

The background features a vertical gradient from light purple at the top to a darker blue at the bottom. Scattered throughout are numerous water droplets of various sizes, some with soft shadows, giving a sense of freshness and movement.

WATER TRUST FUND

REQUIREMENTS OF THE OFFICE OF THE STATE ENGINEER (OSE)

PRESENTED BY OSE FOR THE WATER RIGHTS DIVISION,

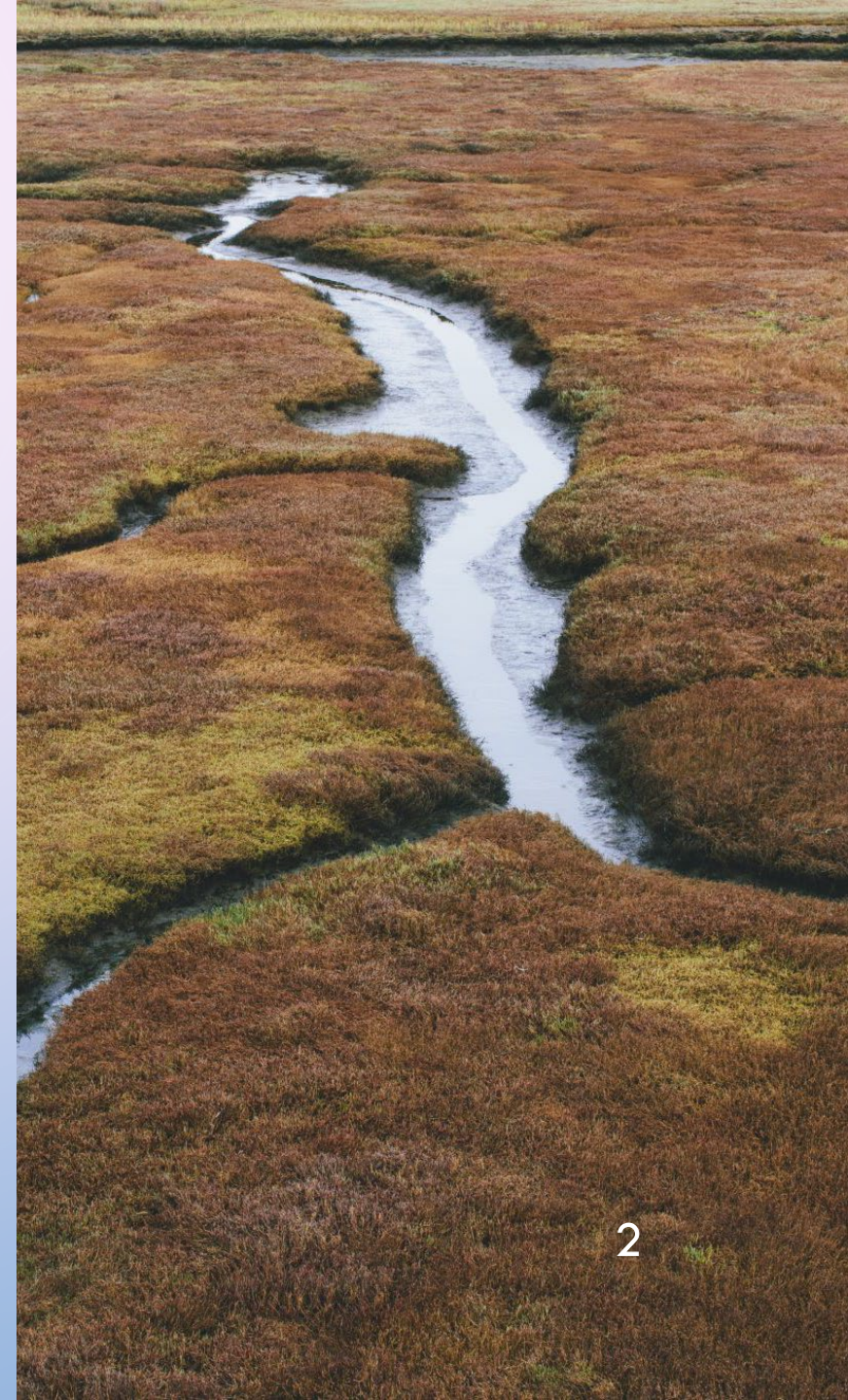
WATER USE AND CONSERVATION BUREAU, AND

DAM SAFETY BUREAU



ELIGIBLE PROJECT TYPES

- Water conservation or recycling, treatment, or water reuse projects
- Flood prevention projects
- Endangered Species Act (ESA) collaborative projects
- Water storage, conveyance, or delivery projects
- Watershed restoration and management projects



COMPLIANCE VERIFICATION

- Compliance verification by the OSE and NMED are part of the Water Trust Board application process for most projects.
 - OSE Water Rights Division (WRD) verifies that the applicant is compliant with current water right permits and will issue needed permits.
 - OSE Dam Safety Bureau (DSB) reviews applications that involve jurisdictional dams.
 - OSE Water Use and Conservation Bureau (WUCB) reviews water conservation plans for covered entities.

MAKE APPLICATION WITH NMFA FIRST

- By Sept 15th submit your application to NMFA then submit Addendum A & B to OSE district offices.
- We will then perform a compliance verification of the files.
- We also alert water use and conservation bureau that a request for review was received.
- Districts respond back to applicant and to me to compile a response to NMFA at the end of the timeframe.



**ADDENDUM A
REQUEST FOR OSE VERIFICATION MEMO FORMAT**

DATE:

TO:

OFFICE OF THE STATE ENGINEER

CONTACT NAME AND INFO:

WTB APPLICANT:

WATER TRUST BOARD CYCLE/YEAR

NM FINANCE AUTHORITY FILE#:

OSE FILE NUMBER:

RE: VERIFICATION OF WATER RIGHT AND PERMIT COMPLIANCE WITH OSE

The above organization has submitted an application for public funding for a proposed project that requires verification that this organization is in compliance with all OSE statutes and regulations. Please review the information provided below and return a completed verification form to the address above. This form includes the name and contact information in the event additional information is needed.

LOCATION OF POINT OF DIVERSION, INCLUDING COUNTY:

ANNUAL DIVERSION TOTALS FOR THE PAST THREE YEARS:

IS THIS ENTITY COVERED UNDER NMSA 72-14-3.2 (THOSE DISTRIBUTING 500 ACRE-FEET OR GREATER)?

- YES, THIS ENTITY IS A COVERED ENTITY AND A WATER CONSERVATION PLAN IS REQUIRED.
 NO, THIS ENTITY IS NOT A COVERED ENTITY AND A WATER CONSERVATION PLAN IS NOT REQUIRED.

DOES THIS PROJECT INCLUDE THE DESIGN, CONSTRUCTION OR REPAIR OF AN IMPOUNDMENT OF WATER (including those for flood control purposes)?

- YES
 NO

PROJECT DESCRIPTION: (REQUIRED)

LIST OF DOCUMENTS PROVIDED TO OSE:

PROJECTS THAT REQUIRE COMPLIANCE VERIFICATION

WATER STORAGE

- Tanks
- Reservoirs
- Aquifer Storage
- Dams

Verification from WRD, WUCB, and DSB may be required.

WATER DISTRIBUTION

- Water lines
- Lift stations
- Pump stations
- Pressure tanks

Verification from WRD and WUCB may be required.

OTHER PROJECTS THAT MAY REQUIRE COMPLIANCE VERIFICATION

FLOOD PREVENTION

- **WRD-A** permit will be required if the dam does not drain within 96 hours.
- **DSB-A** permit may be required if a jurisdictional dam (dam height is = or > 25 ft and impoundment of 15 ac-ft or more; or height is = or > 6 ft and impoundment of 50 ac-ft or more)
- **WUCB-No**

WATER CONSERVATION OR TREATMENT, RECYCLING, OR REUSE

- **WRD-Yes**
- **DSB-No**
- **WUCB-Yes**, if covered entity

WATERSHED RESTORATION AND MANAGEMENT

- **WRD-A** permit will be required if the dam does not drain within 96 hours.
- **DSB-A** permit may be required if a jurisdictional dam.

PROJECTS NOT REQUIRING A COMPLIANCE VERIFICATION

WATERSHED RESTORATION

- No diversion of water
- Any impoundment retains water for less than 96 hours

ENDANGERED SPECIES ACT

- No diversion of water
- Any impoundment retains water for less than 96 hours

WATER RIGHTS COMPLIANCE VERIFICATION

- WRD will verify the following:
 - Water rights ownership information is correct.
 - All conditions in permits currently held by the applicant are met.
 - Proof of completion of works
 - Well logs
 - Proof of beneficial use
 - Extensions of time
 - Service area maps
 - Meter information
 - Any other information that is required to be submitted by the permit
- All submitted meter readings must be up-to-date.

WHEN IS A WATER RIGHT PERMIT REQUIRED?

- Any new water use (appropriation) or change in an existing water use requires a permit from the OSE. Examples include the following:
 - New appropriation
 - Change location and/or purpose of use of existing water right
 - Replacement well
 - Repair/deepen well
 - Change location of well
 - Supplemental well
 - Exploratory well

WHEN DO YOU NEED A DAM SAFETY PERMIT?

- Build or construct a jurisdictional dam
- Repair or alter a jurisdictional dam
- Impounding water under a flood control project that will hold water more than 96 hours

DAM SAFETY: EROSION AND FLOOD CONTROL IMPOUNDMENTS

- These structures do not require an appropriation, but you are required to submit a **Notice of Intention to Construct an Erosion or Flood Control Impoundment** with the OSE.



NOTICE OF INTENT TO CONSTRUCT A FLOOD/EROSION CONTROL STRUCTURE



Submit this completed form if you are planning to construct a flood or erosion control structure. The State Engineer will review the form and notify you if a permit is required for the dam or for the storage of water. A permit to appropriate water is required to store water in excess of 96 hours unless the State Engineer has issued a waiver. Attach a copy of plans or structure drawings.

I. CONTACT INFORMATION:

Applicant Name: _____
Contact Name/Title: _____ Phone Number: _____
Mailing Address: _____ Email Address: _____
City: _____ State: _____ Zip Code: _____

II. GENERAL INFORMATION:

Name of Project: _____
Is the structure temporary in nature? _____ If so, start/end dates here : _____
Contractor's Name: _____
Provide a general description of the proposed project: _____
Describe where the project will be located: _____
Latitude/Longitude (ddmms): _____
Will this proposal impound water from a perennial stream? _____ If so, name of stream: _____

III. STRUCTURE DESCRIPTION:

Check if attaching request for water right waiver:

At maximum storage capacity, the structure will drain within: _____ hours (or _____ days)
Maximum height of dam (ft): _____ Length of dam(ft): _____
Maximum storage capacity of impoundment (acre-feet): _____
Approximate surface area of impoundment at spillway elevation (acres): _____
Describe the spillway principle, emergency spillway or other outlet works for the dam:

IV. SIGNATURE:

I, _____ say that I have read the foregoing statement and that it is true to the best of my knowledge and belief.

Signature

WATER CONSERVATION PLAN COVERED ENTITIES

- Municipalities, counties, or any other person that supplies, distributes, or otherwise provides at least **500 acre-feet of water** annually for domestic, commercial, industrial or government customers for other than agricultural purposes, but does not include Indian tribes, pueblos, nations, chapters or any entity of a tribe, pueblo, nation, or chapter.
- Covered entities applying for funding for projects related to water storage, distribution, and conservation **must** submit (or have on file) the following to the WUCB:
 - Water conservation plan
 - OSE GPCD Calculator for the previous year
 - AWWA Audit for the previous year

WATER CONSERVATION PLAN REQUIREMENTS

- Adhere to §72-14-3.2 NMSA
- Contain a section that references the ISC regional water plans
- Expected to be prepared in accordance with OSE Technical Report 53
- OSE GPCD Calculator
- AWWA Audit

GPCD CALCULATOR AND AWWA AUDIT

- OSE GPCD Calculator
 - Assesses system water use on a per capita basis
 - Results can be used to target customer water conservation programs
- AWWA Audit
 - Tracks supply-side water use
 - Assesses system performance
 - Calculates non-revenue water volumes
 - Results can be used to design supply-side conservation measures/projects

OSE CONTACTS

- General Inquiries
 - Jerri Pohl (jerri.pohl@ose.nm.gov)
- Dam Safety
 - Sushil Chaudhary (sushil.chaudhary@ose.nm.gov)
 - Bud Brock (bud.brock@ose.nm.gov)
- Water Use and Conservation
 - Matt Nelson (matthew.nelson@ose.nm.gov)
 - Julie Valdez (julie.valdez@ose.nm.gov)