APPLICATION INSTRUCTIONS FOR WATER PERMIT
FOR NONIRRIGATION USES

If you need assistance with your application, please contact Eric Gronlund at (605) 773-3352 or by email at eric.gronlund@state.sd.us or stop by our office in the lower level of the Foss Building, 523 E Capitol, Pierre SD. We are here to help! Additional information is available on the Water Rights Program website at http://denr.sd.gov/wr.

A completed application for a water permit must include the following information.

1. **FORM 2.** Application for uses other than irrigation.

2. **MAP.** The map should be no smaller than 8”x11” and show:
   a) The location of the diversion point (place where water is to be taken from) marked with an "X".
   b) A government section corner or quarter corner including a reference to section, township and range.

   If needed, the chief engineer may request completion of a more detailed map in order to fully and clearly outline the content of the application.

3. **FORM 2A.** One completed copy of Form 2A must be submitted with Form 2 if the diversion is from a well, dugout or storage dam.

   If the diversion is from a well, a well log or driller’s test log completed by a South Dakota licensed well driller needs to accompany the application unless it is either not practical to drill a test hole or there is existing geologic information available as determined by the chief engineer.

   If diversion is for a suburban housing development, trailer park, campground or any commercial use, complete the applicable portions of Form 2A regarding the wastewater disposal system.

   Also, provide any supplemental plans or drawings for any storage reservoir. If the storage reservoir is 25 feet or more in height or impounds 50 acre-feet or more at the top of the dam, then the structure will need to comply with safety of dams requirements. Safety of dams requirements do not apply to structures if the height does not exceed 6 feet or if the storage capacity at the top of the dam does not exceed 15 acre-feet.

4. **FEE.** According to South Dakota Statutes, the following filing fees are to be submitted with each application:

   Amount of water claimed (cfs or gpm) should be the actual pump capacity -- NOT an average pump rate.

   *First 120 acre feet per year (75 gallons per minute) or portion thereof: $500.00
   Second 120 acre feet per year (75 gallons per minute) or portion thereof: $250.00
   Each additional 120 acre feet per year (75 gallons per minute) or portion thereof: $100.00

   (120 acre feet per year = 75 gpm continuous use)

   Fee for final inspection/licensing of an approved application: $200.00

   (If your application is approved, a licensing inspection will be completed following development of your water use project. Issuance of a water license is the final step in obtaining a water right in South Dakota.)

   **Example:** Filing fee for 90 gpm would be $750.00 plus the $200.00 inspection/licensing fee for a total of $950.00.

   *The fee to appropriate 0.10 cfs (45 gpm) or less is $100.00 plus a $200.00 inspection/licensing fee. If filing an application to change a diversion point location or to add a diversion point to an existing permit, please contact the Water Rights Program prior to submitting any application fee.

   The filing fee for a future use permit application equals 10% of the comparable fee calculated by using the above fee structure excluding the $200.00 inspection/licensing fee. If after the seven year review the permit is allowed to remain in effect, another 10% filing fee is required. When an application for part or all of the reserved water under a future use is received, the applicable fees must be paid.

   **The forms, map, fee and any other information for filing a permit application should be submitted to:**
   PMB 2020 Department of Environment and Natural Resources, Water Rights Program, 523 East Capitol Ave, Pierre, SD 57501-3182

5. **PUBLICATION.** Notice of an application must be published once in a daily newspaper and, in some cases, a weekly newspaper depending on the location of the proposed project. The publication notice will be sent to you and the newspaper(s) by the Water Rights Program. You will be responsible for contacting the newspaper(s) to authorize publication of the notice and to arrange for payment.
Application For Permit To Appropriate Water Within The State Of South Dakota

Check use(s) of water:
- Municipal
- Suburban Housing
- Domestic (over 18 gpm)
- Rural Water System
- Commercial
- Industrial
- Recreational
- Fish & Wildlife
- Other
- Geothermal Heat

Type of Application:
- New
- Future Use Reservation
- Place to Beneficial Use Water Reserved by Future Use Permit No. ___________
- Amendment/Correction to Permit No. ___________

Description of amendment/correction: (i.e. change diversion point(s), add diversion point(s), change use, etc.)

1. Name to Appear on Water Permit
   (check one) Owner Tenant/lessee Owner's Legal Agent ________________________
   (name and complete address if different than above name)
   Mailing Address ____________________________________________________________
   Home Phone ___________________ Cell ___________________ Email ___________________

2. Amount of water claimed
   *CFS or **GPM ***AF
   (*Cubic Feet per Second) (**Gallons per Minute) (**Acre Feet - storage capacity of dam/dugout or annual use if applicable)

3. Source of water supply

4. Location of point of diversion
   (example - 3 wells in SW1/4 NE1/4 section 12-T104N-R53W)
   County ___________________________
   If not a public water supply (e.g. municipal), will water be used outside of the area described above? Yes No
   If "Yes," where will water be used?
   (example - NW1/4 section 12-T104N-R53W)

5. County or counties where water will be used

6. Annual period during which water is to be used

7. Give a description of the project. When available include any preliminary engineering report or other reports or information that will help explain the project. (Attach sheet if more space is needed)

I, ________________________, the applicant, certify that I have read this application, have examined the attached map, and that the matters stated are true.

2012-09 Attachments: Attach Form 2A if diversion is from a well or dugout, or if storage of water is proposed. Also, attach map and any other technical information. (see instructions)
1. **Well Information**  
   (check one or both as applicable) □ Drilling new well(s) □ Using existing well(s)  
   a) If new wells, how many ___ Have test holes been drilled □ Yes □ No Drilled by ________________________________  
      (if yes, please provide copies of logs)  
   b) If existing wells, how many ___ Provide copy of log(s), if available. Drilled by ________________________________  
   c) Well Depth _______ Depth to Top of Water Bearing Material _______ Depth to Water from Surface _______  
   d) Distance to nearest existing domestic well:  
      On applicant's property ____________________  
      On property owned by others ____________________  

2. **Wastewater Disposal System Information**  
   a) Type of System (i.e. septic tank, drain field) ________________________________  
   b) System Capacity (gallons) ________________ Year Constructed ________________________________  
   c) Connected to the City of __________________ Sanitary System  

3. **Dugout Information**  
   a) Surface Dimensions ________________________________ Depth ________________  
   b) Depth to water (ground surface to water level) ________________________________  

4. **Water Storage Dams**  
   If the proposed water use system contains one or more storage dams, please furnish the information requested below for each dam. The locations of the dams need to be shown on the map submitted with the application.  
   a) If a private engineering firm or government agency was involved in the design of this dam, please give their name and address:  
      b) Freeboard ________________________________  
      c) Crest Width ________________________________  
      Crest Length ________________________________  
      d) Height ________________________________  
      e) Primary Outlet Capacity ________________________________  
         If pipe, diameter ________________________________  
      f) Secondary Spillway Capacity ________________________________  
         Spillway Width ________________________________  
      g) X & Y Slope (e.g. 3 to 1 is a typical slope)  
         Upstream ________________________________  
         Downstream ________________________________  
      h) Surface Area of Impoundment ________________________________  
      i) Storage _______ Acre Feet  
      j) Drainage Area Above Dam _______ Acres