

## 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](mailto: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 water distribution system, 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:**  
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.

**FORM 2: Application for uses other than irrigation**  
(type or print)

Mail to:  DENR - Water Rights 523 E Capitol Ave Pierre, SD 57501-3182  ph. (605) 773-3352	(office use only )
	No. _____ Hydrologic Unit _____
	Basin _____
	Newspaper _____

**Application For Permit To Appropriate Water Within The State Of South Dakota**

**Check use(s) of water:**

<input type="checkbox"/> Municipal	<input type="checkbox"/> Water Distribution System	<input type="checkbox"/> Recreational	<input type="checkbox"/> Institutional
<input type="checkbox"/> Rural Water System	<input type="checkbox"/> Commercial	<input type="checkbox"/> Fish & Wildlife	<input type="checkbox"/> Geothermal
<input type="checkbox"/> Domestic (over 18 gpm)	<input type="checkbox"/> Industrial	<input type="checkbox"/> Other _____	

**Type of Application:** (check one)

**New**     
  **Vested Right** (Use predates Mar 2, 1955)     
  **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 \_\_\_\_\_

Mailing Address \_\_\_\_\_

(Address) (City) (State) (Zip Code)

Phone \_\_\_\_\_ Mobile \_\_\_\_\_ Email \_\_\_\_\_

2. Amount of water claimed \_\_\_\_\_ \*CFS or \_\_\_\_\_ \*\*GPM and \_\_\_\_\_ \*\*\*AF or \_\_\_\_\_ Gallons

Flow rate and volume are both required. (\*Cubic Feet per Second) (\*\*Gallons per Minute) (\*\*\*)Acre Feet - storage capacity of dam/dugout or annual use

3. Source of water supply \_\_\_\_\_

4. Location of point of diversion \_\_\_\_\_ County \_\_\_\_\_

(example - 3 wells in SW1/4 NE1/4 section 12-T104N-R53W)

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 under \_\_\_\_\_, the applicant, certify under \_\_\_\_\_

Name of Person Title (if applicable)

penalty of perjury that I have read this application, examined the attached map, and that the matters stated are true. I further certify, if acting on behalf of an entity or individual other than myself, that I am authorized to submit this application.

# Supplemental Information

(type or print)

**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 \_\_\_\_\_

For either Existing or Proposed Wells:

c) Well Depth (**required**) \_\_\_\_ Depth to Top of Water Bearing Material \_\_\_\_ Depth to Water from Surface \_\_\_\_

d) Distance to nearest domestic well on applicant's property \_\_\_\_\_ 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

