 N Robinson Ave, Suite 900, Oklahoma City, OK 73102
E.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

Attach a separate sheet if more space is needed.

Permit No. _____

A 3x3 grid of circles. Each circle is centered on a grid intersection. The grid is composed of solid lines for the main divisions and dashed lines for the smaller subdivisions. The circles are arranged in three rows and three columns, with one circle at each intersection of the main grid lines.

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.

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.

SIGNATURE OF APPLICANT

PRINTED NAME

TITLE (e.g. owner, manager, trustee, legal counsel, etc.)

OKLAHOMA BAR ASSOCIATION NUMBER
(IF APPLICABLE)

NOTARY

STATE OF _____)
) ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before

me this _____ day of _____, 20 _____.

Notary Public Signature

My commission expires: _____

(SEAL)

10. SUBMISSION AND PROCESSING

The submitted application packet must include the following:

a. Original completed application (Typed or printed in ink, with legible markings, signed and notarized.);

b. Filing fee payment (Review of the application will not begin until the filing fee is received. Filing fees are refunded at the discretion of the OWRB. Preferred payment method is a check payable to the OWRB. Other payment methods include cash, money order, or credit card via the OWRB Website Pay Portal – please provide a copy of the Pay Portal receipt. If water is used before application approval, double the filing fee will be required.);

c. Ownership documents (Copies of deeds, groundwater leases, easements, and/or other letters of consent for all the land owned/controlled by the applicant associated with the application. Tax documents are not accepted. Social security numbers are not required and should be marked out on documents that contain them.)

d. Any other documentation requested by OWRB staff as necessary (Articles of organization or incorporation, memorandum of trust, license or registration from OMMA or ODAFF, contract for water sales, etc.).

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.