Frequently Asked Questions (FAQ’s)

Water Diversion Registration Reporting

Contact: [DEEP.WaterUseReport@ct.gov](mailto:DEEP.WaterUseReport@ct.gov) / 860-424-3020

Reporting Need

*1. Do I need to report my diversion if it was registered with a “0” capacity or withdrawal value because it was an unproductive well at time of registration?*

Yes, you need to submit a report for each registered consumptive diversion. However, we recommend surrendering any consumptive diversion registered with a “0” capacity since activating any such registration would require a diversion permit which would supersede the registration.

*2. Do I need to report my diversion if it doesn’t involve a withdrawal of water such as a transfer of water from one reservoir to another via gravity flow?*

For registrations involving impoundments or structures that pass water downstream within the same basin (such as blow-offs or in-line reservoirs), a one-time submittal of a list of such non-consumptive diversions would suffice, since the status wouldn’t change over time.

*3. Do I need to report my registration if it was only for the purpose of impounding a stream?*

No, this would be a non-consumptive diversion which does not involve a consumptive withdrawal, and therefore wouldn’t require annual reporting.

*4. Do I need to report an emergency interconnection that is used very infrequently?*

Only a list of such registered diversions would be required to be submitted annually if the interconnection was not used during the reporting year. However, full reporting forms will be expected if the interconnection was activated during the reporting period.

*5. Do I need to report a registered transfer from one reservoir to another?*

Reporting is needed if the transfer moves water out of the local basin. For transfers within the **local** basin, submittal of a one-time list of such registered diversions will be sufficient, since the status wouldn’t change over time. This would also include blow-offs, canals and tunnels.

Report Submission

*6. Can I submit a single transmittal form for multiple reports?*

An accompanying transmittal form is no longer required if the form, with its certification language, is properly signed.

*7. Is an electronic signature on a copy of the submitted reporting form acceptable in lieu of a wet signature on a .pdf version of the form?*

Yes. Electronic signature on the reporting form will be accepted pursuant to Section 1-272 CGS. The currently required .pdf copy of the form will not be needed when an electronic signature is used on reporting form.

*8. Is a .pdf version of the reporting form necessary for the annual reporting submittal package?*

As long as an electronic signature is provided on the submitted reporting form, a .pdf version is not necessary.

*9. Can multiple sources be reported on a single Excel spreadsheet as separate tabs?*

No. At present*,* ourupload process requires a separate form for each registration.

Reporting Format

*10. Can I modify the reporting form for unique circumstances (e.g. stream flow/ground water monitoring data)?*

No. Now that the reporting forms will be “read” by computer for upload to database, a standard, unaltered form as downloaded from [the DEEP website](https://portal.ct.gov/DEEP/Water/Diversions/Water-Diversion-Reporting) will need to be submitted. We will work with individuals that have modified the forms for permit reporting to develop an alternative. Such requests may be sent to our reporting program at [DEEP.WaterUseReport@ct.gov](mailto:DEEP.WaterUseReport@ct.gov) or call 860-424-3020 for more information.

*11. Can a single list of any inactive registration be submitted in lieu of reporting forms with all “0”s? For example – a well or reservoir not currently in use, but planned for use in the future.*

Yes, a single list of registered diversions that have not been used at all within the reporting year may be submitted annually in lieu of a full reporting form.

*12. Can multiple wells in a wellfield be reported as a single, total combined amount particularly given that, for good reason, aggregate wellfield registration amounts are sometimes* ***higher*** *than sum of their individual wells?*

Yes. This is acceptable for registration reporting, however, diversion **permit** reports must align with the sources as authorized in the permit.

*13. Can I estimate my withdrawal if I don’t have a meter to measure flow?*

Yes, engineering estimates of withdrawals or discharges may be permitted in the absence of a meter (22a-368(a)(b) CGS), however the Department must ensure the methodology is appropriate for the site. An early determination will facilitate data collection and reporting, so we encourage submission of estimation methods as soon as possible. Such submissions may be sent to our reporting program at [DEEP.WaterUseReport@ct.gov](mailto:DEEP.WaterUseReport@ct.gov) or call 860-424-3020 for more information.

Other

*14. What is the difference between a consumptive diversion and a non-consumptive diversion?*

Generally speaking, consumptive diversions involve the withdrawal of surface or ground water, or the transfer of water from one public water supply distribution system to another. Common consumptive diversions are pumping of wells for drinking water supply, pumping of irrigation water from a pond, or an interconnection between two water companies.  Non-consumptive diversions are those that alter a watercourse and don’t involve the withdrawal of water for use, such as stream impoundment, relocation, and piping; or pond enlargement and dredging.

*15. How do I surrender a registration I no longer use and won’t be using in the future?*

Please contact us at [DEEP.WaterUseReport@ct.gov](mailto:DEEP.WaterUseReport@ct.gov) or by phone at 860-424-3020 to request a surrender form. Once completed, signed and returned, the registration will be given a status of “surrendered” and no annual reports will be required.

*16. Will changes to my registered diversion made through a “petition to correct” approved by the department be acknowledged?*

Yes, the department will acknowledgement such **approved** petitions. If lists recently sent to registrants as part of our 9/30/19 mailing don’t reflect later petition approvals, please provide the documentation to our reporting program at [DEEP.WaterUseReport@ct.gov](mailto:DEEP.WaterUseReport@ct.gov) so we can update our files. See Section 22a-377(c)-1(c)(4) RCSA for more information on the “petition to correct” process.

*17. Due to modifications I made to my registered diversion after the 1983 registration process, this diversion has been incorporated into, and superseded by, a diversion permit with its own reporting requirements. Do I report under the permit or registration?*

Reporting should be done pursuant to the superseding permit and not the incorporated registration(s), unless the permit has no reporting requirements, in which case reporting is done under the registration.

(May 19, 2020)