

Frequently Asked Questions (FAQ's)
Water Diversion Registration Reporting

Contact: 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?

Yes, a reporting form is required for each registration regardless if water was used in the reporting year or not.

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 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 of the Connecticut General Statutes](#).

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

No. At present, our upload 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. A standard, unaltered form as downloaded from [the DEEP website](#) will need to be submitted.

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.

No, a reporting form must be submitted for each registration regardless of the use status for the reporting year.

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 pursuant to [22a-368\(a\)\(b\) of the Connecticut General Statutes](#), 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 or call 860-424-3020 for more information.

Other

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

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 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. A diversion permit will be needed to use the diversion again in the future.

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

Yes, the department will acknowledge such **approved** petitions. If DEEP records do not reflect later petition approvals, please provide the documentation to our reporting program at DEEP.WaterUseReport@ct.gov so we can update our files. See [Section 22a-377\(c\)-1\(c\)\(4\) of the Regulations of Connecticut State Agencies](#) 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.