

# Application for Licence to Construct Water Control Works

Water Stewardship and Biodiversity Division  
 Drainage and Water Rights Licensing  
 200 Saulteaux Crescent  
 Winnipeg MB R3J 3W3  
 Email: drainage@gov.mb.ca



**ALL \* FIELDS ARE MANDATORY AND ALL INCOMPLETE APPLICATIONS WILL BE RETURNED TO THE APPLICANT**

**Pursuant to The Water Rights Act -**

LANDOWNER'S NAME: *			CONTACT NAME:		PHONE: *
BOX # or STREET ADDRESS: *					MOBILE:
CITY or TOWN: *	PROV: *	POSTAL CODE: *	E-MAIL ADDRESS: *		
APPLICANT'S NAME:			CONTACT NAME:		PHONE:
BOX # or STREET ADDRESS:					MOBILE:
CITY or TOWN:	PROV:	POSTAL CODE:	E-MAIL ADDRESS:		

Hereby applies for a **Water Control Works Licence** on the following described land(s):\*

QUARTER	SECTION	TOWNSHIP	RANGE	E OR W

Or otherwise described as: (River Lot, Wood Lot, etc.): \_\_\_\_\_

Project Name (If applicable): \_\_\_\_\_

The above described lands are held as follows (check applicable box):

- Registered owner     
  Purchased under agreement for sale     
  Lessee

**Description of Proposed Works** (Check all that apply – All \* fields are mandatory in the checked proposed works boxes)

**Culverts and Bridges**

- Install culvert   
  Remove culvert   
  Relocate culvert   
  Install control gate   
  Reset existing culvert

Culvert Type\*: \_\_\_\_\_

Existing Size and Type: \_\_\_\_\_

Proposed Size and Type\*: \_\_\_\_\_

Quantity of each\*: \_\_\_\_\_

**Drains**

- Reconstruct drain   
  Construct new drain

Maximum Drain depth\* and length: \_\_\_\_\_

Side slope ratio (e.g., 3:1): \_\_\_\_\_

**Identify quantity and depth of each drain on sketch map\***

**Dams**

Construct dam       Reconstruct dam       Wetland Restoration

Dam height\*; width and length: \_\_\_\_\_

Side slope ratio (e.g., 3:1) \*: \_\_\_\_\_

Spill elevation (full supply level) : \_\_\_\_\_

Type\*:                       Detention                       Retention

Material of dam\*: \_\_\_\_\_

**Identify above specifications of each dam on sketch map\***

**Dyke**

Construct protection dyke       Reconstruct protection dyke

Dam height\*; top width and length\*: \_\_\_\_\_

Side slope ratio (e.g., 3:1) \*: \_\_\_\_\_

**Identify above specifications of each dyke on sketch map\***

**Tile drainage network**

Install tile drainage network

Depth\*; Diameter\* and Spacing\* of lateral pipe: \_\_\_\_\_

Depth\* and Diameter\* of header/outlet pipe: \_\_\_\_\_

Area of tile\* (Acres) and Outlet Flow Rate\*: \_\_\_\_\_

Outlet Type\*:               Control Structure               Gravity               Lift Station

Name\* and date of Tile Drainage Plan: \_\_\_\_\_

**Identify above specifications of each tile drainage network on sketch map\***

**Other including Subdivisions**

Engineered plan     Survey     Other: \_\_\_\_\_

Engineering Consultant Name\*: \_\_\_\_\_

Engineering Consultant Plan Name\* and Date: \_\_\_\_\_

**Wetlands impacted by Water Control Works**

Do works alter the natural state of seasonal, semi-permanent or permanent wetlands (Classes III, IV, V – Stewart and Kantrud marsh classification system)? \*  YES     NO

If yes:

Type of Wetland\*:     Class III     Class IV     Class V     Other: \_\_\_\_\_

**Identify wetlands on sketch map\***

**Sketch Map\***

**Must** include a photo, sketch, plan or drawing that depicts an accurate representation of the proposed works. Be sure to include the drain flow direction, description of works (including depth and distance), north arrow and location of the works and / or and industry accepted engineering plan and construction standards.

Do any works involve the excavation of greater than one foot below natural prairie?  YES  NO

Do any works change the hydraulic capacity of the structure by more than 15%?  YES  NO

Do any of the works transfer water between watersheds?  YES  NO

Do any of the works drain Class 6, 7 or unimproved organic soils (agriculture capability)?  YES  NO

Is this application for the transfer of an existing licence?  YES  NO Existing Licence No. \_\_\_\_\_

Is this application to amend an existing licence?  YES  NO Existing Licence No. \_\_\_\_\_

**Approvals\* - see checklist**

Adjacent Landowners  Municipality  Conservation District  Manitoba Infrastructure  Crown Lands

**Landowner Approval**

The proposed works will cause water to leave the land of the above mentioned landowner and/or applicant. As the affected landowner, I hereby acknowledge and accept that the proposed project will cause water to discharge onto my property as explained to me by the applicant, and I also do not object to the project taking place. I represent:

Private landowner(s)  Municipality  Conservation District  MB Infrastructure  Crown Lands

Landowner Name \_\_\_\_\_ Phone \_\_\_\_\_

Mailing address \_\_\_\_\_ Email \_\_\_\_\_

Quarter	Section	Township	Range	E / W	River Lot

Landowner Signature \_\_\_\_\_

Position of group represented (if applicable) \_\_\_\_\_

Date: \_\_\_\_\_

**Pursuant to *The Water Rights Act* –**

**4(2)** In the case of an application for a licence for water control works, the application must be accompanied by:

(f) certification from the applicant that the proposed water control works

(i) are not inconsistent with an approved watershed plan, and

(ii) will not violate any restrictions on the use of land that is the subject of a conservation agreement; and

**A licensee is responsible for damage resulting from works constructed, operated or maintained, or from a defect, insufficiency or failure of the works, whether the license is in good standing, abandoned, suspended or cancelled.**

Applicant Signature\* \_\_\_\_\_

Print Name\* \_\_\_\_\_

**\*\* IMPORTANT \*\***

FEE OF \$25.00 MUST ACCOMPANY THIS APPLICATION.  
CHEQUE, APPLICATION AND ALL CHECKLIST ITEMS MUST BE  
MAILED TO:

**MANITOBA SUSTAINABLE DEVELOPMENT  
BOX 8, 200 SAULTEAUX CRESCENT  
WINNIPEG MB R3J 3W3**

**CHEQUES TO BE MADE PAYABLE TO MINISTER OF FINANCE**

<b>For Office Use Only</b>	Date received: _____
	Amount received: \$ _____
	Received by: _____
	MRO #: _____

**REV. CODE 6-15**

**2018-12-21**

## **DOCUMENT CHECKLIST**

**All mandatory fields in application completed**

**Design Plan**

**Must** include an aerial photo that depicts an accurate representation of the proposed works. Be sure to include the legal location, drain flow direction, description of works (including depth and distance) and north arrow

Digital imagery is available at:

- [www.google.ca/maps](http://www.google.ca/maps) or [www.google.com/earth](http://www.google.com/earth)
- [www.agrimaps.gov.mb.ca](http://www.agrimaps.gov.mb.ca)
- [www.agr.gc.ca/atlas/agrimap](http://www.agr.gc.ca/atlas/agrimap)

**Survey Requirements**

- ❖ No survey is required for culvert-to-culvert clean outs where culvert elevations will not be altered
- ❖ A survey must be attached for all other clean outs of municipal drains, as follows:
  - An appropriate benchmark (Assumed or geodetic elevations)
  - Existing drain bottom and proposed gradient must be clearly illustrated
  - Culverts with invert elevation and size to be identified

**All approvals attached:**

- ❖ Municipal approval (required for all applications)
- ❖ Adjacent Landowners
  - Upstream Landowners (e.g. for small dams) – signature from the immediate upstream landowner(s) whose property may be impacted by impounded water
  - Downstream Landowners (application can be signed or separate consent form signed by Title Holder or a person with Power of Attorney attached)
  - Next immediate property across which water flows
    - Municipal Right-of-Way (“ROW”) written approval from that municipality
    - Conservation District: written consent from the Conservation District Board or Designate
    - Manitoba Infrastructure: written consent from the Regional Technical Services Engineer or designate
    - Crown Lands: written approval from the Regional Crown Lands Manager
- ❖ Further approval from impacted area as directed by the local Water Resource Officer
- ❖ For tile (subsurface) drainage, please see the Tile Drainage Requirement Fact Sheet

**Application fee**

- ❖ A cheque for \$25 made payable to the Minister of Finance is enclosed

**Signature**

- ❖ The application has been signed

Completed application **and checklist** to be **MAILED TO:** Box 8, 200 Saulteaux Cres. Winnipeg, MB R3J 3W3

