

NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION

**APPLICANT CHECKLIST FOR
WATER WITHDRAWAL PERMIT**

Complete this form and include with application

Applicant Name: _____ **Facility Name:** _____

Facility Address: _____ **DEC Region:** _____

Project Type (From WW-1): _____

Water Use (From WW-1): _____

For Department Use: WWA #: _____

Item No.	Requirement (see, 6 NYCRR § 601.10) 6 NYCRR 601.10 http://www.dec.ny.gov/lands/94327.html **	Included or N/A?	Location of Item In Application Package
1	Electronic Copy of Application Package (Recommended)		
2	Application Transmittal Letter		
3	Joint Application Form – signed **		
4	WW-1 Form **		
5	Project Authorization for public water supply (PWS) systems, include legal certification form and proof of transportation corporation formation if applicable **		
6	General Map - Include location of project and other pertinent features.		
7	Watershed Maps – if applicable		
8	Contract plans for <u>non-public</u> water supply systems. Plans for PWS systems should be sent directly to NYS Department of Health (DOH)		
9	Engineering Report - PE signed and sealed **		
10	Water Conservation Program Form – signed **		
11	Latest Annual Water Withdrawal Reporting Form (for projects involving <u>existing</u> withdrawals)		
12	Land Acquisition Maps - if applicable		
13	Water Analysis - sent directly to DOH if new PWS source		
14	Project Justification - 8 questions answered		
15	Canal withdrawal approvals - if applicable		
16	Great Lakes Basin Diversion - if proposed		
17	SEQR Form, include Determination if available		
18	State Historic Preservation Office (SHPO) submission or No Effect Letter from SHPO		