APPLICATION INSTRUCTIONS FOR WATER PERMIT FOR IRRIGATION

If you need assistance with your application, please contact the SD DANR, Water Rights Program at (605) 773-3352 or by email at DANRmail@state.sd.us or stop by our office in the Joe Foss Building, 523 E Capitol Avenue, Pierre SD. Please don't hesitate to ask for help! Additional information is available by visiting the Water Rights Program at https://danr.sd.gov.

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

1. **FORM 2.** Application for irrigation in South Dakota.
   The applicant must be the property owner of the land to be irrigated or be authorized by the property owner to submit the application on the property owner's behalf.

2. **MAP.** An aerial photo from the Farm Services Agency is acceptable. However, a map with more detail may be requested if needed. 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) An outline of the lands to be irrigated and names(addresses of any owners other than the applicant.
   c) A government section corner or quarter corner including a reference to section, township, and range.

3. **FORM 2A.** A completed 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.
   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:
   *First 120 acre feet per year or for irrigating first 60 acres: $500.00
   Second 120 acre feet or second additional 60 acres: $250.00
   Each additional 120 acre feet or each additional 60 acres: $100.00
   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 irrigating 160 acres would be $850.00 plus the $200.00 inspection/licensing fee for a total of $1,050.00.
   *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 forms, map, fee, and any other information for filing a permit application should be submitted to:
   Department of Agriculture 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.

(over)
OPTIONAL GUIDELINES -- SOIL/WATER ANALYSIS

An important consideration in developing a new irrigation project is assessing the compatibility of the soils with the quality of the water to be used for irrigation. Some soils need careful management and others may not be suitable for irrigation with water having a high sodium or salt content. Reduced crop yields and damage to the soil structure may occur without proper irrigation management. A soil/water analysis may make the difference between a successful or an unsuccessful irrigation project. For this reason, completion of an analysis is recommended. Also, the chief engineer may request that the applicant complete an analysis if the chief engineer believes that a soil/water compatibility problem may exist.

1. COMPLETION OF THE SOIL/WATER ANALYSIS: One option is to have a soil/water compatibility analysis completed by the South Dakota Agricultural Laboratories, 1335 Western Ave, Brookings, SD 57006-4728. For guidance on what information is needed to prepare an analysis, please call the SD Ag Labs at (605) 692-7325.

Another option is contracting with any qualified water quality lab and having a qualified person perform the analysis.

2. WATER QUALITY: To determine whether a water sample is needed since the quality of some water sources is well-documented, please contact SD Ag Labs at (605) 692-7325 or whichever service you intend to use to complete the analysis. If collecting a water sample, here is some general guidance but your service provider may have their own sampling requirements so be sure to check with them:
   a) Use a pint or quart jar which can be cleaned with a brush or dish cloth. Do not use gallon containers, metal containers, or containers with metal lids. Bottles used for bleach, fabric softener, detergents, and shampoos make very good sample bottles, but are difficult to get clean.
   b) Wash the container with hot, soapy water and rinse in boiling water (some containers may require washing with hot vinegar to remove foreign residues).
   c) Rinse the container vigorously three times with the water to be sampled. If the container doesn’t look clean, don’t use it.
   d) Allow enough time for pumping a well to insure “fresh” ground water, instead of “drill water and mud” or stagnant water. It is common for water quality to improve with extended pumping (up to six hours of pumping a new well is recommended).
   e) When taking surface water samples, obtain the water far enough from the shore to avoid excessive soil and algae. Samples from different depths should be combined into one sample.
   f) Try to get the water sample to the laboratory as soon as possible. Time affects water quality.

3. SOILS INFORMATION: Again, check with your service provider to see whether any soils information needs to be supplied. At a minimum the person preparing your analysis will need to know the legal descriptions of the acreage to be irrigated. If you need to provide a soils map, the Farm Services Agency or the local Conservation District may be able to provide you a soils map. If the county soil survey is not completed, then the Farm Services Agency or a professional soil classifier may be able to provide you soils information.
Application for Permit to Appropriate Water for Irrigation

Type of Application:  [ ] New  [ ] Vested Right  [ ] Amendment/Correction to Permit No. ________________________

(Use predates Mar 2, 1955)

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

1. Name to Appear on Irrigation Permit ____________________________
   Note: The “Name to Appear on Irrigation Permit” must be the name in which the property to be irrigated is held in.

   Mailing Address ____________________________
   (Address) ____________________________ (City) ____________________________ (State) ____________________________ (Zip Code) ____________________________
   Phone ____________________________ Mobile ____________________________ Email ____________________________

2. Amount of water claimed *CFS or **GPM ***AF Total Acreage ____________________________
   (*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 ____________________________

5. County or counties where water will be used ____________________________

6. Annual period during which water is to be used ____________________________

7. List below each forty-acre division, or lot, or fraction thereof and show number of acres to be irrigated in each.
   (Attach sheet if more space is needed)

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8. Give a description of the project. (Attach sheet if more space is needed)

   ____________________________
   I, ____________________________, the applicant, certify under
   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.

   ____________________________
   Name of Person

   ____________________________
   Title (if applicable)

   ____________________________
   2021-08

   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)
Supplemental Information

(Complete applicable portions only) (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) Area of Impoundment ______________
   i) Storage _____________ Acre Feet
   j) Drainage Area Above Dam _________ Acres