

**Great Lakes—St. Lawrence River Water Resources Regional Body**

**Procedures**

The definitions in Part I and the policies and procedures outlined in Part II herein are intended to supplement existing requirements in the Great Lakes—St. Lawrence River Sustainable Basin Water Resources Agreement (Agreement). Nothing in Parts I or II shall affect regulatory requirements. The Procedures in Parts I and II are not an adjudication or a regulation. There is no intent on the part of the Regional Body to give these Parts that weight or deference. Parts I and II herein establish the framework within which the Regional Body will exercise its administrative discretion in the future. The Regional Body reserves the discretion to deviate from these Procedures set forth in Parts I and II herein if circumstances warrant.

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**Part I. DEFINITIONS.**

**Section 100. Definitions.**

1. The standard definitions set forth in Article 103 of the Great Lakes-St. Lawrence River Basin Sustainable Water Resources Agreement shall apply to these Procedures.
2. “Application” or “Application to approve a Proposal” means the full Application package seeking approval of the Proposal for which Regional Review is undertaken.
3. “Agreement” means the Great Lakes-St. Lawrence River Basin Sustainable Water Resources Agreement.
4. “Compact” means the Great Lakes – St. Lawrence River Basin Water Resources Compact, Pub. L. 110-342, 122 Stat. 3739 (2008).
5. “Compact Council” or “Council” means the Great Lakes – St. Lawrence River Basin Water Resources Council.
6. “Executive Director” means the Executive Director of the Regional Body unless otherwise indicated.
7. “Member” means the Governor or Premier of a Party to the Agreement.
8. “Regional Body” means the Great Lakes – St. Lawrence River Water Resources Regional Body.
9. “Secretariat” means the Executive Director and other administrative staff hired or contracted by the Regional Body.
10. All references to Articles of the Agreement are to the version of the Agreement signed by the Governors of the States of Illinois, Indiana, Michigan, Minnesota, New York, Ohio and Wisconsin, the Commonwealth of Pennsylvania, and the Premiers of Ontario and Québec on December 13, 2005.

**Part II. Review of Exceptions.**

**Section 200. Application.**

**Section 200.1. Purpose.**

The purpose of this Part is to set forth procedures governing Applications required by Article 201, as well as for Regional Review of regionally significant or potentially precedent setting Proposals as set forth in Article 502 Paragraph 2 of the Agreement.

**Section 200.2. Preliminary Actions Prior to the Submission of an Application**

An Originating Party may, prior to submission of an Application for Regional Review, request a preliminary consultation with the Secretariat or the representatives of the Parties’

agencies regarding preliminary plans for any Proposal that is or may be subject to Regional Review. The Originating Party may include the Applicant in any such preliminary consultations.

**Section 200.3. Originating Party Powers and Duties; Applicant's Submission to Originating Party.**

1. The Applicant initiates the review process by submitting to the Originating Party an Application to approve a Diversion in such manner and with such accompanying information as the Originating Party may require.
2. Upon receipt of an Application to review a Diversion, the Originating Party notifies the other Parties and determines whether the Diversion addressed in the Application is a Proposal subject to Regional Review or Council approval. If it determines that the Diversion is subject to Regional Review under Article 201 the Agreement, the Originating Party notifies the public and federally recognized Tribes as well as First Nations and provincially recognized Métis communities in Canada in accordance with relevant State or Provincial law that it received the Application and that the Application is subject to Regional Review, or Regional Review and Council approval.
3. If the Application is subject to Regional Review, the Originating Party examines whether the Application contains sufficient information to determine whether the Proposal does or does not meet the relevant criteria in the Agreement. If the Application does not contain the information requested from the Applicant in Section 200.6 of these Procedures and any additional information that the Originating Party concludes is required to evaluate the Application, the Originating Party obtains the missing information from the Applicant.

**Section 200.4. Submission of Application to Regional Body.**

1. If it concludes that an Application to approve a Proposal is subject to the review of the Regional Body under the Agreement, the Originating Party submits the Application to the Regional Body in accordance with Chapter 5 of the Agreement for review. The Applicant may not submit an Application directly to the Regional Body for their review. Regardless, the original Applicant (and not the Originating Party) remains the Applicant throughout the process.
2. No Application should be submitted to the Regional Body unless it is administratively complete, *i.e.* all information and documents, including information to be included as part of the Application pursuant to Section 200.6 of these Procedures, are included in such Application, and unless the Originating Party's Technical Review needed to evaluate whether the Proposal meets the Decision Making Standard is complete and attached to the Application.
3. The Originating Party submits 1 copy of the Application to the Executive Director of the Regional Body. The Originating Party also submits the Application to the Executive Director in a common electronic format that allows public accessibility (e.g. Adobe Acrobat PDF format), which electronic version will be forwarded to the Regional Body members by the Executive Director.

**Section 200.5 Consideration of regionally significant or potentially precedent setting Proposals.** RESERVED

**Section 200.6. Contents of Application.**

**Section 200.6.1. Contents of Application for Regional Review for a “Straddling Communities” Exception to the Prohibition against Diversions.**

This section applies to Applications for an exception to the general prohibition against Diversions (Article 200, paragraph 1 of the Agreement) where the underlying Proposal is to transfer Water to a Straddling Community<sup>1</sup> and such Proposal will result in a New or Increased Consumptive Use of 5 million gallons per day (or 19 million litres per day) or greater average over any 90-day period (see Article 201, Paragraph 1 of the Agreement).

Only Proposals for Diversion of Water where the water so transferred shall be used solely for Public Water Supply Purposes within a Straddling Community will be considered under this Section (see Article 201, Paragraph 1 of the Agreement).

Only the Originating Party may forward Applications to the Regional Body. Applications may not be submitted directly to the Regional Body by the Applicant, but rather must be submitted to the Originating Party.

Any information requested by these Procedures that was not included in the original Application to the Originating Party should be added as an attachment to the original Application as appropriate.

If applicable or necessary, the Applicant should provide a table of contents or index indicating where in the Application the information in response to Sections B and C below is provided. Responses to Section A, and brief descriptions of the information requested in B and C, should be provided as a cover memo.

A. **Basic Information.** All Applications should include, but not be limited to, the following information:

1. *Information about the Applicant.*
  - a. Name of Applicant;
  - b. Mailing address of Applicant;
  - c. Name of contact person for Application;
  - d. Applicant contact’s phone number; and,
  - e. Applicant contact’s email address.

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<sup>1</sup> “Straddling Community” means any incorporated city, town or the equivalent thereof, wholly within any County that lies partly or completely within the Basin, whose corporate boundary existing as of the date set forth in paragraph 2 of Article 709, is partly within the Basin or partly within two Great Lakes watersheds.

“County” means the largest territorial division for local government in a State. In Québec, County means a regional county municipality (municipalité régionale de comté - MRC). The County boundaries shall be defined as those boundaries that exist as of the signing date of the Agreement (December 13, 2005). (Article 103 of the Agreement.)

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- f. The entity or entities that are participants or otherwise involved in implementing any component of the Proposal, including but not limited to any entity or entities other than the Applicant that will Withdraw the Water, return Water to the Great Lakes – St. Lawrence River Watershed, etc. Information on these entities should include:
  - i. Name of entity;
  - ii. Mailing address of entity;
  - iii. Name of contact person;
  - iv. Entity contact’s phone number; and
  - v. Entity contact’s email address.

[Ref: Article 103 of the Agreement (“Applicant” definition)]

- 2. *Identification of the Originating Party, including any and all government offices or partners, the mailing address of the same, the name of the individual authorized to act for the Originating Party, and any other points of contact on behalf of the Originating Party.*

- 3. *Identification of the specific Exception to the Prohibition of Diversions being applied for.*

Please note in the Application that the Applicant is seeking an Exception to the Prohibition Against Diversions pursuant to Article 201 Paragraph 1 of the Agreement, entitled “Straddling Communities.” In addition, please indicate whether the Straddling Community:

- a. Straddles the Basin divide; or,
- b. Straddles the divide of two watersheds of the Basin.

[Ref: Article 201 of the Agreement]

- 4. *Timing of Additional Applications.*

Provide the date of any previous Applications for the Straddling Community made to the Originating Party within the past 10 years and the daily volume of the Water Withdrawal, Consumptive Use or Diversion approved, as applicable. Diversions, Consumptive Uses and Withdrawals that constitute a baseline pursuant to Article 207, Paragraph 1 of the Agreement should not be included in response to this section.

[Ref: Article 207 Paragraph 2 of the Agreement]

- 5. *Source of the Withdrawal and location of the Diversion.*

Provide the following:

- a. Description of the location and source of the Withdrawal. Alternative locations may also be identified, with the preferred location indicated. If multiple wells or pump sites are to be used, provide information for them all.
- b. To the extent that the local entity that will be making the Withdrawal is not the Applicant, a demonstration that the local entity has sufficient withdrawal capacity to service the Applicant’s needs and is willing to negotiate a purchase contract with the Applicant.

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- c. A map or photo of the area identifying the Source Watershed<sup>2</sup> and proposed location of the Diversion, together with a description of the area that is proposed to receive the Diverted Water, location of the return flow and water supply service area.
  - d. An identification of the Source Watershed. Specify if the source is a groundwater source (and if so, indicate if confined or unconfined), or surface water source (if so, indicate the name of the lake, river, or stream).
6. *Total volume of the New or Increased Diversion and associated Consumptive Use*<sup>3</sup>. Identify:
- a. The total maximum volume of the Diversion and associated Consumptive Use over the next 25 years (or the time period required by the Originating Party) as expressed in millions of gallons per day or millions of litres per day averaged over a calendar year as well as over the peak 90 day period during a calendar year.
  - b. Information regarding whether the proposed use of water transferred across the basin or watershed boundary solely for Public Water Supply Purposes would be continuous, seasonal or temporary.
  - c. The location of the point of measurement of the Diversion, and the technical method to be used for measuring the rate of the Diversion.
  - d. The total volume of any existing Diversion and Consumptive Use listed pursuant to Article 207, Paragraph 1 of the Agreement that this Proposal will increase; or, the total volume of any previously approved Diversion that this Proposal will increase, as applicable.
- Unless otherwise noted, all rates and volumes should be expressed in millions of gallons and litres per day.

7. *Originating Party Technical Assessments.*

Any technical assessments, including the Technical Review, made by the Originating Party should be included in the Application package.  
[Ref: Article 505 Paragraph 1 of the Agreement]

8. *Additional materials from the Originating Party's Administrative Record as appropriate.* The Originating Party should also forward with the Application any other documents or materials used or developed during the Originating Party's review of the Proposal that the Originating Party determines may assist the

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<sup>2</sup> "Source Watershed" as defined in the Agreement means the watershed from which a Withdrawal originates. If Water is Withdrawn directly from a Great Lake or from the St. Lawrence River, then the Source Watershed shall be considered to be the watershed of that Great Lake or the watershed of the St. Lawrence River, respectively. If Water is Withdrawn from the watershed of a stream that is a direct tributary to a Great Lake or a direct tributary to the St. Lawrence River, then the Source Watershed shall be considered to be the watershed of that Great Lake or the watershed of the St. Lawrence River, respectively, with a preference to the direct tributary stream watershed from which it was Withdrawn.

<sup>3</sup> "Consumptive Use" as defined in the Agreement means that portion of the Water Withdrawn or withheld from the Basin that is lost or otherwise not returned to the Basin due to evaporation, incorporation into Products, or other processes.

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Regional Body during its review, including any transcript or summary of any consultation that has occurred with federally recognized Tribes as well as First Nations and provincially recognized Métis communities in Canada.

- B. Exception Standard Criteria. Applications that are required to meet the Exception Standard criteria should include information to show that the Proposal meets the following Exception Standard criteria contained in Article 201 Paragraph 4 of the Agreement.
1. *The need for all or part of the Exception [Diversion] cannot be reasonably avoided through the efficient use and conservation of existing water supplies.*  
Applications should include a narrative describing the need for the New or Increased Diversion. This description should include an analysis of the efficiency of current water uses, including the application of Environmentally Sound and Economically Feasible Water Conservation Measures. Such analysis may either be one that the Applicant previously submitted to the Originating Party or creates and submits to the Originating Party for forwarding to the Regional Body.  
[Ref: Article 201 Paragraph 4.a. of the Agreement]
  2. *The Exception [Diversion] will be limited to quantities that are considered reasonable for the purposes for which it is proposed.*  
Applications should include a narrative explaining why the quantities requested in Section A.6.a above are considered reasonable for the purposes for which the Exception is proposed (for example, population projections). To that end, the Application should also include a Water use plan. The plan should include: water use and population projections to support the term and daily volumes requested for the time period required by the Originating Party for water use plans, or up to 25 years if no time period is set by the Originating Party; a description of the capacity of the withdrawal, treatment and distribution portions of the system; an assessment of the water use savings of current and proposed water conservation and efficiency programs.  
[Ref: Article 201 Paragraph 4.b. of the Agreement]
  3. *All Water Withdrawn shall be returned, either naturally or after use, to the Source Watershed less an allowance for Consumptive Use. No surface water or groundwater from outside the Basin may be used to satisfy any portion of this criterion except if it:*
    - a. *Is part of a water supply or wastewater treatment system that combines water from inside and outside of the Basin;*
    - b. *Is treated to meet applicable water quality discharge standards and to prevent the introduction of invasive species into the Basin;*The Application should include a description of how the Water will be returned. This description should include:
    - a. An explanation of how and when the Water will be returned. To the extent the local entity that will be discharging the return flow is not the Applicant, agreements for return of the water to the Basin should be presented;

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- b. An estimate of total return flow by volume in millions of gallons per day or litres per day averaged over a calendar year and as a percentage of Water Diverted including proposed measurement methods;
  - c. A description of the discharge location(s) of the return flow;
  - d. A description of the anticipated Water quality of the return flow including proposed methods for determining the Water quality;
  - e. A description of the return flow as identified in Section A.5.c above, including what Water will be returned, where it will be returned, and how it will minimize the portion of Water from outside the Basin.
  - f. An estimate of Consumptive Use, including historical information, where applicable. These estimates may be presented in the form of project engineering design plans or utilizing United States Geological Survey's (USGS) compilation of Consumptive Use estimates or other Consumptive Use coefficients. To the extent the Consumptive Use estimates are different than "generally accepted Consumptive Use coefficients," the Application should include a detailed explanation and justification for projected Consumptive Use.
- [Ref: Article 201 Paragraph 4.c. of the Agreement]

4. *The Exception [Diversion] shall be implemented so as to ensure that it shall result in no significant individual or cumulative adverse impacts to the quantity or quality of the Waters and Water Dependent Natural Resources of the Basin with consideration given to the potential Cumulative Impacts of any precedent-setting consequences associated with the Proposal.*
- a. With regard to the Withdrawal, Diversion and return flow identified pursuant to Section A.5 above, provide the following additional information:
    - i. Current conditions regarding hydrologic setting for both groundwater and surface water as well as the connection between the two, water quality and habitat;
    - ii. Statistics on the stream flow, if applicable and available;
    - iii. The relevant aquifer(s);
    - iv. Anticipated individual impacts to the quantity or quality of the Waters and Water Dependent Natural Resources;
    - v. Mitigation measures that will be implemented to prevent or eliminate significant adverse impacts; and
    - vi. An environmental impact assessment or other environmental review of the Proposal, if already prepared under State, Provincial, or federal law.
  - b. The Parties to the Agreement will have the responsibility of conducting Cumulative Impact assessments. To assist with the development of this analysis, provide information about the potential Cumulative Impacts of the Proposal to the quantity-and quality of the Waters and Water Dependent Natural Resources of the Basin. Information may also be included on how the Proposal relates to other existing Withdrawals, Diversions and Consumptive Uses for purposes of enabling the Parties to collectively evaluate Cumulative Impacts from this Proposal. The Application should include data and analyses on Cumulative Impacts that are available from the Originating Party. To that end, all Originating Party Cumulative Impact assessments should be included in the



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Application, including but not limited to Cumulative Impact assessments performed pursuant to the Agreement and based on commonly used water management analysis techniques, protocols or modeling tools. The Application should also document any mitigation measures required by the Originating Party to address Cumulative Impacts.

[Ref: Article 201 Paragraph 4.d. and Article 209 Paragraph 6 of the Agreement]

5. *The Exception [Diversion] shall be implemented so as to incorporate Environmentally Sound and Economically Feasible Water Conservation Measures to minimize Water Withdrawals or Consumptive Use.*

The Application should provide a detailed description of the Environmentally Sound and Economically Feasible Water Conservation Measures that have been and will be implemented to ensure that both existing and the proposed water use will result in efficient water use and reduce water loss or waste. Where a conservation and efficiency plan has been developed it should be provided. The description should outline how such measures are:

- a. Environmentally Sound;
- b. Reflect best practices applicable to the water use sector;
- c. Technically feasible and readily available; and
- d. Economically Feasible and Cost Effective in comparison to other measures that are technically feasible and available or are best practices applicable to the water use sector, based on an analysis that considers direct and avoided economic and environmental costs. Factors about the particular facilities and processes that will be considered include:
  - i. Potential environmental impact(s);
  - ii. Age of equipment and facilities;
  - iii. Processes employed; and,
  - iv. Potential energy impacts.

[Ref: Article 103 and Article 201 Paragraph 4.e. of the Agreement]

6. *The Exception [Diversion] shall be implemented so as to ensure that it is in compliance with all applicable municipal, State, Provincial and federal laws as well as regional interstate, inter-provincial and international agreements, including the Boundary Waters Treaty of 1909.*

Any approval of a Diversion pursuant to the terms of the Agreement or relevant State or Provincial law does not relieve the Applicant or the Originating Party of the responsibility to obtain additional authorizations required for the activity approved by the Regional Body or the relevant State or Province. If any environmental permits have already been issued, they should be included in the Application.

[Ref: Article 201 Paragraph 4.f. of the Agreement]

7. *Additional Information.*

Provide any other additional information that the Applicant or Originating Party deems relevant for the Regional Body's consideration.

- C. Additional Information Straddling Community Exception [Diversion] Applications.
1. All Applications should include information to show that the Proposal meets the following additional criteria contained in Article 201 Paragraph 1 of the Agreement.
    - a. *Regardless of the volume of Water transferred, all the Water so transferred shall be used solely for Public Water Supply Purposes within the Straddling Community.*The Application should include a statement and demonstration that all the Water diverted will be used solely for Public Water Supply Purposes within the community seeking the Water. It must also be demonstrated that the community meets the definition of a Straddling Community [Ref: Article 201 Paragraph 1 of the Agreement]; and
  2. The Application should contain an analysis showing that the return flow maximizes the Basin Water portion returned to the Source Watershed while water from outside the Basin is minimized. This analysis may be incorporated and addressed as part of the Applicant's response to section B.3. above. [Ref: Article 201 Paragraph 1 a (iii) of the Agreement] and
  3. The Application should contain all reports about the Proposal prepared for any other purpose that provide substantive information material to an evaluation of the Proposal.

**Section 200.6.2. Contents of Application for Regional Review for an “Intra-Basin Transfer” Exception to the Prohibition against Diversions.**

This section applies to Applications for an exception to the general prohibition against Diversions (*see* Article 200, Paragraph 1 of the Agreement) where the underlying Proposal is to transfer Water from the watershed of one of the Great Lakes into the watershed of another Great Lake, and such Proposal will result in a New or Increased Consumptive Use of 5 million gallons per day (or 19 million litres per day) or greater average over any 90-day period (See Article 201, Paragraph 2.c of the Agreement).

Only the Originating Party may forward Applications to the Regional Body. Applications may not be submitted directly to the Regional Body by the Applicant, but rather must be submitted to the Originating Party.

Any information requested by these Procedures that was not included in the original Application to the Originating Party should be added as an attachment to the original Application as appropriate.

If applicable or necessary, the Applicant should provide a table of contents or index indicating where in the Application the information in response to Sections B and C below is provided. Responses to Section A, and brief descriptions of the information requested in B and C, may be provided as a cover memo.

- A. Basic Information. All Applications should include, but not be limited to, the following information:
1. *Information about the Applicant.*

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- a. Name of Applicant;
- b. Mailing address of Applicant;
- c. Name of contact person for Application;
- d. Applicant contact's phone number; and,
- e. Applicant contact's email address.
- f. The entity or entities that are participants or otherwise involved in implementing any component of the Proposal, including but not limited to any entity or entities other than the Applicant that will Withdraw the Water, return Water to the Great Lakes – St. Lawrence River Watershed, etc... Information on these entities should include:
  - i. Name of entity;
  - ii. Mailing address of entity;
  - iii. Name of contact person;
  - iv. Entity contact's phone number; and
  - v. Entity contact's email address.

[Ref: Article 103 of the Agreement (“Applicant” definition)]

2. *Identification of the Originating Party, including any and all government offices or partners, the mailing address of the same, the name of the individual authorized to act for the Originating Party, and any other points of contact on behalf of the Originating Party.*

3. *Identification of the specific Exception to the Prohibition of Diversions being applied for.*

Please note in the Application that the Applicant is seeking an Exception to the Prohibition Against Diversions pursuant to Article 201 Paragraph 2.c of the Agreement, entitled “Intra-Basin Transfer.”

[Ref: Article 201 of the Agreement]

4. *Timing of Additional Applications.*

Provide the date of any previous Applications made to the Originating Party within the past 10 years and the daily volume averaged over a 90 day period of the water Withdrawal, Consumptive Use or Diversion approved, as applicable. Diversions, Consumptive Uses and Withdrawals that constitute a baseline pursuant to Article 207, Paragraph 1 of the Agreement should not be included in response to this section.

[Ref: Article 207 Paragraph 2 of the Agreement]

5. *Source of the Withdrawal and location of the Diversion.*

Provide the following:

- a. Description of the location and source of the Withdrawal. Alternative locations may also be identified, with the preferred location indicated. If multiple wells or pump sites are to be used, provide information for them all.
- b. To the extent that the local entity that will be making the Withdrawal is not the Applicant, a demonstration that the local entity has sufficient withdrawal

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capacity to service the Applicant's needs and is willing to negotiate a purchase contract with the Applicant.

- c. A map or photo of the area identifying the Source Watershed<sup>4</sup> and proposed location of the Diversion, together with a description of the area that is proposed to receive the Diverted Water and location of the return flow and water supply service area.
  - d. An identification of the Source Watershed. Specify if the source is a groundwater source (and if so, indicate if confined or unconfined), or surface water source (if so, indicate the name of the lake, river, or stream).
6. *Total volume of the New or Increased Diversion and associated Consumptive Use*<sup>5</sup>. Identify:
- a. The total maximum volume of the Diversion and associated Consumptive Use over the next 25 years (or the time period required by the Originating Party) as expressed in millions of gallons per day or millions of litres per day averaged over a calendar year as well as over the peak 90 day period during a calendar year.
  - b. Information regarding whether the proposed use would be continuous, seasonal or temporary.
  - c. The location of the point of measurement of the Diversion, and the technical method to be used for measuring the rate of the Diversion.
  - d. The total volume of any existing Diversion and Consumptive Use listed pursuant to Article 207, Paragraph 1 of the Agreement that this Proposal will increase; or, the total volume of any previously approved Diversion that this Proposal will increase, as applicable.

Unless otherwise noted, all rates and volumes should be expressed in millions of gallons and litres per day.

7. *Originating Party Technical Assessments.*

Any technical assessments, including the Technical Review, made by the Originating Party should be included in the Application package.  
[Ref: Article 505 Paragraph 1 of the Agreement]

8. *Purpose of the intra-basin Transfer.*

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<sup>4</sup> "Source Watershed" as defined in the Agreement means the watershed from which a Withdrawal originates. If Water is Withdrawn directly from a Great Lake or from the St. Lawrence River, then the Source Watershed shall be considered to be the watershed of that Great Lake or the watershed of the St. Lawrence River, respectively. If Water is Withdrawn from the watershed of a stream that is a direct tributary to a Great Lake or a direct tributary to the St. Lawrence River, then the Source Watershed shall be considered to be the watershed of that Great Lake or the watershed of the St. Lawrence River, respectively, with a preference to the direct tributary stream watershed from which it was Withdrawn.

<sup>5</sup> "Consumptive Use" as defined in the Agreement means that the portion of Water Withdrawn or withheld from the Basin that is lost or otherwise not returned to the Basin due to evaporation, incorporation into Products, or other processes."

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Provide detailed written explanation of what the Water will be used for. Uses could include Public Water Supply Purposes, or other purposes. If the Water is to be used for multiple purposes, estimate percent usage by sector.

9. *Additional materials from the Originating Party's Administrative Record as appropriate.* The Originating Party should also forward with the Application any other documents or materials used or developed during the Originating Party's review of the Proposal that the Originating Party determines may assist the Regional Body during its review, including any transcript or summary of any consultation that has occurred with federally recognized Tribes as well as First Nations and provincially recognized Métis communities in Canada.
- B. Exception Standard Criteria. All Applications should include information to show that the Proposal meets the following Exception Standard criteria contained in Article 201 Paragraph 4 of the Agreement.
1. *The need for all or part of the Exception [Diversion] cannot be reasonably avoided through the efficient use and conservation of existing water supplies.*  
Applications should include a narrative describing the need for the New or Increased Diversion. This description should include an analysis of the efficiency of current water uses, including the application of Environmentally Sound and Economically Feasible Water Conservation Measures. Such analysis may either be one that the Applicant previously submitted to the Originating Party or creates and submits to Originating Party for forwarding to the Regional Body.  
[Ref: Article 201 Paragraph 4.a. of the Agreement]
  2. *The Exception [Diversion] will be limited to quantities that are considered reasonable for the purposes for which it is proposed.*  
Applications should include a narrative explaining why the quantities requested in Section A.6.a above are considered reasonable for the purposes for which the Exception is proposed (for example, population projections). To that end, the Application should also include a Water use plan. For public water supply systems the plan should include: water use and population projections to support the term and daily volumes requested for the time period required by the Originating Party for water use plans, or up to 25 years if no time period is set by the Originating Party; a description of the capacity of the withdrawal, treatment and distribution portions of the system; an assessment of the water use savings of current and proposed water conservation and efficiency programs. Applications for other uses, such as industrial or agricultural, must include a plan that projects water use at the time of Application and projected for up to 25 years or the time period required by the Originating Party.  
[Ref: Article 201 Paragraph 4.b. of the Agreement]
  3. *All Water Withdrawn shall be returned, either naturally or after use, to the Source Watershed less an allowance for Consumptive Use. No surface water or groundwater from outside the Basin may be used to satisfy any portion of this criterion except if it:*

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- a. *Is part of a water supply or wastewater treatment system that combines water from inside and outside of the Basin;*
- b. *Is treated to meet applicable water quality discharge standards and to prevent the introduction of invasive species into the Basin;*

The Application should include a description of how the Water will be returned.

This description should include:

- a. An explanation of how and when the Water will be returned. To the extent the local entity that will be discharging the return flow is not the Applicant, agreements for return of the water to the Basin should be presented;
- b. An estimate of total return flow by volume in gallons per day or litres per day averaged over a calendar year and as a percentage of Water Diverted including proposed measurement methods;
- c. A description of the discharge location(s) of the return flow;
- d. A description of the anticipated Water quality of the return flow including proposed methods for determining the Water quality;
- e. A description of the Return Flow as identified in Section A.5.c above, including what Water will be returned, where it will be returned, and how it will minimize the portion of Water from outside the Basin.
- f. An estimate of Consumptive Use, including historical information, where applicable. These estimates may be presented in the form of project engineering design plans or utilizing United States Geological Survey's (USGS) compilation of Consumptive Use estimates or other Consumptive Use coefficients. To the extent the Consumptive Use estimates are different than "generally accepted Consumptive Use coefficients," the Application should include a detailed explanation and justification for projected Consumptive Use.

[RefArticle 201 Paragraph 4.c. of the Agreement]

- 4. *The Exception [Diversion] shall be implemented so as to ensure that it shall result in no significant individual or cumulative adverse impacts to the quantity or quality of the Waters and Water Dependent Natural Resources of the Basin with consideration given to the potential Cumulative Impacts of any precedent-setting consequences associated with the Proposal.*

- a. With regard to the Withdrawal, Diversion and return flow identified pursuant to Section A.5 above, provide the following additional information:
  - i. Current conditions regarding hydrologic setting for both groundwater and surface water as well as the connection between the two, water quality and habitat;
  - ii. Statistics on the stream flow, if applicable and available;
  - iii. The relevant aquifer(s);
  - iv. Anticipated individual impacts to the quantity or quality of the Waters and Water Dependent Natural Resources;
  - v. Mitigation measures that will be implemented to prevent or eliminate significant adverse impacts; and
  - vi. An environmental impact assessment or other environmental review of the Proposal, if already prepared under State, Provincial, or federal law.

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- b. The Parties to the Agreement will have the responsibility of conducting Cumulative Impact assessments. To assist with the development of this analysis, provide information about the potential Cumulative Impacts of the Proposal to the quantity or quality of the Waters and Water Dependent Natural Resources of the applicable Source Watershed. Information may also be included on how the Proposal relates to other existing Withdrawals, Diversions and Consumptive Uses for purposes of enabling the Parties to collectively evaluate Cumulative Impacts from this Proposal. The Application should include data and analyses on Cumulative Impacts that are available from the Originating Party. To that end, all Originating Party Cumulative Impact assessments should be included in the Application including but not limited to Cumulative Impact assessments performed pursuant to the Agreement. The Application should also document any mitigation measures required by the Originating Party to address Cumulative Impacts.  
[Ref: Article 201 Paragraph 4.d. and Article 209 Paragraph 6 of the Agreement]

5. *The Exception [Diversion] shall be implemented so as to incorporate Environmentally Sound and Economically Feasible Water Conservation Measures to minimize Water Withdrawals or Consumptive Use.*  
The Application should provide a detailed description of the Environmentally Sound and Economically Feasible Water Conservation Measures that have been and will be implemented to ensure that both existing and the proposed water use will result in efficient water use and reduce water loss or waste. Where a conservation and efficiency plan has been developed it should be provided. The description should outline how such measures are:
  - a. Environmentally Sound;
  - b. Reflect best practices applicable to the water use sector;
  - c. Technically feasible and readily available; and
  - d. Economically Feasible and Cost Effective in comparison to other measures that are technically feasible and available or are best practices applicable to the water use sector, based on an analysis that considers direct and avoided economic and environmental costs. Factors about the particular facilities and processes that will be considered include:
    - i. Potential environmental impact(s);
    - ii. Age of equipment and facilities;
    - iii. Processes employed; and,
    - iv. Potential energy impacts.

[Ref: Article 103 and Article 201 Paragraph 4.e. of the Agreement]

6. *The Exception [Diversion] shall be implemented so as to ensure that it is in compliance with all applicable municipal, State, Provincial and federal laws as well as regional interstate ,inter-provincial and international agreements, including the Boundary Waters Treaty of 1909.*  
Any approval of a Diversion pursuant to the terms of the Agreement or relevant State or Provincial law does not relieve the Applicant or the Originating Party of the responsibility to obtain additional authorizations required for the activity approved

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by the Regional Body or the relevant State or Province. If any environmental permits have already been issued, they should be included in the Application. [Ref: Article 201 Paragraph 4.f. of the Agreement]

7. *Additional Information.*

Provide any other additional information that the Applicant or Originating Party deems relevant for the Regional Body's consideration.

C. Additional Information—Intra-Basin Transfers Exception Applications.

All Applications should include information to show that the Proposal meets the following additional criteria contained in Article 201 Paragraph 2.c. of the Agreement.

1. *The Proposal shall be subject to management and regulation by the Originating Party and shall meet the Exception Standard, ensuring that Water Withdrawn shall be returned to the Source Watershed;*

As part of its Application addressing Section B.3. above, the Applicant should show how water will be returned to the Source Watershed

[Ref: Article 201 Paragraph 2.c.i of the Agreement]

2. *The Applicant shall demonstrate that there is no feasible, cost effective, and environmentally sound water supply alternative within the Great Lake watershed to which the Water will be transferred, including conservation of existing water supplies.*

The Application should include an analysis showing that there is no feasible, cost effective, and environmentally sound water supply alternative, including conservation and efficient use of existing water supplies, within the Great Lake watershed to which the Water will be transferred. Such analysis should address quantity and quality (including treatability) of alternative sources and should describe the rationale for not using the other considered water supply alternatives.

[Ref: Article 201 Paragraph 2.c.ii. of the Agreement]

3. The Application should contain all reports about the Proposal prepared for any other purpose that provide information material to an evaluation of the Proposal.

**Section 200.6.3. Contents of Application for Regional Review for a “Straddling County” Exception to the Prohibition against Diversions.**

This section applies to Applications for an exception to the general prohibition against Diversions (see Article 200, Paragraph 1 of the Agreement) where the underlying Proposal is to transfer Water to a Community within a Straddling County<sup>6</sup> (See Article 201, Paragraph 3 of the Agreement).

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<sup>6</sup> “Community within a Straddling County” means any incorporated city, town or the equivalent thereof, that is located outside the Basin but wholly within a County that lies partly within the Basin and that is not a Straddling Community.

“County” means the largest territorial division for local government in a State. In Québec, County means a regional county municipality (municipalité régionale de comté - MRC). The County boundaries shall be



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Only Proposals to Divert Water solely for Public Water Supply Purposes of a Community within a Straddling County that is without adequate supplies of potable water will be considered under this Section (Article 201, Paragraph 3.a. of the Agreement).

Only the Originating Party may forward Applications to the Regional Body. Applications may not be submitted directly to the Regional Body by the Applicant, but rather must be submitted to the Originating Party.

Any information requested by these Procedures that was not included in the original Application to the Originating Party should be added as an attachment to the original Application as appropriate.

If applicable or necessary, the Applicant should provide a table of contents or index indicating where in the Application the information in response to Sections B and C below is provided. Responses to Section A, and brief descriptions of the information requested in B and C, may be provided as a cover memo.

A. Basic Information. All Applications should include, but not be limited to, the following information:

1. *Information about the Applicant.*
  - a. Name of Applicant;
  - b. Mailing address of Applicant;
  - c. Name of contact person for Application;
  - d. Applicant contact's phone number; and,
  - e. Applicant contact's email address.
  - f. The entity or entities that are participants or otherwise involved in implementing any component of the Proposal, including but not limited to any entity or entities other than the Applicant that will Withdraw the Water, return Water to the Great Lakes – St. Lawrence River Watershed, etc... Information on these entities should include:
    - i. Name of entity;
    - ii. Mailing address of entity;
    - iii. Name of contact person;
    - iv. Entity contact's phone number; and
    - v. Entity contact's email address.

[Ref: Article 103 of the Agreement (“Applicant” definition)]

2. *Identification of the Originating Party, including any and all government offices or partners, the mailing address of the same, the name of the individual authorized to act for the Originating Party, and any other points of contact on behalf of the Originating Party.*

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defined as those boundaries that exist as of the signing date of the Agreement (December 13, 2005).  
(Ref: Article 103 of the Agreement).

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3. *Identification of the specific Exception to the Prohibition of Diversions being applied for.*  
Please note in the Application that the Applicant is seeking an Exception to the Prohibition Against Diversions pursuant to Article 201 Paragraph 3 of the Agreement, entitled “Straddling Counties.”  
[Ref: Article 201 of the Agreement] <sup>7</sup>
  
4. *Timing of Additional Applications.*  
Provide the date of any previous Applications made to the Originating Party within the past 10 years and the daily volume of the water Withdrawal, Consumptive Use or Diversion approved, as applicable. Diversions, Consumptive Uses and Withdrawals that constitute a baseline pursuant to Article 207, Paragraph 1 of the Agreement should not be included in response to this section.  
[Ref: Article 207 Paragraph 2 of the Agreement]
  
5. *Source of the Withdrawal and location of the Diversion.*  
Provide the following:
  - a. Description of the location and source of the Withdrawal. Alternative locations may also be identified, with the preferred location indicated. If multiple wells or pump sites are to be used, provide information for them all.
  - b. To the extent that the local entity that will be making the Withdrawal is not the Applicant, a demonstration that the local entity has sufficient withdrawal capacity to service the Applicant’s needs and is willing to negotiate a purchase contract with the Applicant.
  - c. A map or photo of the area identifying the Source Watershed<sup>8</sup> and proposed location of the Diversion, together with a description of the area that is proposed to receive the Diverted Water and location of the return flow and water supply service area.
  - d. An identification of the Source Watershed. Specify if the source is a groundwater source (and if so, indicate if confined or unconfined), or surface water source (if so, indicate the name of the lake, river, or stream).
  
6. *Total volume of the new or increased Diversion.*  
Identify:
  - a. The total maximum volume of the Diversion over the next 25 years (or the time period required by the Originating Party) as expressed in millions of gallons per

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<sup>8</sup> “Source Watershed” as defined in the Agreement means the watershed from which a Withdrawal originates. If Water is Withdrawn directly from a Great Lake or from the St. Lawrence River, then the Source Watershed shall be considered to be the watershed of that Great Lake or the watershed of the St. Lawrence River, respectively. If Water is Withdrawn from the watershed of a stream that is a direct tributary to a Great Lake or a direct tributary to the St. Lawrence River, then the Source Watershed shall be considered to be the watershed of that Great Lake or the watershed of the St. Lawrence River, respectively, with a preference to the direct tributary stream watershed from which it was Withdrawn.

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day or millions of litres per day averaged over a calendar year as well as over the peak 90 day period during a calendar year.

- b. The expected monthly usage of the Diversion, expressed in millions of gallons and litres per day and information regarding whether the proposed use would be continuous, seasonal or temporary.
- c. The location of the point of measurement of the Diversion, and the technical method to be used for measuring the rate of the Diversion.
- d. The total volume of any existing Diversion listed pursuant Article 207, Paragraph 1 of the Agreement that this Proposal will increase; or, the total volume of any previously approved Diversion that this Proposal will increase, as applicable.

Unless otherwise noted, all rates and volumes should be expressed in millions of gallons and litres per day.

7. *Originating Party Technical Assessments.*

Any technical assessments, including the Technical Review, made by the Originating Party should be included in the Application package.

[Ref: Article 505 Paragraph 1 of the Agreement]

8. *Additional materials from the Originating Party's Administrative Record as appropriate.* The Originating Party should also forward with the Application any other documents or materials used or developed during the Originating Party's review of the Proposal that the Originating Party determines may assist the Regional Body during its review, including any transcript or summary of any consultation that has occurred with federally recognized Tribes as well as First Nations and provincially recognized Métis communities in Canada.

[Ref: Article 504 Paragraph 1 of the Agreement]

B. Exception Standard Criteria. All Applications should include information to show that the Proposal meets the following Exception Standard criteria contained in Article 201 Paragraph 4 of the Agreement.

1. *The need for all or part of the Exception [Diversion] cannot be reasonably avoided through the efficient use and conservation of existing water supplies.*

Applications should include a narrative describing the need for the New or Increased Diversion. This description should include an analysis of the efficiency of current water uses, including the application of Environmentally Sound and Economically Feasible Water Conservation Measures. Such analysis may either be one that the Applicant previously submitted to the Originating Party or creates and submits to the Originating Party for forwarding to the Regional Body.

[Ref: Article 201 Paragraph 4.a. of the Agreement]

2. *The Exception [Diversion] will be limited to quantities that are considered reasonable for the purposes for which it is proposed.*

Applications should include a narrative explaining why the quantities requested in Section A.6.a above are considered reasonable for the purposes for which the Exception is proposed (for example, population projections). To that end, the

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Application should also include a Water use plan. The plan should include: water use and population projections to support the term and daily volumes requested for the time period required by the Originating Party for water use plans, or up to 25 years if no time period is set by the Originating Party; a description of the capacity of the withdrawal, treatment and distribution portions of the system; an assessment of the water use savings of current and proposed water conservation and efficiency programs.

[Ref: Article 201 Paragraph 4.b. of the Agreement]

3. *All Water Withdrawn shall be returned, either naturally or after use, to the Source Watershed less an allowance for Consumptive Use. No surface water or groundwater from outside the Basin may be used to satisfy any portion of this criterion except if it:*
  - a. *Is part of a water supply or wastewater treatment system that combines water from inside and outside of the Basin;*
  - b. *Is treated to meet applicable water quality discharge standards and to prevent the introduction of invasive species into the Basin;*

The Application should include a description of how the Water will be returned.

This description should include:

- a. An explanation of how and when the Water will be returned. To the extent the local entity that will be discharging the return flow is not the Applicant, agreements for return of the water to the Basin should be presented;
- b. An estimate of total return flow by volume in millions of gallons per day or litres per day averaged over a calendar year and as a percentage of Water Diverted including proposed measurement methods;
- c. A description of the discharge location(s) of the return flow;
- d. A description of the anticipated Water quality of the return flow including proposed methods for determining the Water quality;
- e. A description of the Return Flow as identified in Section A.5.c above and Section C.2. below, including what Water will be returned, where it will be returned, and how it will minimize the portion of Water from outside the Basin.
- f. An estimate of Consumptive Use, including historical information, where applicable. These estimates may be presented in the form of project engineering design plans or utilizing United States Geological Survey's (USGS) compilation of Consumptive Use estimates or other Consumptive Use coefficients. To the extent the Consumptive Use estimates are different than "generally accepted Consumptive Use coefficients," the Application should include a detailed explanation and justification for projected Consumptive Use.

[Ref: Article 201 Paragraph 4.c. of the Agreement]

4. *The Exception [Diversion] shall be implemented so as to ensure that it shall result in no significant individual or cumulative adverse impacts to the quantity or quality of the Waters and Water Dependent Natural Resources of the Basin with consideration given to the potential Cumulative Impacts of any precedent-setting consequences associated with the Proposal.*

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- a. With regard to the Withdrawal, Diversion and return flow identified pursuant to Section A.5 above, provide the following additional information:
  - i. Current conditions regarding hydrologic setting for both groundwater and surface water as well as the connection between the two, water quality and habitat;
  - ii. Statistics on the stream flow, if applicable and available;
  - iii. The relevant aquifer(s);
  - iv. Anticipated individual impacts to the quantity or quality of the Waters and Water Dependent Natural Resources;
  - v. Mitigation measures that will be implemented to prevent or eliminate significant adverse impacts; and
  - vi. An environmental impact assessment or other environmental review of the Proposal, if already prepared under State, Provincial, or federal law.
- b. The Parties to the Agreement will have the responsibility of conducting Cumulative Impact assessments. To assist with the development of this analysis, provide information about the potential Cumulative Impacts of the Proposal to the quantity or quality of the Waters and Water Dependent Natural Resources of the applicable Source Watershed. Information may also be included how the Proposal relates to other existing Withdrawals, Diversions and Consumptive Uses for purposes of enabling the Parties to collectively evaluate Cumulative Impacts from this Proposal. The Application should include data and analyses on Cumulative Impacts that are available from the Originating Party, including but not limited to Cumulative Impact assessments performed pursuant to the Agreement. To that end, all Originating Party Cumulative Impact assessments should be included in the Application. The Application should also document any mitigation measures required by the Originating Party to address cumulative impacts.

[Ref: Article 201 Paragraph 4.d. and Article 209 Paragraph 6 of the Agreement]

5. *The Exception [Diversion] shall be implemented so as to incorporate Environmentally Sound and Economically Feasible Water Conservation Measures to minimize Water Withdrawals or Consumptive Use.*

The Application should provide a detailed description of the Environmentally Sound and Economically Feasible Water Conservation measures that have been and will be implemented to ensure that both existing and the proposed water use will result in efficient water use and reduce water loss or waste. Where a conservation and efficiency plan has been developed it should be provided. The description should outline how such measures are:

- a. Environmentally Sound;
- b. Reflect best practices applicable to the water use sector;
- c. Technically feasible and readily available; and
- d. Economically Feasible and Cost Effective in comparison to other measures that are technically feasible and available and/or are best practices applicable to the water use sector, based on an analysis that considers direct and avoided economic and environmental costs. Factors about the particular facilities and processes that will be considered include:

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- i. Potential environmental impact(s);
- ii. Age of equipment and facilities;
- iii. Processes employed; and,
- iv. Potential energy impacts.

[Ref: Article 103 and Article 201 Paragraph 4.e. of the Agreement]

6. *The Exception [Diversion] shall be implemented so as to ensure that it is in compliance with all applicable municipal, State, Provincial and federal laws as well as regional interstate, inter-provincial and international agreements, including the Boundary Waters Treaty of 1909.*

Any approval of a Diversion pursuant to the terms of the Agreement or relevant State or Provincial law does not relieve the Applicant or the Originating Party of the responsibility to obtain additional authorizations required for the activity approved by the Regional Body or relevant State or Province. If any environmental permits or assessments have already been issued, they should be included in the Application.

[Ref: Article 201 Paragraph 4.f. of the Agreement]

7. *Additional Information.*

Provide any other additional information that the Applicant or Originating Party deems relevant for the Regional Body's consideration.

- C. Additional Information – Straddling County Exception [Diversion] Applications. All Applications should include information to show that the Proposal meets the following additional criteria contained in Article 201 Paragraph 3 of the Agreement.

1. *The Water shall be used solely for Public Water Supply Purposes of the Community within a Straddling County that is without adequate supplies of potable water.*

The Application should include:

- a. A statement and demonstration that all the Water diverted will be used solely for Public Water Supply Purposes within the community seeking the Water. It must also be demonstrated that the community is a Community in a Straddling County.
- b. An analysis showing that there are inadequate supplies of potable water available to the community. This analysis may be incorporated and addressed as part of the Applicant's response to Section B.1 above.

[Ref: Article 201 Paragraph 3.a. of the Agreement]

2. *The Proposal meets the Exception [Diversion] Standard, maximizing the portion of water returned to the Source Watershed as Basin Water and minimizing the surface water or groundwater from outside the Basin.*

The Application should include an analysis showing that the return flow maximizes the Basin Water portion returned to the Source Watershed and minimizes water from outside the Basin. This analysis may be incorporated and addressed as part of the Applicant's response to Section B.3 above.

[Ref: Article 201 Paragraph 3(b) of the Agreement]

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3. *There is no reasonable water supply alternative within the basin in which the community is located, including conservation of existing water supplies.*  
The Application should include an analysis of the alternatives must demonstrate that there is no reasonable water supply alternative within the basin in which the community is located, including through the conservation and efficient use of existing water supplies. Such analysis should address quantity and quality (including treatability) of alternative sources and should describe the rationale for not using the other considered water supply alternatives.
  
4. *Caution shall be used in determining whether or not the Proposal meets the conditions for this Exception [Diversion]. This Exception [Diversion] should not be authorized unless it can be shown that it will not endanger the integrity of the Basin Ecosystem.*  
The Application should include an analysis indicating that the Proposal will not endanger the integrity of the Basin Ecosystem. This analysis may be incorporated and addressed as part of the Applicant's response to Section B.4 above.
  
5. *Substantive consideration will also be given to whether or not the Proposal can provide sufficient scientifically based evidence that the existing water supply is derived from groundwater that is hydrologically interconnected to Waters of the Basin.*  
If applicable, the Application should include evidence that the existing water supply is derived from groundwater that is hydrologically interconnected to waters of the Basin.
  
6. The Application should include all reports about the Proposal prepared for any other purpose that provide substantive information material to the evaluation of the Proposal.

**Section 200.7. Notice of Receipt of Application; Technical Reviews.**

1. Within 5 days of receiving an Application from the Originating Party, the Executive Director will give notice of receipt to the other Members and provide each of them with a copy of the Application, including all materials submitted by the Originating Party to the Regional Body pursuant to Section 200.4. Such notice and distribution of materials may be made electronically, including via website.
2. The Executive Director and the Parties will review the Application, and if necessary, request that the Originating Party provide any additional information that any of them believes would be useful for the purpose of determining whether the Proposal meets the criteria in the Agreement. The Originating Party has a duty to provide information reasonably necessary for the Regional Body's review of the Proposal.
3. If the Regional Body concludes that the Application contains insufficient information to determine whether the criteria for the relevant Exception has been met by the Applicant, the Executive Director may request the Originating Party to cure the deficiencies within the time specified in the request. At the end of such period, the Regional Body's review may continue unless the Originating Party requests additional

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time and the Regional Body grants such extension. Such a request may come at any point during the Regional Review period.

4. The Regional Body or any Member may perform its own Technical Review of the Proposal. Unless the Applicant or the Originating Party otherwise requests, all technical reviews should be completed no later than 60 days after the Secretariat determines and notifies the Regional Body that the Originating Party's Application to the Regional Body is complete and includes all necessary information for the review. This 60-day period, as well as any corresponding public comment period, may be extended at the discretion of the Regional Body upon request of the Applicant or the Originating Party.
5. Any extension of time granted for the purposes of curing deficiencies in an Application results in a corresponding extension of all relevant timelines for all steps of the Regional Review process, including such timelines as are contained in these Procedures.

**Section 200.8. Federally recognized Tribes in the U.S. as well as First Nations and provincially recognized Métis communities in Canada Notice and Involvement.**

1. The Executive Director on behalf of the Regional Body, will provide notice to federally recognized Tribes as well as First Nations and provincially recognized Métis communities in Canada within the Basin of the opportunity to comment, pursuant to Section 200.9 of these Procedures, in writing to the Regional Body on whether the Proposal meets the relevant criteria in the Agreement. The Executive Director should provide such notice within 10 days after receiving an Application from the Originating Party.
2. Such notice to federally recognized Tribes as well as First Nations and provincially recognized Métis communities in Canada will be provided separate from the notice provided to the general public. The principal purpose of the notice will be to provide federally recognized Tribes as well as First Nations and provincially recognized Métis communities in Canada the opportunity to comment with respect to whether the Proposal meets the requirements of the Agreement's Standard.
3. The notice to federally recognized Tribes as well as First Nations and provincially recognized Métis communities in Canada will include, to the extent available, the following:
  - a. Designation of a time reserved for federally recognized Tribes as well as First Nations and provincially recognized Métis communities in Canada to exercise the participatory rights described in Sections 201.3, 201.4.f, and 201.6.
  - b. The date and time as well as the logistics for attending any public briefing, public meeting and/or public hearing set pursuant to Section 201.2 of these Procedures and an invitation to attend.
  - c. A description of the Proposal and its purpose; the requested Water Withdrawal, Diversion and Consumptive Use amounts; the location(s) where copies of the Application and all other relevant documents, including the Originating Party's Proposed Declaration of Finding, are available for review; the time periods in which these documents will be available for review, the deadline for submitting any comments regarding the Proposal and the manner of submitting comments; the address, electronic mail address, and phone number of Regional Body Members;



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and how a copy of the Application and other documents submitted by the Originating Party may be obtained.

4. The Executive Director, on behalf of the Regional Body, also will inform the federally recognized Tribes as well as First Nations and provincially recognized Métis communities in Canada of public hearings or meetings set pursuant to Section 201.2 of these Procedures and invite them to attend.
5. The Regional Body will reserve a separate time for federally recognized Tribes as well as First Nations and provincially recognized Métis communities in Canada, before or after any public briefing or meeting, to discuss the Proposal with the Regional Body. (*See* Section 201.1.3 of these Procedures).
6. The Executive Director will forward the comments that it receives from federally recognized Tribes as well as First Nations and provincially recognized Métis communities in Canada under this Section to the Members including the Originating Party for their consideration before the Regional Body issues a Declaration of Finding.
7. The Regional Body should consider the comments that it receives from federally recognized Tribes as well as First Nations and provincially recognized Métis communities in Canada under this Section before issuing its Declaration of Finding, and, where applicable, respond to such comments in the Declaration of Finding (*see* Section 201.4.5 of these Procedures).

**Section 200.9. General Notice and Opportunity to Comment.**

1. The Executive Director, on behalf of the Regional Body, will provide notice to the public of all Proposals submitted to the Regional Body for Regional Review. Such notice will state that the public has an opportunity to comment in writing to the Regional Body on whether the Proposal meets the relevant criteria in the Agreement. Notice will be provided through the Regional Body website and sent to interested Persons in accordance with a list of such Persons compiled by the Regional Body. Any interested Person may have his or her name added to the list by informing the Executive Director. The Executive Director will provide such notice within 10 days after receiving the Application from the Originating Party.
2. Each Party will also take actions to ensure that the public within their jurisdiction has an opportunity to comment during the public comment period. Such actions may include providing direction to the members of that jurisdiction's public on how to submit comments to the Regional Body, or hosting a public meeting pursuant to these Procedures.
3. All notices issued under this Section will contain a description of the Proposal, its purpose, requested Water Withdrawal, Diversion and Consumptive Use amounts, location(s) and time periods for review of the Application and all other relevant documents available for review, as well as the time period during which written comments will be accepted, the manner of submitting such comments, person to which they will be addressed and the street address, post office box office and the electronic mail address and phone number of the Executive Director.
4. All documents relevant to the Proposal, including all materials submitted to the Regional Body pursuant to Section 200.4, all completed Technical Reviews, and the Originating Party's proposed Declaration of Finding will be made available to the public by posting the documents on the Regional Body's website whenever feasible,

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offering the documents for inspection at the offices of the Secretariat and, where feasible, designated offices of the Parties, and providing copies of the documents upon request at a reasonable fee.

5. The Regional Body will hold a public meeting to Section 201.1 within the jurisdiction of the Originating Party. In addition, the Regional Body may host a public meeting in person, telephonically or by other means, in other Parties' jurisdictions at the respective Member's request in order to receive comment regarding whether the Proposal under consideration meets the relevant criteria in the Agreement.
6. The Regional Body will consider the comments received before issuing a Declaration of Finding.
7. The Secretariat will forward the comments it receives to the Members of the Regional Body. The comments will also be made publicly available in the manner provided in Section 200.9.1.

**Section 201. Process for Review of and Meetings on Proposals.**

**Section 201.1. Public Meetings on Proposals.**

1. A public meeting as referenced in Section 200.9.5 may take a variety of formats, including, as appropriate, providing informational presentations and opportunities for both written and oral comment. The format and procedures for the public meeting will be developed in conjunction with the host jurisdiction Party.
2. Either a record or written summary of comments received from the public, including oral comments or summaries drafted by Members of the Regional Body, will be forwarded by the Secretariat to the Members of the Regional Body and will be incorporated into the administrative record.
3. The Regional Body will reserve a separate time for federally recognized Tribes as well as First Nations and provincially recognized Métis communities in Canada, before or after any public briefing or meeting, to discuss the Proposal with the Regional Body.

**Section 201.2.—Left Intentionally Blank.**

**Section 201.3. Optional Joint Public Meetings.**

1. Any public meeting held pursuant to Section 201.1 may be held concurrently with any similar public meeting held by the Council or a Party to the Agreement or the Compact.
2. The Regional Body may request that any two or more public meetings, including meetings held by the Council, to be consolidated where they involve a common or related question of law or fact.

**Section 201.4. Process for Review of Proposals.**

1. The Regional Body will review all Proposals in the manner as set forth in Chapter 5 of the Agreement and these Procedures before issuing a Declaration of Finding.
2. The Regional Body will hold a public meeting in accordance with Section 201.1 of these Procedures before issuing a Declaration of Finding.
3. Unless the Originating Party otherwise requests, the Regional Body will endeavor to meet and act upon all Proposals within 90 days of the Regional Body's receipt of the Application.

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4. The Declaration(s) of Finding should be based on consideration of the Proposal and all supporting information, the Originating Party's Technical Review and any other Technical Reviews that are performed by the Regional Body or a Party, any comments received during the comment process, including the comments made by the public, federally recognized Tribes as well as First Nations and provincially recognized Métis communities in Canada and any other information provided to the Regional Body or any Member under the Agreement. Where appropriate, the Declaration of Finding will include findings of fact, conclusions of law and a "comment and response" section that provides a summary of comments received from federally recognized Tribes as well as First Nations and provincially recognized Métis communities in Canada and the public, as well as any response to such comments. In addition, all documents upon which the Regional Body relied or which the Regional Body otherwise considered in drafting the Declaration of Finding should be included in an administrative record.
5. Upon the issuance of one or more Declaration(s) of Finding by the Regional Body, the Executive Director should provide notice to the Applicant and Members of such action. The Secretariat will also give notice to the public, federally recognized Tribes as well as First Nations and provincially recognized Métis communities in Canada in the same manner in which notice of opportunity to comment in writing was provided. All such notices will include the text of the Declaration(s) of Finding. The Executive Director should endeavor to provide all such notices within 10 days of such issuance of Declaration(s) of Finding. In addition, the Secretariat will post the notice and text of the decision on the Regional Body's website.
6. The Regional Body may suspend the review of any Proposal under this Part if the Proposal is subject to the lawful jurisdiction of any Party or any political subdivision thereof, and such Party or political subdivision has disapproved or denied the Proposal. Where such disapproval or denial is reversed on appeal, the appeal is final, and the Originating Party provides the Regional Body with a certified copy of the decision, the Regional Body may resume its review of the Proposal. Where, however, a Proposal has been suspended hereunder for a period greater than three years, the Regional Body may terminate its review and notify the Originating Party of such termination. The Originating Party may reactivate the terminated Proposal by reapplying to the Regional Body, providing evidence of its receipt of all necessary governmental approvals and, at the discretion of the Regional Body, submitting new or updated information.
7. The Regional Body may extend the review of a Proposal under this Part by unanimous consent of the Members, after consultation with the Applicant.