


ADMINISTRATOR'S MEMORANDUM

(Multiple Programs #1)
(Adjudication Memo # 50)

TO: Water Management Division Staff

FROM: Jeff Peppersack 

SUBJECT: Descriptions of Places of Use

REVISED: March 18, 2010

IDWR describes places of use (POU) for water right records in two primary ways:

1. For most water rights, IDWR's standard is to use the Public Land Survey (PLS). Locations described in this tabular manner typically include township, range, section, government lot and/or quarter-section and quarter-quarter section. As necessary, the description may also include a tract, a mineral survey, or a homestead entry survey.
2. In addition to using the PLS, IDWR can use a shapefile to describe the POU's polygon outline. The shapefile is typically incorporated in the IDWR Enterprise Database via the Spatial Database Engine (SDE).

Having both tabular and spatial POU information benefits IDWR and the public in many ways. The dual information optimizes opportunities for the public to access information about IDWR programs and improves department efficiency and accuracy in administration of water rights.

Section 42-219, Idaho Code, allows for the inclusion of a digital boundary when issuing licenses describing the service areas for qualifying irrigation entities. The SRBA District Court has also decreed digital boundaries pursuant to Section 42-1411, Idaho Code, for similar qualifying irrigation entities.¹ Sections 42-202, 42-219, and 42-222, Idaho Code, allow for a generally described service area for municipal providers as defined in Section 42-202B, Idaho Code. IDWR maintains shapefiles in SDE for these digital boundaries and generally described service areas. For query and display purposes only, PLS information will be generated automatically from the SDE shapefiles.

Attachment A to this memorandum identifies the mechanisms for displaying and changing spatial and tabular POU descriptions, as well as conditions for generally described service areas, for water delivery entities. Digital boundaries created pursuant to Sections 42-219 and 42-1411, Idaho Code, shall continue to be archived in SDE and IDWR's Document Management System (commonly referred to as PCDocs).

IDWR will ensure POU descriptions for water rights include spatial and tabular data, along with applicable conditions.

¹ The CD of the digital boundary on file with the SRBA District Court will be the official record of the authorized POU unless altered by subsequent administrative procedure pursuant to Section 42-222, Idaho Code, or by subsequent filing pursuant to Section 43-323, Idaho Code.

Attachment A. POU Descriptions for Water Delivery Organizations

Organization	Authorizing Legislation	Tabular	Tabular	Tabular	Spatial	Spatial Change Document	Spatial	Remark Text Statement
Municipal Use	Sections of Idaho Code	Initial Requirement	Change Document	Reporting	Initial Requirement	Change Document	Reporting	
Municipality	42-219, 42-222, 42-202B(5)(a)	Derive from spatial boundary	Re-derived from changed boundary	Print/list as an option	Boundary not required but included in database for informational purposes	Provider submits new service area	Polygon for informational purposes	Footnote 1
Municipal Server such as United Water	42-219, 42-222, 42-202B(5)(b)	Derive from spatial boundary	Re-derived from changed boundary	Print/list as an option	Boundary not required but included in database for informational purposes	Provider submits new service area	Polygon for informational purposes	Footnote 2
Water and Sewer District	42-219, 42-222, 42-202B(5)(b)	Derive from spatial boundary	Re-derived from changed boundary	Print/list as an option	Boundary not required but included in database for informational purposes	Provider submits new service area	Polygon for informational purposes	Footnote 3
Other	42-219, 42-222, 42-202B(5)(c)	Derive from spatial boundary	Re-derived from changed boundary	Print/list as an option	Boundary not required but included in database for informational purposes	Provider submits new service area	Polygon for informational purposes	Footnote 4
Irrigation Use								
Irrigation District	42-219, 42-222, 43-323	Derive from spatial boundary	Re-derived from changed boundary	Print/list as an option	Digital boundary - formally tied to water right	District submits new service area	Polygon as description of service area	Footnote 5
Organization that delivers water to 25K or more acres	42-219, 42-222	Derive from spatial boundary	Re-derived from changed boundary	Print/list as an option	Digital boundary - formally tied to water right	Change boundary via transfer	Polygon as description of service area	Footnote 6
Organization that delivers surface water to more than 5 users	42-219, 42-222	Derive from spatial boundary	Re-derived from changed boundary	Print/list as an option	Digital boundary - formally tied to water right	Change boundary via transfer	Polygon as description of service area	Footnote 7
Other	42-219, 42-222	Identify specific acres authorized for irrigation	Transfer	Always print/list acres by PLS	Specific acres authorized for irrigation	Change POU via transfer	Polygon(s) identifying acres authorized for irrigation in POU	Footnote 8

Footnotes

- 1 Place of use within service area of the City of _____ municipal water supply system as provided for under Idaho law.
- 2 Place of use within service area of _____ as provided for under Idaho Law. Place of use generally described as city limits of _____ and surrounding area.
- 3 Place of use within service area of _____ as provided for under Idaho Law. Place of use generally described as _____.
- 4 Place of use within service area served by the public water supply system of _____. Place of use generally located within T(), R(), S().
- 5 Place of use within the boundary of _____, pursuant to Section 43-323, Idaho Code.
- 6 Place of use within area served by _____.
- 7 Place of use within area served by _____.
- 8 (No text remark needed.)