

Guidance Document - Basin Boundary Request

1. To create a Basin Boundary Modification Request go to the [Basin Boundary Request System](#) and select the button labeled “Modification Request”

Welcome to the Basin Boundary Modification Request System. The Sustainable Groundwater Management Act (SGMA) established a process for local agencies to request that the Department of Water Resources (DWR) revise the boundaries of a groundwater basin or subbasin, including the establishment of a new subbasin. This tool is for use by local agencies to request basin boundary modifications and for the public to access basin boundary modification information.

Registration and login are required to submit a basin boundary modification request, but are not required to view submitted information.

The system accepts voluntary basin boundary modification requests from local agencies, pursuant to DWR's [Basin Boundary emergency regulation](#). Additional information is available about the [existing Bulletin 118 groundwater basins](#) and an [interactive map](#) is available to help visualize the Bulletin 118 groundwater basins and other relevant political, geologic, and geographic boundaries.

- Prior to performing a modification request, a printable template is available [here](#) to inform you of the items needed to complete the request.
- Upon submission, you will receive an email acknowledging receipt of your initial notification or modification request.
- For assistance with the Basin Boundary Modification System, please email the administrator at Timothy.Godwin@water.ca.gov.

Local Agency Submissions Tools

Click Here to Submit Initial Notification (Pursuant to Section 343.9)

Click Here to Submit Basin Boundary Modification Request (Submission Period: January 1, 2016 through March 31, 2016)

Public and Interested Party Tools

View List of Submitted Initial Notifications

View List of Submitted Modification Requests

Flowchart:

- Basin Boundary Regulations Became Effective November 16, 2015
- STEP 1:** Within 15 days of a local agency's decision to explore boundary modification, the relevant local agency shall notify DWR by completing the Initial Notification
- STEP 2:** Local Agencies can submit a Basin Boundary Modification Request starting January 1 through March 31, 2016

2. Log in using the same ID that was used when you created an Initial Notification. If you have not yet created an initial notification please be aware that these are required before requesting a boundary modification. View the guidance document on Initial Notifications for help with this. Also available from this page is a button to print a template of the questions you will be asked while filling out your boundary modification request. The template is provided for your convenience so that you can view the required content without logging in/creating an account.

For returning users, please Sign In to add new or make changes to your basin modification requests.

Secure Sign-in

User ID

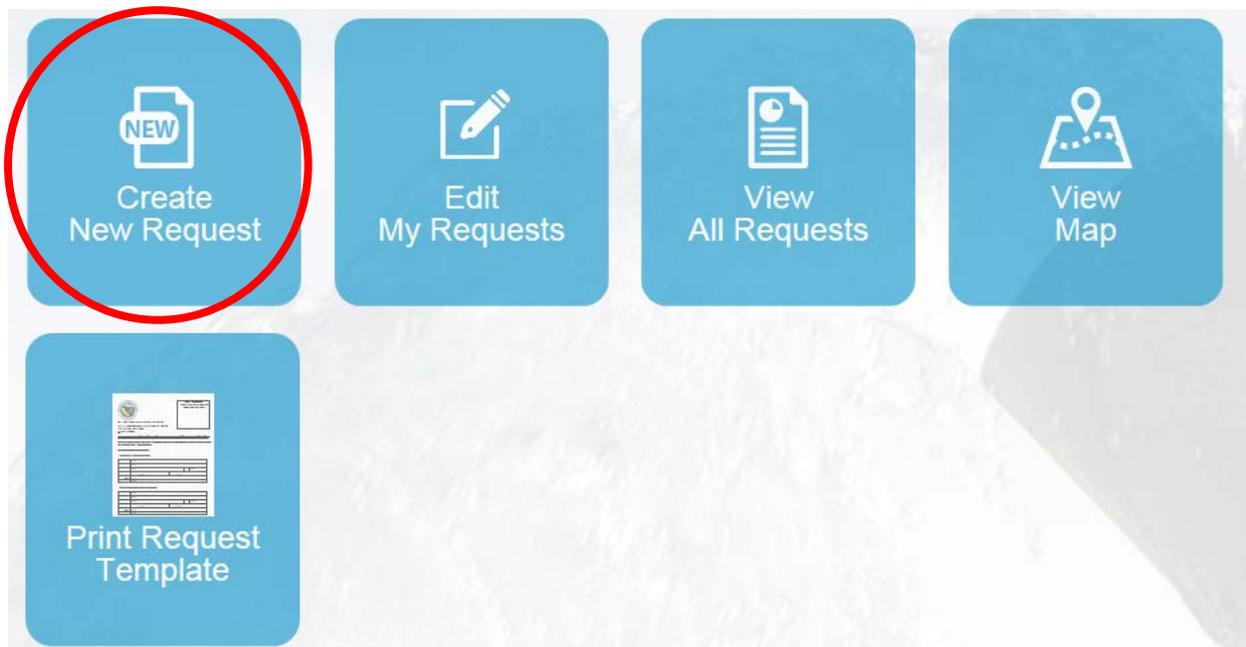
Password

Remember User ID

Forgot password? Click [here](#) to recover your account.

New users? Please click [here](#) to get started.

3. One in the system, Select the "Create New Request" button; the template is also available at this interface.



4. First enter a short description of the desired modification. If nothing has changed since your Initial Notification you can use the description you provided then. NOTE: This question and all the other questions in the submission process include a help tips button you can hover over for more information on the specific question. View the screenshots below for an example.

1. Enter short description for this modification * (Limit to 100 Characters) 

1. Enter short description for this modification * (Limit to 100 Characters) 

Tip: Very brief statement identifying the type of modification request being submitted.

Ref: §344.6(a)

5. Select the type of boundary modification you are requesting. You can select as many boxes as are relevant to the modification. Each box you select informs the system of the specific requirements for the request and provides dialog to provide the required information. If you cannot decide what kind of modification it is, you can edit your selections at any time during the process.

2. Select a type of modification * 

Reason	Type of Modification	
Scientific	External	<input type="checkbox"/>
	Internal	<input type="checkbox"/>
Jurisdiction	Internal	<input type="checkbox"/>
	Consolidation	<input type="checkbox"/>
	Subdivision	<input type="checkbox"/>

6. Provide an explanation of how the proposed boundary modification would result in an increased likelihood of sustainable groundwater management either by typing into the box or by attaching a file.

3. Provide a narrative overview of the boundary modification request and how the resulting modification would affect likelihood of sustainable management. ?

Enter narrative overview here...

Browse...

7. Select the basin(s) you would like to modify. As with the Initial Notification system you can select more than one basin. If you accidentally select a basin you did not intend to select, you can remove it by clicking the "x" next to the basin. If you select a basin that already has a modification request you will get a pop-up window notifying you of this with a link to the other basin request if you wish to review it. If you wish to proceed with your modification request anyway, simply click "OK" to close the dialog box and continue with your submission. Note that combination of requests should be made to the greatest extent possible and any modification requests that are coincident or in conflict will be required to combine the request into a single agreed upon boundary modification.

4. List the existing basin(s)/subbasin(s) names(s) and number(s) to be amended by this request. ?

Search by basin/subbasin number or name...

1-01 SMITH RIVER PLAIN ✕

Review of Existing Request(s)

(For your information only)

These are submitted modification request(s) for your selected basin(s). To view the modification request details, click on the corresponding basin name link.

Basin(s)/ Subbasin(s)	Short Description	Modification Type	Requesting Agency	Current Status	Status Date	Last Modified
1-01 SMITH RIVER PLAIN	This is a test request. NOT a real one	Scientific External, Jurisdiction Internal	GEI Test Agency	Submitted	01/01/2016 09:10 AM	01/02/2016 10:49 PM

Showing 1 to 1 of 1 entries

Previous 1 Next

OK

- Provide a proposed name for the new/modified subbasin or consolidated basin(s) if necessary. If a new name is not desired simply leave this portion blank. Click continue when finished.

5. Provide the proposed name for each new subbasin(s) or consolidated basin(s) ?

Continue
Cancel

- You will now enter the larger application process. This part of the process does not need to be filled out linearly, you can address the sections you want to, save and return later to continue filling out the request. Click on the lettered sections in the left column menu to view different parts of the application. Remember, based on the type of boundary modification selected you may or may not have all the fields visible. For section B, simply review the information you submitted on the previous page and push “continue”.

- A - Applicant Information ✓
- B - Description**
- C - Initial Notification ✓
- D - Required Documents
- E - General Info
- F - Notice and Consultations
- G - General Existing GW Mgt.
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- K - Tech. Studies for Sci. Internal
- L - Tech. Studies for All Juris.
- M - Tech. Studies for Juris. Subdivision

Submit

B. Description of Proposed Boundary Modification

- Short description * ?
- Type of basin boundary revision (check all that apply) * ?

Reason	Type of Modification	
Scientific	External	<input checked="" type="checkbox"/>
	Internal	<input checked="" type="checkbox"/>
Jurisdiction	Internal	<input checked="" type="checkbox"/>
	Consolidation	<input checked="" type="checkbox"/>
	Subdivision	<input checked="" type="checkbox"/>
- Provide a narrative overview of the boundary modification request and how the resulting modification would affect likelihood of sustainable management. ** ?

Browse...
- List the existing basin(s)/subbasin(s) to be modified by this request * ?

Search by basin/subbasin number or name...
▼

1-01 SMITH RIVER PLAIN ✕

Download existing B-118 basin boundary shape file
- Provide the proposed name for the new basin(s) or subbasin(s) (Optional) ?

* Required field

** At least one of the following is required: description, url or attachment

Max characters for description box is 4000

Back
Continue

10. For section C of the application you must specify if you submitted an Initial Notification to the department (remember Initial Notification is required by the Basin Boundary Modification Regulations). Part C also lists all Initial Notifications submitted to the department through the Basin Boundary Modification Report System. Alternatively, you can view the lists or map of notifications from the Modification Report System home page. Finally, if your application includes a combination of requests please explain and identify which requests it combines in the space provided.

A - Applicant Information	✓
B - Description	✓
C - Initial Notification	✓
D - Required Documents	
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Submit ?

C. Initial Notification and Combination of Requests

1. Was an initial notification submitted to the Department? * ?

Yes: No:

List of submitted initial notification for the selected basin(s)/subbasin(s).
(For your information only)

2. Does this application include a combination of requests? * ?

Yes: No:

* Required field
** At least one of the following is required: description, url or attachment
Max characters for description box is 4000

Back **Continue**

Welcome to the Basin Boundary Modification Request System. The Sustainable Groundwater Management Act (SGMA) established a process for local agencies to request that the Department of Water Resources (DWR) revise the boundaries of a groundwater basin or subbasin, including the establishment of a new subbasin. This tool is for use by local agencies to request basin boundary modifications and for the public to access basin boundary modification information.

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Local Agency Submissions Tools

Click Here to Submit Initial Notification
(Pursuant to Section 343.9)

Upcoming Basin Boundary Modification Request Submission Period
January 1, 2016 through March 31, 2016

Public and Interested Party Tools

View List of Submitted Initial Notifications

View Map of Submitted Initial Notifications

View List of Submitted Modification Requests

View Map of Submitted Modification Requests

11. Section D involved attaching the required documents for your boundary modification request.

To complete your request you will need to attach the following documents:

- a. Legal authority
- b. Boundary modification resolution
- c. A map to scale (prefer 1:24,000) showing the desired modification
- d. A GIS shapefile with the proposed boundary revisions (please download the updated B-118 shapefile from the link and use it to create your revised boundary). Also available is a link to DWR's Spatial Data Standards for basin boundary submissions
- e. A GIS shapefile of any political entities adjacent to or affected by the request. Available to assist you with this is the Draft water Agencies layer. This layer was compiled from a variety of sources and is not complete or sufficiently QA/QC'ed. If you find problems with the agencies within this layer please notify DWR and submit a zipped shapefile with the boundary corrections.
- f. Any information necessary under the California Environmental Quality Act

A - Applicant Information ✓

B - Description ✓

C - Initial Notification ✓

D - Required Documents

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L - Tech. Studies for All Juris.

M - Tech. Studies for Juris. Subdivision

Submit ?

D. Required Documents for All Modifications

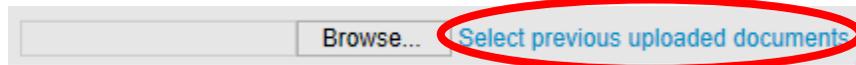
1. A copy of the statutory or other legal authority under which the requesting agency was created with specific citations to the provisions setting forth the duties and responsibilities of the agency. * ?
 Browse... [Select previous uploaded documents](#)
2. A copy of the signed resolution adopted by the requesting agency formally initiating the boundary modification request process. * ?
 Browse... [Select previous uploaded documents](#)
3. A map of adequate scale (no greater than 1:24,000; e.g., 1:10,000 is not acceptable) showing the proposed modified basin boundary in relation to the existing Bulletin-118 basin boundary and the local agencies that are within or bordering the existing and proposed basin. * ?
 Browse... [Select previous uploaded documents](#)
4. A GIS shapefile of the proposed modified groundwater basin boundaries. ? [Download Existing B118](#)
[basin shape file](#) [DWR Spatial Data Standards](#)
 Browse...
5. A GIS shapefile of the political boundaries of any affected or adjacent local agency. * ? [Download water agency shape file](#)
 Browse...
6. Any information, if necessary, to enable DWR to satisfy the requirements of a responsible agency pursuant to the California Environmental Quality Act. ** ?

 Browse... [Select previous uploaded documents](#)

* Required field
** At least one of the following is required: description, url or attachment
Max characters for description box is 4000

Back **Continue**

12. When browsing for files you also have the option to select previously uploaded files. To do this, simply click on the link next to the browse button. In the pop-up window it will show any files you have uploaded for this item of the request before. You can check the "Show all documents" box to toggle on or off all documents that you have uploaded if you want to attach a file uploaded for a different item (for example if you wanted to use a file uploaded previously for question D2 on question D1). Select your file with the appropriate checkbox and hit the select button to finish and return to the previous screen.



Select from existing uploaded document(s)

Info

- Below is a list of document(s) for the "Section Item" from your previous modification request(s).
- If this is your first modification request, the list maybe empty.
- To list all documents from previous modification request(s) for any sections, check the "Show All Documents".
- Select the available document(s) to be link to the section item.

Show All Documents

	Filename	File Size	Uploaded Date
<input type="checkbox"/>	D (1).txt	0.01MB	12/31/2015 06:01 PM
<input type="checkbox"/>	D (1).txt	0.01MB	01/01/2016 09:06 AM

Showing 1 to 2 of 2 entries Previous Next

13. Section E asks you to provide a complete description of the revised basin such that based off the description the boundaries could be redrawn accurately. Specific references used to describe previously defined coincident boundaries must be provided when used. Otherwise the use of relatively static landmarks would be adequate. Please either provide text in the box or attach a text file with a written description.

A - Applicant Information	✓
B - Description	✓
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Submit ?

E. General Information

1. Describe the lateral boundaries of the alluvial aquifer or aquifers that form the groundwater basin and the definable bottom of the basin. The description must be in terms that are clear, definite, and sufficiently detailed to allow an authoritative map of the proposed basin boundaries to be plotted using the given description. ** ?

[Select previous uploaded documents](#)

* Required field
** At least one of the following is required: description, url or attachment
Max characters for description box is 4000

14. Section F asks you to provide a variety of supplemental information regarding your boundary request. For each item you can either provide a written description in the text box and/or attach a file with more information. The information requested is:
- List of local agencies and public water systems affect by the request
 - Methods used to identify said agencies/water systems
 - Information related to interactions with the affected agencies/water systems (copies of correspondences)
 - Summary of public meetings related to the boundary request (attach agendas and notices)
 - All comments received regarding the boundary modification and a summary of any responses.

A - Applicant Information	✓
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Submit ?

F. Notice and Consultation

- List all local agencies and public water systems affected by the basin(s) modification request. ** ?

[Select previous uploaded documents](#)
- Explain the methods used to identify interested local agencies and public water systems in the affected basin(s). ** ?

[Select previous uploaded documents](#)
- Provide information regarding the nature of consultations with affected or interested agencies. Attach and cite any copies of correspondences with local agencies and public water systems and/or any other persons or entities consulted. ** ?

[Select previous uploaded documents](#)
- Provide a summary of all public meetings at which the proposed boundary modification was discussed or considered by the requesting agency. Attach and cite any copies of agendas and notices published. ** ?

[Select previous uploaded documents](#)
- Attach a copy of all comments regarding the proposed boundary modification received by the requesting agency and a summary of any responses made by the requesting agency. ** ?

[Select previous uploaded documents](#)

* Required field
 ** At least one of the following is required: description, url or attachment
 Max characters for description box is 4000

Back
Continue

15. Section G requests a variety of information that must be provided for all requests pursuant to section 342.4 of the boundary modification regulation. For each item you can attach a file with more information. The information requested is:

- a. How sustainable groundwater management currently exists or could be achieved under both the existing conditions and the proposed boundary modification
- b. How the proposed modification would affect adjacent the sustainable groundwater management of adjacent basins
- c. A historical summary of the sustainable management of groundwater levels in the basin(s) or subbasin(s)
- d. Potential impacts to state programs resulting from the modification including: California Statewide Groundwater Elevation Monitoring (CASGEM), Groundwater Management Plans developed pursuant to AB 3030, Groundwater Sustainability Plans developed pursuant to the Sustainable Groundwater Management Act, any applicable state or regional board plans, and other water management and land use programs

A - Applicant Information	✓
B - Description	✓
C - Initial Notification	✓
D - Required Documents	
E - General Info	
F - Notice and Consultations	
G - General Existing GW Mgt.	
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Submit ?

G. General Existing Groundwater Management

All requests for jurisdictional modification pursuant to Section 342.4 MUST include responses to the following questions.

1. Explain how sustainable groundwater management exists or could likely be achieved in the basin under the following circumstances: ** ?

 [Select previous uploaded documents](#)
2. Explain how the proposed boundary modification would affect the ability of adjacent groundwater basins to sustainably manage groundwater in those groundwater basins. ** ?

 [Select previous uploaded documents](#)
3. Provide a historical summary of the sustainable management of groundwater levels in the proposed basin(s) or subbasin(s). ** ?

 [Select previous uploaded documents](#)
4. Discuss potential impacts to state programs resulting from the proposed boundary modification, including, but not limited to, the California Statewide Groundwater Elevation Monitoring (CASGEM), Groundwater Management Plans developed pursuant to AB 3030, Groundwater Sustainability Plans developed pursuant to the Sustainable Groundwater Management Act, any applicable state or regional board plans, and other water management and land use programs. ** ?

 [Select previous uploaded documents](#)

* Required field
** At least one of the following is required: description, url or attachment
Max characters for description box is 4000

16. Section H asks for additional information which can be provided via text box or by attaching supporting files:

- a. Evidence that sufficient information was provided to affected agencies/systems regarding the boundary modification
- b. List of all affected agencies that submitted comments in support or opposition to the boundary modification. The support or opposition must be either a formally adopted resolution for an agency or a letter signed by the executive director for a water system. Attach copies of any of resolutions or letters
- c. Evidence that rebuts any opposition to the boundary modification
- d. For subdivision modification requests provide information demonstrating that the proposed boundary modification is supported by at least three-fourths of the local agencies and public water systems in the affected basins.

A - Applicant Information	✓
B - Description	✓
C - Initial Notification	✓
D - Required Documents	
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M - Tech. Studies for Juris. Subdivision	

Submit ?

H. Local Support

All requests for boundary modification must include the following:

1. Provide any evidence that sufficient information was provided to affected agencies and systems regarding the proposed boundary modification. ** ?

 [Select previous uploaded documents](#)
2. Provide a list of all affected agencies and affected systems that submitted comments and/or documents in support or opposition to the proposed boundary. The agency submitting their support or opposition for a boundary modification must provide a copy of a resolution formally adopted by the decision-making body of the affected agency or system and a letter signed by an executive officer or other official with appropriate delegated authority who represents the agency or system. Attach copies of the resolution and/or signed letter detailing the support or opposition submitted. ** ?

 [Select previous uploaded documents](#)
3. Provide any evidence that rebuts any opposition to the proposed boundary modification. ** ?

 [Select previous uploaded documents](#)
4. Subdivision basin boundary modification requests provide information demonstrating that the proposed boundary modification is supported by at least three-fourths of the local agencies and public water systems in the affected basins. Attach supporting documents or outline supporting evidence below. ** ?

 [Select previous uploaded documents](#)

* Required field
** At least one of the following is required: description, url or attachment
Max characters for description box is 4000

17. Section I specifies that boundary modifications must include a narrative in either the text box or as a file upload that describes the various components of the hydrogeologic conceptual model. The department may waive this requirement for an internal boundary modification if the requesting agency is able to demonstrate that the proposed boundary modification is unlikely to affect sustainable groundwater management.

A - Applicant Information	✓
B - Description	✓
C - Initial Notification	✓
D - Required Documents	
E - General Info	
F - Notice and Consultations	
G - General Existing GW Mgt.	
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I - Hydro. Conceptual Model	
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K - Tech. Studies for Sci. Internal	
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M - Tech. Studies for Juris. Subdivision	

Submit ?

I. Hydrogeologic Conceptual Model

Requests for boundary modification, must include a document or text to a clearly defined hydrogeologic conceptual model demonstrating each of the following: ** ?

1. Principal aquifer units within requested basin.
2. Lateral boundaries of the proposed basin, including:
 - a. Geologic features that significantly impede or impact groundwater flow.
 - b. Aquifer characteristics that significantly impede or impact groundwater flow.
 - c. Significant geologic and hydrologic features and conditions of the principle aquifer units, as appropriate, including information regarding the confined or unconfined nature of the aquifer, facies changes, truncation of units, the presence of faults or folds that impede groundwater flow, or other groundwater flow restricting features.
 - d. Key surface water bodies, groundwater divides and significant recharge sources.
3. Recharge and discharge areas within the basin.
4. Definable bottom of the basin or subbasin.

The department may waive this requirement for an internal boundary modification if the requesting agency is able to demonstrate that the proposed boundary modification is unlikely to affect sustainable groundwater management.

Browse... [Select previous uploaded documents](#)

* Required field
** At least one of the following is required: description, url or attachment
Max characters for description box is 4000

Back **Continue**

18. External Scientific - Section J requests that scientific modifications provide information that demonstrates the extent of the aquifer with a qualified map and a technical study. Please upload the map in part 1 and either upload a technical study or provide a link to where it can be found for part 2.

A - Applicant Information	✓
B - Description	✓
C - Initial Notification	✓
D - Required Documents	
E - General Info	
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K - Tech. Studies for Sci. Internal	
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M - Tech. Studies for Juris. Subdivision	

Submit ?

J. Technical Studies for External Scientific Modifications

Requests for a scientific modification must include a document containing information that demonstrates the extent of the aquifer. Provide the following:

1. A qualified map that depicts the lateral boundaries of the aquifers that define the basin or subbasin. ** ?

 [Select previous uploaded documents](#)
2. A technical study that provides subsurface data that demonstrates the vertical thickness and relevant physical properties of the alluvial aquifer or stacked series of alluvial aquifers. ** ?

URL:

 [Select previous uploaded documents](#)

* Required field
** At least one of the following is required: description, url or attachment
Max characters for description box is 4000

19. Internal Scientific - Section K requests that for an internal scientific modification involving a hydrogeologic barrier you must include a document or provide a URL that demonstrates the presence or absence of subsurface restrictions on lateral groundwater flow. For part 1 please upload a qualified map, for part to please either upload documents providing the required information or provide a link to where this information can be found in the text box.

A - Applicant Information	✓
B - Description	✓
C - Initial Notification	✓
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Submit ?

K. Technical Studies for Internal Scientific Modifications

Requests for an internal scientific modification involving a hydrogeologic barrier must include a document or text that demonstrates the presence or absence of subsurface restrictions on lateral groundwater flow. Provide the following:

1. A qualified map depicting structural geologic features that could significant impact or impede lateral groundwater flow. ** ?

 [Select previous uploaded documents](#)
2. Geologic and hydrologic evidence of groundwater conditions by attaching or providing a URL to any of the following: ** ?
 - a. Historical and current potentiometric surface maps, groundwater levels, groundwater recharge and discharge areas of the aquifer system within the vicinity of the proposed boundary modification.
 - b. Aquifer performance testing results demonstrating basin boundary condition response.
 - c. Water quality information of the aquifer system including but not limited to general water quality parameters and isotopic analysis.
 - d. Supporting certified geophysical studies.
 - e. Any other pertinent information.
 [Select previous uploaded documents](#)

* Required field
** At least one of the following is required: description, url or attachment
Max characters for description box is 4000

20. All Jurisdictional – Section L requests a water management plan that covers or is in the immediate vicinity of the proposed basin or portion of the proposed basin and satisfies the requirement of Water Code sections 10753.7(a) or 10727 and a statement of the existing and planned coordination of sustainable groundwater management activities and responsibilities. For part 1 please either upload the plan or provide a link to where the plan can be found. Many groundwater plans are available from DWR’s website (http://www.water.ca.gov/groundwater/groundwater_management/GWM_Plans_inCA.cfm) or can be found geographically using the Basin Boundary Assessment Tool (<http://www.water.ca.gov/groundwater/sgm/bbat.cfm>).

A - Applicant Information	✓
B - Description	✓
C - Initial Notification	✓
D - Required Documents	
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Submit ?

L. Technical Studies for All Jurisdictional Modifications

Requests for a jurisdictional boundary must attach or provide a URL or upload a file for the following:

1. A water management plan that covers or is in the immediate vicinity of the proposed basin or portion of the proposed basin and satisfies the requirement of Water Code sections 10753.7(a) or 10727 by attaching one of the following: ** ?
 - a. An adopted groundwater management plan, a basin wide management plan, or other integrated regional water management program or plan.
 - b. Management pursuant to an adjudication action.
 - c. One or more technical studies that cover the relevant portion of a basin or subbasin and adjacent areas.

URL:

[Select previous uploaded documents](#)

2. A statement of the existing and planned coordination of sustainable groundwater management activities and responsibilities where required. ** ?

[Select previous uploaded documents](#)

* Required field
 ** At least one of the following is required: description, url or attachment
 Max characters for description box is 4000

21. Jurisdictional Subdivision – Section M requests a document or a URL that provides a description of the historical and current sustainable groundwater conditions and coordination within the existing basin or subbasin. This must include the following items where applicable:
- Groundwater level monitoring programs, historical and current groundwater level trends, and areas of significant groundwater level declines
 - Groundwater quality issues within the proposed and existing basin that may impact the supply of usable groundwater, including a map of known impacted sites and areas, mitigation measures planned or in place, and a description of the impact to the water budget
 - Inelastic land surface subsidence within the proposed and existing basin including a map of known subsidence areas, historical trends within known land subsidence areas, and a description of impacts to the basin or subbasin water budget
 - Groundwater-surface water interactions within the proposed and existing basin demonstrated through maps and/or a written description
 - A map identifying the recharge areas in the proposed and existing basin

A - Applicant Information	✓
B - Description	✓
C - Initial Notification	✓
D - Required Documents	
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M - Tech. Studies for Juris. Subdivision	

Submit ?

M. Technical Studies for Jurisdictional Subdivision Modifications

Requests for jurisdictional subdivisions must include a document that describes the historical and current groundwater conditions and coordination within the existing basin or subbasin related to the following, where applicable: ** ?

- Groundwater level monitoring programs, historical and current groundwater level trends, and areas of significant groundwater level declines.
- Groundwater quality issues within the proposed and existing basin that may impact the supply of usable groundwater, including a map of known impacted sites and areas, mitigation measures planned or in place, and a description of the impact to the water budget.
- Inelastic land surface subsidence within the proposed and existing basin including a map of known subsidence areas, historical trends within known land subsidence areas, and a description of impacts to the basin or subbasin water budget.
- Groundwater-surface water interactions within the proposed and existing basin demonstrated through maps and/or a written description.
- A map identifying the recharge areas in the proposed and existing basin.

[Select previous uploaded documents](#)

* Required field
** At least one of the following is required: description, url or attachment
Max characters for description box is 4000

22. In the left hand column there are checkboxes next to sections that are considered complete. If not all the fields are filled out you will get a pop-up notification letting you know which sections are incomplete if you try to submit. If all the checkboxes show complete, hit "submit" to finish your request. You should receive an e-mail confirming that your request has been submitted. Otherwise you can leave the page at any time and your request will be saved automatically.

The screenshot shows a vertical list of sections on the left, each with a checkbox. Sections A, B, and C have green checkmarks, while sections D through M have empty checkboxes. A red oval highlights the checkboxes for sections A, B, and C. Below the list is a blue 'Submit' button with a question mark icon. To the right, a pop-up window titled 'Message from webpage' contains a warning icon and the text: 'To submit the request, every section must be completed. Section(s) to be completed: D - Required Documents, E - General Info, F - Notice and Consultations, G - General Existing GW Mgt., H - Local Support, I - Hydro. Conceptual Model, J - Tech. Studies for Sci. External, K - Tech. Studies for Sci. Internal, L - Tech. Studies for All Juris., M - Tech. Studies for Juris. Subdivision'. An 'OK' button is at the bottom right of the pop-up.

A - Applicant Information	<input checked="" type="checkbox"/>
B - Description	<input checked="" type="checkbox"/>
C - Initial Notification	<input checked="" type="checkbox"/>
D - Required Documents	<input type="checkbox"/>
E - General Info	<input type="checkbox"/>
F - Notice and Consultations	<input type="checkbox"/>
G - General Existing GW Mgt.	<input type="checkbox"/>
H - Local Support	<input type="checkbox"/>
I - Hydro. Conceptual Model	<input type="checkbox"/>
J - Tech. Studies for Sci. External	<input type="checkbox"/>
K - Tech. Studies for Sci. Internal	<input type="checkbox"/>
L - Tech. Studies for All Juris.	<input type="checkbox"/>
M - Tech. Studies for Juris. Subdivision	<input type="checkbox"/>

Submit ?

Message from webpage

To submit the request, every section must be completed.

Section(s) to be completed:
D - Required Documents
E - General Info
F - Notice and Consultations
G - General Existing GW Mgt.
H - Local Support
I - Hydro. Conceptual Model
J - Tech. Studies for Sci. External
K - Tech. Studies for Sci. Internal
L - Tech. Studies for All Juris.
M - Tech. Studies for Juris. Subdivision

OK

This screenshot shows the same vertical list of sections as the previous one, but now all checkboxes from A to M are checked with green checkmarks. A red oval highlights the 'Submit' button at the bottom, which also has a question mark icon.

A - Applicant Information	<input checked="" type="checkbox"/>
B - Description	<input checked="" type="checkbox"/>
C - Initial Notification	<input checked="" type="checkbox"/>
D - Required Documents	<input checked="" type="checkbox"/>
E - General Info	<input checked="" type="checkbox"/>
F - Notice and Consultations	<input checked="" type="checkbox"/>
G - General Existing GW Mgt.	<input checked="" type="checkbox"/>
H - Local Support	<input checked="" type="checkbox"/>
I - Hydro. Conceptual Model	<input checked="" type="checkbox"/>
J - Tech. Studies for Sci. External	<input checked="" type="checkbox"/>
K - Tech. Studies for Sci. Internal	<input checked="" type="checkbox"/>
L - Tech. Studies for All Juris.	<input checked="" type="checkbox"/>
M - Tech. Studies for Juris. Subdivision	<input checked="" type="checkbox"/>

Submit ?

23. Whether you finished your request or simply saved it for later you can access your request to view, edit, or print the information contained therein from the main screen. Simply click on the “Edit My Requests” button.

