



Water Licence Application Drawing Standards

(Updated September 2005)

Applicants are required to meet the following Drawing Standards. The application will be returned if the Drawing is inadequate.

GENERAL SPECIFICATIONS

- Use Mylar or white bond paper, preferably 8.5 by 11 inches (standard letter size) but no larger than 8.5 by 14 inches (legal size).
- Print clearly, and use black ink that does not smudge.
- Label important features. Provide a legend or key for any abbreviations used.
- Show the scale (e.g., 1:5000, 1-inch equals 500 feet, 1-cm equals 50 m).
- Ensure a North arrow is shown.

SOURCE INFORMATION

- Show the location of the source of water relative to your property boundaries and the boundaries of other landowners.
- Indicate the source by name, show the direction of flow, and if possible, indicate where the source connects to other creeks, rivers or lakes.
- Show the location and direction of flow of any natural lakes, swamps, sloughs, etc., within the general area of your application.
- Indicate the width of the source at the proposed diversion point.
- If storage is needed, show the location of the reservoir and indicate whether it will be man-made or is on a natural pond or lake.

PLACE OF USE AND PROPERTY BOUNDARIES

- Draw the legal property boundaries of the land where the water is to be used.
 - Show the boundaries of all parcels of land (both private and Crown) that will be physically affected (i.e., crossed, flooded, or used as access) by the proposed works. If any of the parcels include easements or right-of-ways, these should also be shown.
 - Identify the actual place of use, e.g., dwelling, barns, and other buildings.
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- Clearly show the area to be irrigated with scaled measurements in hectares or acres.
- If any land is to be flooded, identify the area that will be underwater in relation to the property boundaries.

PROPOSED WORKS

- Identify the exact location of the proposed water intake or diversion structure.
- Indicate all water works, existing and proposed, e.g., the diversion structure, intake, pipe, sump, pump, dugouts, ponds, reservoirs, irrigation systems, etc.
- All works must be labeled.
- If the pipe crosses land owned by another person or the Crown, its length on that land must be shown. The pipe length must also be shown in lakes and rivers. If the bearing of the pipe is known, please include on the Drawing as well.

DRAWING PREPARATION

- Obtain a copy of a Legal Survey Plan of your property from the Land Titles Office for your area. A copy of this Plan can serve as the base map for the Drawing.
- Regional District Offices also have updated maps of land that has been subdivided. A copy of a Regional District map may also be suitable as the base map.
- Maps of various scales, including the BC Topographical series, are available at local surveying companies.
- Sample Drawings are enclosed with the application for reference.

DIGITAL DRAWING STANDARDS

Surveying companies, architectural firms and other professional drafting services may be able to provide the Drawing in digital format. An ArcInfo exportable file, an ArcInfo coverage file, and a Shape file are the only formats that meet Water Stewardship Division's digital standard for the Applicant's Drawing. Please ensure that all digital data is in Albers Projection.

ADDITIONAL INFORMATION

Please submit a copy of your Registered Survey Plan, as well as the portion of a topographical map, which covers the area of proposed water use in relation to nearby communities, highways, railways, etc.
