

Completing a Water Act Application Reservoir

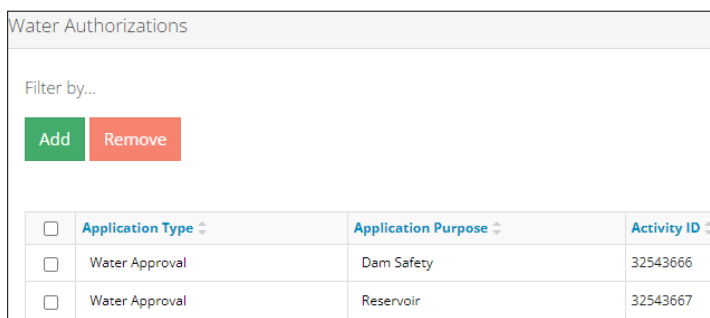
Intended User: *Water Act* approval applicants

Overview

This quick reference guide (QRG) describes how to complete a [Water Act](#) application in OneStop for reservoir water activity approval.

This guide assumes the following:

- You have already started an application and completed the General screens (Contact Information, Application Information, Proposed Activity, Additional Information, Activity Details).
- In the General – Activity Details screen, you have selected **Water Approval** as the application type in the Water Authorizations table and selected **Reservoir** as the application's purpose, which then generated an activity ID.



Water Authorizations

Filter by...

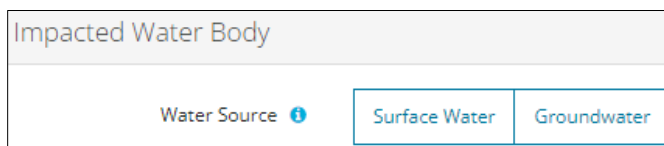
Add Remove

<input type="checkbox"/>	Application Type	Application Purpose	Activity ID
<input type="checkbox"/>	Water Approval	Dam Safety	32543666
<input type="checkbox"/>	Water Approval	Reservoir	32543667

- You have completed the Water – General Application screen. See *Initiating a Water Act Application – General QRG*.

Water – Water Source

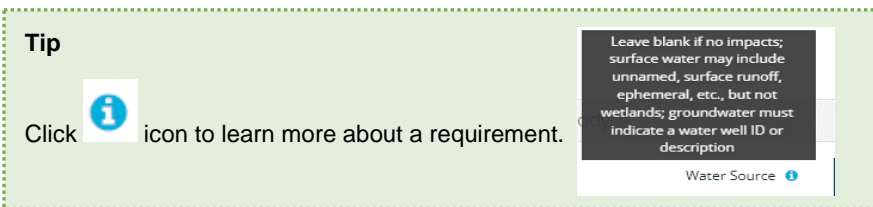
- In the impacted Water Body section – If a water body is impacted by the activity, select the water source type: **Surface Water** or **Ground Water**. A table appears.



Impacted Water Body

Water Source ⓘ

Surface Water Groundwater




Tip

Click ⓘ icon to learn more about a requirement.

Leave blank if no impacts; surface water may include unnamed, surface runoff, ephemeral, etc., but not wetlands; groundwater must indicate a water well ID or description

Water Source ⓘ

- Based on your water source, click  to include the **impacted water body** or **water well ID** to the application.
- Surface Water**: The **Impacted Water Body Search** window opens. Enter the **name of the water body**. Click **Search**.

Impacted Water Body Search

Water Body

- i) Search results appear in a table below. Check the **box** beside the water body you wish to add. Click **Add**.

<input checked="" type="checkbox"/>	Water Body
<input checked="" type="checkbox"/>	Adair Creek

The water body is added to the table.

Impacted Water Body

Water Source

Impacted Water Body * Filter by...

<input type="checkbox"/>	Water Body
<input type="checkbox"/>	Adair Creek

- c) **Groundwater**: Click to add a row to the table.

- i) Enter the **name of the water well** in the space provided.

<input type="checkbox"/>	Water Well
<input type="checkbox"/>	Test Water Well

- 2. Optional: To remove any item from the table, check the box beside the item you wish to remove. Click **Remove**.

<input checked="" type="checkbox"/>	Water Well
<input checked="" type="checkbox"/>	Test Water Well

- 3. Select **Yes** or **No** if this activity impacts wetlands.

Does this activity impact wetlands?

- a) If **Yes**: Select **Create New Wetland Activity** from the drop-down list.

Wetland Activity

Create New Wetland Activity

- i) Click **Create New**. OneStop will generate an activity ID.

Existing Wetland Activity

Activity ID 32209127

- b) If **No**: Proceed to the next step.

- 4. Click **Save** to save your entry. Click **Next >** to go to the Water – Additional Information Screen.

Water – Additional Information

- 1. Applicants must upload the proposed locations as digital spatial data shapefiles. See *Importing Digital Spatial Data - Water Activities QRG*.

Attach and submit the reservoir shapefile. Files must be in a .zip format.

Upload Reservoir Shapefile

Attach shapefile of Reservoir in .zip format *

Attach

Submit Shapefile

- a) Optional: Click **Shapefile Templates** to download and use available templates.

- 2. Click **Submit Shapefile**. It may take some time to process the shapefile.

Upload Shapefile

The shapefile was processed and system has started the analysis of the data. Please wait or fill out another section.

- 3. Select the **reservoir contents: Groundwater, Surface Water, and/or Other**. More than one content can be selected.

Reservoir Contents Information

This reservoir will contain *

Groundwater Surface Water Other

- a) For **Groundwater**: Enter the **total dissolved solids** in parts-per-million (ppm).

Total Dissolved Solids (ppm) *

- i) Enter the **chloride** in ppm.

Chloride (ppm) *

- b) For **Surface Water**: Select **Yes** or **No** – Capturing surface runoff.

Capturing surface runoff *

- c) For **Other**: Describe the other contents in the space provided.

Describe other *

- 4. Select **Yes** or **No**: Is the reservoir lined?

Is the reservoir lined? *

- a) If **Yes**: The Primary and Secondary Liner sections appear. Based on your selections in these sections, you will be required to provide more details about the liner that was used.

Primary Liner	
Liner Material	<input type="text"/>
Secondary Liner	
Liner Material	Not Applicable <input type="text"/>

- b) If **No**: Proceed to the next step.

- 5. Select **Related Energy Licence Number** or **Application Number** from the dropdown list.

Additional Reservoir Information

<input type="text"/>	<input type="text"/>
----------------------	----------------------

- a) For **Application Number**: Click to add a row to the reservoir information table.

- i) Enter the **application number** in the Application Number column.
- ii) Enter the **licence type**.

<input type="checkbox"/>	Application Number	Application Type
<input type="checkbox"/>		

- b) For **Energy Licence Number**: Click **Add**. Search for the licence number in the search box that appears and add it to the reservoir information table.

Energy Licence Search

Energy Licence Number Search

Filter by... Sh

Add

<input type="checkbox"/>	Energy Licence Number ⌵	Licence Type ⌵
<i>No items added</i>		

6. Enter the live **storage capacity** in cubic metres (m³).

Live Storage Capacity (m³) *

7. Enter the **maximum height** in metres (m).

Maximum Height (m) *

8. Click **Save** to save your entry.

9. Click the next water activity tab at the top of the screen or click **Next >** to proceed to the Confirmation screen and submit your application.