



Welcome to Part 1 of a two-part water use compliance educational curriculum prepared by Salmonid Restoration Federation. This curriculum is also available as a video webinar series on our website at www.calsalmon.org.

This curriculum is designed to provide a step-by-step walkthrough of how to fill out the Initial Statement of Diversion and Use, as required by the State Water Resources Control Board.

On each page, space is provided for you to take notes and write down specific questions as you go through the process of filling out your Initial Statement of Diversion and Use. Your notes can make it easier for you to get your remaining questions answered.

After reviewing this curriculum and filling out as much of the Initial Statement of Diversion and Use as you can, Salmonid Restoration Federation staff are available to assist you if you have any additional questions or concerns.

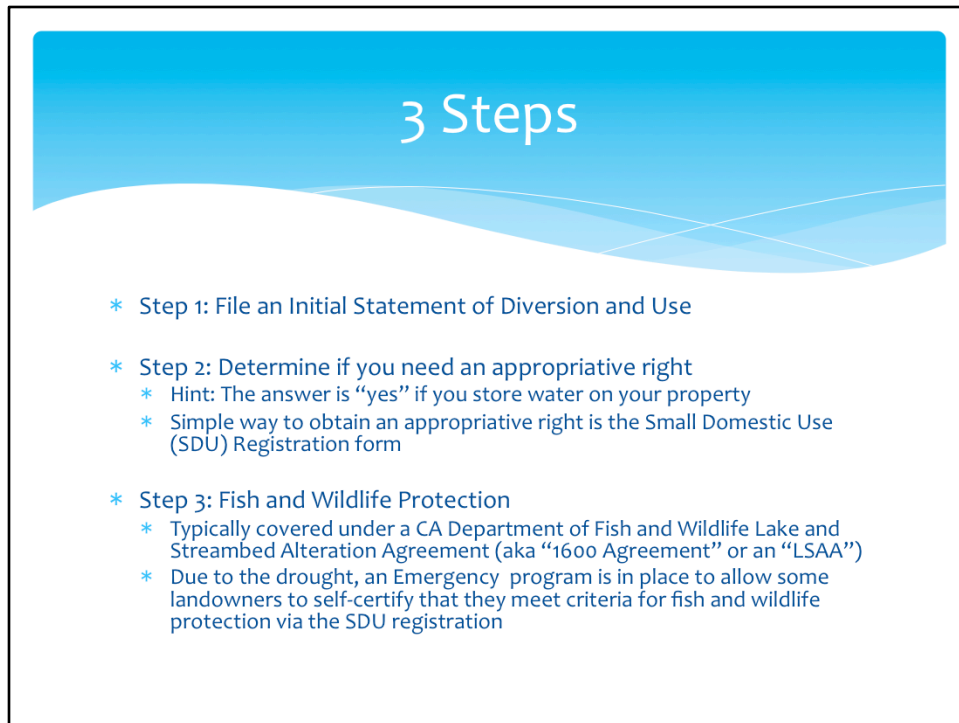
Benefits

- * There are several benefits to making sure your water use complies with California water law:
 - * Increased water security for your property
 - * Authorization to store winter water for summer use
 - * Helps the state to quantify the amount of available water in watersheds
 - * Reduced likelihood of an enforcement action taking place on your property

Additionally, when you come into compliance it helps to provide the state with justification for keeping water local rather than diverting it to other areas.

Write down any questions or notes in the space provided:

Generally speaking, there are three steps to ensuring that your water use is in compliance with California water law.



3 Steps

- * Step 1: File an Initial Statement of Diversion and Use
- * Step 2: Determine if you need an appropriative right
 - * Hint: The answer is “yes” if you store water on your property
 - * Simple way to obtain an appropriative right is the Small Domestic Use (SDU) Registration form
- * Step 3: Fish and Wildlife Protection
 - * Typically covered under a CA Department of Fish and Wildlife Lake and Streambed Alteration Agreement (aka “1600 Agreement” or an “LSAA”)
 - * Due to the drought, an Emergency program is in place to allow some landowners to self-certify that they meet criteria for fish and wildlife protection via the SDU registration

Write down any questions or notes in the space provided:

What does this video cover?

- * This video provides a step-by-step overview on how to fill out an Initial Statement of Diversion and Use
- * Completing this form is the first step in coming into compliance with state water law
- * The form can be found on the State Water Board Website : http://www.waterboards.ca.gov/waterrights/water_issues/programs/diversion_use/ (under Statement Program Forms at the bottom of the page)

Write down any questions or notes in the space provided:

Initial Statement Overview

- * As a landowner, you have a right to reasonably use surface water on your property. This is called a “riparian water right.” You do not need the approval of the State Water Board to exercise this right.
- * **BUT** state law does require you to **report** your use to the State Water Board.
- * Exceptions:
 - * You are diverting from a “true” spring that does NOT flow off your property
 - * You have an appropriative water right permit, license, or registration from the Water Board
- * Be aware **that even if your water source is a well**, it may be considered surface water, particularly if it is close to a surface stream, under “subterranean stream jurisdiction.”
- * For additional information about these and other exceptions, please review the Information and Instructions for Completing the Initial Statement at the end of the form

Write down any questions or notes in the space provided:

Initial Statement Overview (Cont'd)

- * What an Initial Statement DOES:
 - * Provides an official record of compliance with state law
 - * Requires you be notified if someone upstream applies for the right to divert water
 - * Allows you to protest proposed diversions that impact your supply

- * What an Initial Statement DOESN'T DO:
 - * Establish a water right
 - * Allow winter water storage

(Hollie Hall. 2014. Protect Your Water and Local Rivers – Legalize Your Water Use. <http://tinyurl.com/p2lmanq>)

Write down any questions or notes in the space provided:

Initial Statement Overview (Cont'd)

- * The Initial Statement is free and needs to be renewed every year by July 1
- * Information in the form must be based on the prior year of water use
- * You need to file an Initial Statement for each point of diversion on your property

The 2015 legislature amended the California Water Code to require annual filing of statements of diversion and use. An Initial Statement needs to be renewed annually by July 1.

If you are filling out the form in 2015, your answers will be based on your water use in the year 2014.

Write down any questions or notes in the space provided:

Diverter Name

State Water Resources Control Board
DIVISION OF WATER RIGHTS
INITIAL STATEMENT OF WATER DIVERSION AND USE
A STATEMENT SHALL NOT ESTABLISH OR CONSTITUTE EVIDENCE OF A WATER RIGHT
READ THE ATTACHED INFORMATION AND INSTRUCTION SHEET BEFORE COMPLETING THIS FORM
FURTHER INFORMATION CAN BE FOUND IN WATER CODE, SECTIONS 5100-5107

Page 1 of 3: INITIAL STATEMENT OF WATER DIVERSION AND USE **DIVERTER NAME** _____
SOURCE/TRIBUTARY _____ **DIVERSION WORKS NAME** _____

- * **Diverter Name:** This is the name of the person responsible for the diversion
- * **Source/Tributary:** Write in the name of the body of water that you are diverting from. If you are diverting from an unnamed spring, you can write “Unnamed spring”
- * **Diversion Works Name:** This applies to diversion facilities that are large and have a legal name

At the top of each page of the form, there are a few lines of information that you will need to fill out.

Write down any questions or notes in the space provided:

Diverter Information

A. Diverter Information

Diverter Name(s) _____

Mailing Address _____ City _____ State _____ Zip _____

Phone Number _____ Email Address (if available) _____

Person Filing Statement (if Different From Diverter)

Mailing Address _____ City _____ State _____ Zip _____

Phone Number _____ Email Address (if available) _____

Land Owner Name _____

Mailing Address _____ City _____ State _____ Zip _____

Mail Receiver Diverter Person Filing

In section A, fill out the diverter's information. If you are the person responsible for the diversion, this would be your information. If you are filling out the form for someone else, fill in that person's information for them.

Write down any questions or notes in the space provided:

Type of Claim & Water Course Description

1. Type of Claim

Check the box(s) which describe the type of claim(s) under which you are diverting water.

Riparian
 Pre-1914
 Court Decree
 Pending Appropriative Application
 Pueblo
 Other: _____

2. Water Course Description

Water Course Name at the point of diversion	Water Course is tributary to
Example: Seely Creek	Redwood Creek, South Fork Eel River

Under number 1, you can check the Riparian box if your property has or borders a natural lake or stream. Number 2 is where you indicate the name of the water course where your point of diversion is located. An example of Seely Creek as a tributary of Redwood Creek on the South Fork of the Eel River is provided.

Write down any questions or notes in the space provided:

Legal Land Description

3) Legal Land Description

Provide the location of the Point of Diversion using one of the following methods (check one box and enter coordinates, if applicable)

Latitude/Longitude Measurements: _____

California Coordinate System (NAD 1983): _____

USGS Topographic Map with point of diversion labeled on map (if checked yes, please attach map)

Assessor's Parcel Number(s), if assigned:	County
--	---------------

- * Google Earth is helpful for determining latitude and longitude
- * If you can't determine the latitude and longitude, you may indicate on a topographic map the location of your diversion and include this as an attachment.
- * USGS Topographic Maps can be downloaded for free at: <http://viewer.nationalmap.gov/viewer/>

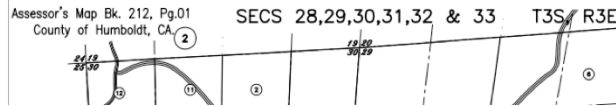
You only need to select one of the boxes for Question 3.

If you are going to provide the location of your point of diversion using latitude and longitude measurements, Google Earth is a free and helpful resource. If your preference is to use a USGS topographic map, those are available for free online.

Be sure to indicate on the map where your point of diversion is and include the map as an attachment when you submit your paperwork. Also, don't forget to include your parcel number and county at the end of Question 3.

Write down any questions or notes in the space provided:

Legal Land Description (Cont'd)



Provide Public Land Description to nearest 40 acres (if assigned)

¼ of the _____ ¼ of Section 28, 29, etc., Township 3S, Range 3E, B&M _____

To find your Public Land Description to the nearest 40 acres, you'll need to reference your parcel map. At the top of the parcel map you might see a series of abbreviations and numbers. In this sample map on this slide, the parcel has "SECS (Sections) 28, 29, 30, 31, 32 & 33" listed, as well as "T3S" (which refers to Township) and "R3E" (which refers to Range). You can see in the example how the Public Land Description would be filled out based on this information.

Write down any questions or notes in the space provided:

Place of Use Description	
4. Place of Use Description	
Provide a general description of the area in which the water was used	
Example: Domestic water use for two households and a small irrigated garden	
<small>Identify the location of the place of use on a specific United States Geological Survey (USGS) topographic map and on any other maps with identifiable landmarks. If assigned, provide the public land description to the nearest 40-acre subdivision and the assessor's parcel number. (check box indicating each map attached)</small>	
<input checked="" type="checkbox"/> USGS Topographic Map	<input checked="" type="checkbox"/> County Assessor's parcel map
<ul style="list-style-type: none"> * Humboldt County Parcel Maps can be downloaded for free at: http://humboldt.gov/231/Online-Search * USGS Topographic Maps can be downloaded for free at: http://viewer.nationalmap.gov/viewer/ 	

The place of use description can be a brief, 1-2 sentence description of where or how the water from your point of diversion is used. Next, you'll need to include both a USGS topographic map and a county assessor's parcel map. On both maps, indicate where the place of use is.

Write down any questions or notes in the space provided:

Purpose of Use Description

5 Purpose of Use Description (Please select all that apply below)			
<input checked="" type="checkbox"/> Irrigation Number of Acres :	<input checked="" type="checkbox"/> Domestic Persons Served :	<input type="checkbox"/> Stock watering Number of stock and type:	<input checked="" type="checkbox"/> Other Please Explain:
1/2 acre	4		Fire Protection
<p style="color: #00a0e3; font-size: small;">* Estimate and report the irrigation area in acres, the number of people served, stock watering and under other – include fire, and any other uses</p>			

For Question 5, estimate the irrigation area in acres, the number of people served, any stock watering, and any other uses for the water that comes from your point of diversion.

Examples of use include: domestic, dust control, fire protection, fish/wildlife protection and enhancement, frost protection, incidental power, and recreational. Other uses are listed in the Instructions of the Initial Statement of Diversion and Use form at the end of the document.

Write down any questions or notes in the space provided:

Diversion Works Description

6. Diversion Works Description

Name of Diversion Works, if named	Year in which diversion commenced (or specify nearest known year)
List any related existing water rights, if applicable (for example, an appropriative right using the same diversion works)	
Type of Diversion Facility (select one)	
<input type="checkbox"/> Gravity <input type="checkbox"/> Water Course Pump <input type="checkbox"/> Well Pump <input type="checkbox"/> Other (please specify) _____	
Do you directly divert water?	Capacity of Direct Diversion Works (specify unit and amount)
<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Cubic feet per second <input type="checkbox"/> Gallons per minute <input type="checkbox"/> Gallons per day
Do you divert water to storage?	Capacity of Storage Tank or Reservoir (specify unit and amount)
<input type="checkbox"/> On-stream storage (Complete Section B) <input type="checkbox"/> Off-stream storage (Complete Sections A & B)	<input type="checkbox"/> Gallons <input type="checkbox"/> Acre-feet
A. Capacity of Storage Diversion Works (specify unit and amount) <input type="checkbox"/> Cubic feet per second <input type="checkbox"/> Gallons per minute <input type="checkbox"/> Gallons per day	

- * **Direct Diversion** means you (1) divert water for immediate use or (2) divert water for short term collection into a sump, holding reservoir, or tank from which it will be used at a more convenient rate
- * **Diversion to Storage** is defined as water that is (1) diverted in times of higher streamflow for use in times of lower streamflow and (2) held in a tank/ reservoir for more than 30 days.
- * **Capacity of your diversion:** Use your pump rate specifications or measure the rate. A bucket and stopwatch works well and it is usually easy to disconnect the inlet pipe to your tank to facilitate measuring the flow. Divide volume/time and report in gallons/minute.

Under Question 6, there are several lines of information to complete. Diversion Works refers to large-scale diversions that have a legal name. You can leave that box blank if it does not apply to you. Next, fill in the year in which the diversion began (or your best estimate). A few other definitions that are helpful for this section are included in the bottom half of the slide.

Write down any questions or notes in the space provided:

Quantity of Water Diverted

7. Quantity of Water Diverted Note: Measurements must be made using best available technologies and best professional practices as listed in Section 8a unless documentation is provided to the State Water Resources Control Board that the implementation of those practices is not locally cost effective.

Provide the quantity of water diverted each month in the table below as a measured in (check one box) Gallons Acre-feet

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
<ul style="list-style-type: none"> * Provide the quantity of water used for each month in the year you are reporting. If you did not divert water in a particular month, enter “0”. * If you do not have a meter, prepare estimates based on the number of people and irrigated area (if applicable): <ul style="list-style-type: none"> * Household water use: 55 gallons per day (gpd) per person * Garden water use: 18.5 gpd per 100 square feet of irrigated garden * Fire protection water reserve: 2500 gallons 													

Daily water use estimates can be calculated using the State Water Resources Control Board’s guidelines:

- 55 gallons per day per person
- 18.5 gpd per 100 square feet of irrigated garden
- 2500 gallon fire protection water reserve

Write down any questions or notes in the space provided:

Measurement Device Description

8 Measurement Device Description

Method used to measure water diverted (select one)

- Water directly diverted and/or diverted to storage was measured with a measuring device.
(if checked, proceed to section 8a and skip section 8b)
- Direct measurement using a device listed in Section 8a is not locally cost effective for water directly diverted and/or diverted to storage.
(If checked, skip section 8a and proceed to section 8b).

* Before you select an option for question 8, look over the list of measurement devices provided in 8a. If you don't use any of the devices listed, select the second option, "Direct measurement using a device listed in Section 8a is not locally cost effective for water directly diverted and/or diverted to storage."

If you don't already have one in place, we highly recommend installing a water meter on your diversion. Meters are not expensive and are getting cheaper all the time, and they can really help you to budget your water use. Water meters are not currently required by law, but there is a good chance that they will be in the not-too-distant future, so now is a great time to get ahead of the game and install one on your diversion.

Write down any questions or notes in the space provided:

Measurement Device Description (Cont'd)

8b. Explanation of why use of a measuring device is "not locally cost effective"

Indicate why you concluded that direct measurement using a device listed in Section 8a is not locally cost effective (check all that apply)

- | | | |
|--|--|--|
| <input type="checkbox"/> Diversion is small or minimal in size | <input type="checkbox"/> Diversions are infrequent | <input type="checkbox"/> Ungauged Siphon |
| <input type="checkbox"/> No power at diversion point | <input type="checkbox"/> Other: _____ | |

Indicate method(s) used as an alternative to direct measurement in order to complete this report (check all that apply)

- | | |
|--|--|
| <input type="checkbox"/> Electricity records dedicated to the pump | <input type="checkbox"/> Total facility electricity records minus estimated non-pump electricity |
| <input type="checkbox"/> Engine fuel use or hour meter records | <input type="checkbox"/> Crop duty estimates/consumptive use estimates |
| <input type="checkbox"/> Power generation estimates | <input type="checkbox"/> Other water duty estimates other than for crops |
| <input type="checkbox"/> Modeled/estimated flows | <input type="checkbox"/> Remote satellite imaging |
| <input type="checkbox"/> Pipe/trajectory method | <input type="checkbox"/> Bucket and stopwatch |
| <input type="checkbox"/> Float and stopwatch | <input type="checkbox"/> Other: _____ |

Explain your measurement alternatives:

Simple and effective.

- * If you are estimating your water use based on calculations for the number of people and irrigated area, then check the box crop duty estimates/consumptive use estimates.
- * In the box "explain your measurement alternatives" the statement "simple and effective" is adequate.

If you indicated that the listed measurement devices were not locally cost effective, skip to 8b. Select any of the boxes that explain why the listed measurement devices are not locally cost effective. Next, indicate how you go about measuring your water use by selecting any of the methods that apply.

Write down any questions or notes in the space provided:

Maximum Rate of Diversion

9. Maximum Rate of Diversion (if available)

Provide the maximum rate of diversion achieved in each month as measured in (check one box) cfs gpm gpd

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
------	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----

- * Report the maximum gallons per day (gpd) pumped on any one day for each month.
- * Example: If your pumping rate is 10 gallons per minute, multiply by 1440 minutes per day for a maximum diversion rate of 14,400 gpd.

Write down any questions or notes in the space provided:

Recent Water Use

10. Recent Water Use			
Provide the annual water use in recent years:	Maximum		<input type="checkbox"/> Gallons <input type="checkbox"/> Acre Feet
	Minimum		<input type="checkbox"/> Gallons <input type="checkbox"/> Acre Feet
<ul style="list-style-type: none"> * With the drought, most people are using less water * Use this section to show an estimate of maximum and minimum water use in years with adequate water 			

Write down any questions or notes in the space provided:

Water Conservation Efforts

11. Water Conservation Efforts (answer only sections applicable to your diversion)

Water Conservation. Are you currently employing any methods of water conservation? Yes No

If yes, describe any water conservation efforts in use:

Water Quality and Wastewater Reclamation. Are you now or have you been using reclaimed water from a wastewater treatment facility, desalination facility or water polluted by waste to a degree that unreasonably affects such water for other beneficial uses? Yes No

Conjunctive use of surface water and groundwater. Are you using groundwater in lieu of surface water? Yes No

- * Briefly describe water conservation in household or garden, etc.
NOTE: Technically, the SWRCB only requests this information for water conservation under pre-1914 water rights.
- * Wastewater reclamation and conjunctive use: Usually these do not apply.

Write down any questions or notes in the space provided:

Submit Your Initial Statement

- * Mail the completed form and maps to:

State Water Resources Control Board
Division of Water Rights
PO Box 2000
Sacramento, CA
95812-2000

- * The Initial Statement can be mailed at the same time as your completed Small Domestic Use Registration (SDU) form, but you cannot submit the SDU form prior to submitting your Initial Statement.

Write down any questions or notes in the space provided:

Thank You!



* Questions? Contact water@calsalmon.org or visit the Salmonid Restoration Federation website at www.calsalmon.org

Thank you for viewing this presentation. Please contact Salmonid Restoration Federation with any questions at water@calsalmon.org, or visit our website at www.calsalmon.org.