

New York State Department of Environmental Conservation

Division of Water

Bureau of Water Resource Management, 4th Floor

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Alexander B. Grannis
Commissioner

Dear Water Withdrawer:

Although New York is fortunate to have plentiful water resources, demands on these resources are increasing substantially. These demands include population growth; increased water use for commercial, industrial, and drinking water supplies; and pressures to keep water instream for fisheries and the environment. In order to gain more complete information for managing our water resources, recently passed legislation requires that all significant water withdrawers in New York State report their usages to the Department of Environmental Conservation (Department) on an annual basis.

Reporting of significant water withdrawals is already occurring in some portions of the state such as the Great Lakes and Susquehanna basins. Expanding this policy statewide is critical to ensuring long-term supplies of water to meet needs within the state.

As authorized by Title 33 of Environmental Conservation Law Article 15, any person who withdraws or is operating any system or method of withdrawal that has the capacity to withdraw more than 100,000 gallons of groundwater or surface water per day shall file a report with the Department.

The first of these annual reports must be filed on or before February 1, 2010. Each annual report, except for those pertaining to withdrawals for agricultural or public water supply purposes, must also include a fee of fifty dollars payable to the Department of Environmental Conservation (NYSDEC).

Only facilities that actually withdraw water need to report their annual data. Water amounts purchased from another entity will be reported by that party. The form needed to report this information can be found by accessing our webpage at: <http://www.dec.ny.gov/lands/55509.html>. It can be completed by hand and mailed to the Bureau of Water Resource Management or, preferably, it can be completed and submitted electronically.

The first annual report, which is due in 2010, will need to include data only from May, 2009 through December, 2009. However, if data on additional monthly water withdrawals are available, please include it. Subsequent annual reports must include twelve months of data.

Thank you for your cooperation. If you have questions or need further assistance submitting your data, please contact Richard Kruzansky at (518) 402-8182.

Sincerely,

Michael Holt, P.E.

Chief, Water Quantity Management Section
Bureau of Water Resource Management

