

Vermont Wetlands Program General Permit Qualification Form

Under Sections 9
of the Vermont Wetland Rules



VERMONT DEPARTMENT OF
ENVIRONMENTAL CONSERVATION
WATERSHED
MANAGEMENT DIVISION
WETLANDS PROGRAM

1. General Permit Eligibility Checklist:

If you cannot verify all of the following, stop and proceed to the Individual Permit Application.

- The activity does not qualify as an Allowed Use under [Section 6](#) of the Vermont Wetland Rules.
- The activity does not need additional conditions to protect functions and values.
- All impacts have been avoided and minimized to the greatest extent possible.
- The wetland complex is not significant for Function 5.5 Exemplary Wetland Natural Community or 5.6 Rare, Threatened and Endangered Species Habitat, or applicant has received a waiver letter from VT Fish and Wildlife. (attach waiver)
- The activity is not located in or adjacent to a [vernal pool, fen, or bog](#).
- The wetland is not at or above 2,500' in elevation (headwaters wetland).
- The project is not located in a Class I wetland or associated buffer zone.
- The activity is not an as-built project that constitutes a violation of the Vermont Wetland Rules.
- The activity is not associated with an activity which received a Wetland Permit.

2. Project Type *(as described in the General Permit)*

3. Wetland Type Proposed for Impact

4. 50ft Wetland Buffer Proposed for Impact

5. **Activity Threshold** *based on the selections above, select the appropriate threshold. If the activity is greater than the thresholds below, stop and proceed to the Individual Permit Application. eg: Project type is non-linear, wetland and buffer type is managed and natural, and total impacts are 700 sqft → choose option (d) below.*

- (a) The total activity impacts proposed are <3,000 square feet of managed wetland or buffer **and** will not exceed 999 square feet of natural wetland or buffer **and** will not exceed 149 square feet of surface water margins.
- (b) The activity is associated with a linear project **and** total activity impacts proposed are <5,000 square feet of managed wetland or buffer **and** will not exceed 2,999 square feet of natural wetland or buffer **and** will not exceed 149 square feet of surface water margins.

6. **Section 8B Specific Activity Best Management Practices** *All permittees covered under the VT Wetland General Permit must implement best management practices (BMP) under section V. of the permit. Here, identify if the proposed activity must implement special BMPs in accordance with Section 8B*

- 8B(a) Placement, relocation, removal, or upgrade of overhead utility lines
- 8B(b) Installation of underground facilities including utilities, dry hydrants, foundation drains, and wells
- 8B(c) Activities in surface water body margins
- None Apply

The Secretary may require a person applying for an authorization under a general permit to apply for an individual permit. VWR §9.8. Contact your District Ecologist to verify eligibility before submittal.

Vermont Wetlands Program Permit Application Database Form

Under Sections 8 and 9
of the Vermont Wetland Rules



Application Submittal Instructions
<ul style="list-style-type: none"> ■ If submitting via US post, include a check in the correct fee amount made payable to the “State of Vermont,” and a CD for applications that contain large files (1 MB or greater). <div style="margin-left: 40px;"> Mail to: Vermont Wetlands Program Watershed Management Division One National Life Drive, Main 2 Montpelier, VT 05620-3522 </div> ■ Applications can also be submitted via email to the following address: anr.wsmdwetlands@vermont.gov <ul style="list-style-type: none"> ■ If submitting via email, please mail a check in the correct fee amount, made payable to the “State of Vermont,” and a copy of the Vermont Wetlands Program Application Database Form (this page) to the address provided above. <i>It is not necessary to mail in a copy of the complete application.</i>

Applicant Name:	Application Preparer Name:
Town where project is located:	County:
Span#:	Vermont Wetlands Project (VWP)# if Known:
Project Location Description: <i>911 street address or direction from nearest intersection</i>	
Brief Project Summary:	
Application Type: <input type="checkbox"/> Individual Permit (multiple wetlands) <input type="checkbox"/> After the Fact Permit <input type="checkbox"/> Wetland Determination <input type="checkbox"/> Individual Permit (single wetland) <input type="checkbox"/> General Permit Coverage Authorization <input type="checkbox"/> Permit Amendment: VWP Project # _____	
Existing Land Use Type(s): <i>(Check all that apply)</i> <input type="checkbox"/> Residential (single family) <input type="checkbox"/> Residential (subdivision) <input type="checkbox"/> Undeveloped <input type="checkbox"/> Agriculture <input type="checkbox"/> Transportation <input type="checkbox"/> Forestry <input type="checkbox"/> Parks/Rec/Trail <input type="checkbox"/> Institutional <input type="checkbox"/> Industrial/Commercial	
Proposed Land Use Type(s): <i>(Check all that apply)</i> <input type="checkbox"/> Residential (single family) <input type="checkbox"/> Residential (subdivision) <input type="checkbox"/> Undeveloped <input type="checkbox"/> Agriculture <input type="checkbox"/> Transportation <input type="checkbox"/> Forestry <input type="checkbox"/> Parks/Rec/Trail <input type="checkbox"/> Institutional <input type="checkbox"/> Industrial/Commercial	
Proposed Impact Type(s): <i>(Check all that apply)</i> <input type="checkbox"/> Buildings <input type="checkbox"/> Utilities <input type="checkbox"/> Parking <input type="checkbox"/> Septic/Well <input type="checkbox"/> Stormwater <input type="checkbox"/> Driveway <input type="checkbox"/> Park/Path <input type="checkbox"/> Agriculture <input type="checkbox"/> Pond <input type="checkbox"/> Lawn <input type="checkbox"/> Dry Hydrant <input type="checkbox"/> Beaver Dam Alteration <input type="checkbox"/> Silviculture <input type="checkbox"/> Road <input type="checkbox"/> Aesthetics <input type="checkbox"/> No Impact <input type="checkbox"/> Other: _____	
Wetland and Buffer Impact Type: <i>(Check all that apply)</i> <input type="checkbox"/> Dredge <input type="checkbox"/> Drain <input type="checkbox"/> Cut Vegetation <input type="checkbox"/> Stormwater <input type="checkbox"/> Trench/Fill <input type="checkbox"/> Other: _____	
Wetland Delineation Date(s):	

Wetland Improvements	Buffer Zone Improvements	Reason for Improvements
Restoration: s.f.	Restoration: s.f.	<input type="checkbox"/> Correction of Violation <input type="checkbox"/> To offset permit impacts <input type="checkbox"/> Voluntary
Creation: s.f.	Creation: s.f.	
Enhancement: s.f.	Enhancement: s.f.	
Conservation: s.f.	Conservation: s.f.	

Wetland Impact Fee Calculations: <i>Round to the nearest square foot. Fees will auto-calculate.</i>		
Total Wetland Impact (minus linear clear, including ATF)	square feet (s.f.)	Wetland Impact Fee: (\$0.75/sf) \$
Total Wetland Clearing (qualified linear projects only)	square feet (s.f.)	Wetland Clearing Fee: (\$0.25/sf) \$
After The Fact Wetland Impact (to correct a violation)	square feet (s.f.)	After the Fact Wetland Fee: (0.75/sf) \$ <i>(Required for after the fact permit applications)</i>

Total Buffer Zone Impacts and Calculations: <i>Round to the nearest square foot</i>		
Total Buffer Zone Impact	square feet (s.f.)	Buffer Impact Fee: (\$0.25/sf) \$

Additional Fees		
	Agricultural Crop Conversion <i>Check here:</i> <i>(Flat fee of \$200.00)</i>	\$
	Minimum Application Fee: (\$50.00) <i>Required when total impact fee is less than \$50.00</i>	\$
	Administrative Fee:	\$

Make Checks Payable to: State of Vermont	Total Check Amount:	\$
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Application for Authorization Under the Vermont General Wetland Permit and Determination Petition

Under Sections 8 and 9
of the Vermont Wetland Rules



Applicant Information: <i>If the applicant is someone other than the landowner, the landowner information must be included below</i>			
Applicant Name:			
Address:	City/Town:	State:	Zip:
Phone Number:	Email Address:		
Applicant Certification: By signing this application you are certifying that all of the information contained within is true, accurate, and complete to the best of your knowledge. Original signature is required.			
Applicant Signature: _____		Date: _____	

Landowner Information: <i>Landowner must sign the application. If landowner is different from the applicant this section must be filled out</i>			
<input type="checkbox"/> Check this box if landowner is the same as the applicant			
Landowner Name:			
Address:	City/Town:	State:	Zip:
Phone Number:	Email Address:		
Landowner Easement: <i>Attach copies of any easements, agreements, or other documents conveying permission, and agreement with the landowner stating who will be responsible for meeting the terms and conditions of the permit. List the attachment for this information in this section. Describe the nature of the agreement or easement in the space provided below:</i>			
Landowner Certification: By signing this application you are certifying that all the information contained within is true, accurate, and complete to the best of your knowledge. Original signature is required.			
Landowner Signature: _____		Date: _____	

Application Preparer Information: <i>Consultant, engineer, or other representative that is responsible for filling out the application, if other than the applicant or landowner.</i>			
Application Preparer Name:			
Address:	City/Town:	State:	Zip:
Phone Number:	Email Address:		
Application Preparer Certification: By signing this application you are certifying that all of the information contained within is true, accurate, and complete to the best of your knowledge. Original signature is required.			
Application Preparer Signature: _____		Date: _____	

Handwritten signatures are also accepted.

<p>1. Location of wetland and project: (Individual Permit Application [IPA] Section 1) <i>Location description should include the road the wetland is located on, the compass direction of the wetland in relation to the road, 911 street address if available, and any other distinguishing features.</i></p>	
<p>2. Program Contact: (IPA Section 2) <i>Indicate here if you have been in contact with the Wetlands Program before the application submittal.</i></p>	
<p>2.1 Date of Interaction with State Wetland Ecologist</p>	<p>2.2. State Wetland Ecologist Name</p>

<p>3. Wetland Classification: (IPA Section 3)</p>
<p>3.1. The wetland is a class II wetland because: (IPA Section 3.1)</p>
<p>3.2. Section 4.6 Presumption (IPA Section 3.2) <i>If the wetland meets the Section 4.6 Presumption, it does so because:</i></p>

<p>4. Description of Entire Wetland: (IPA Section 4) <i>Answer the following questions regarding the entire wetland, which includes all wetland areas connected to the wetland area proposed for impact. Answers may be estimates based on desktop review when wetland extends past the investigation area (parcel boundary). Specific questions about the wetland in the project area will follow.</i></p>
<p>4.1. Size of Complex in Acres: (IPA Section 4.1) <i>The size of the complex can be obtained from the Wetland Inventory Map for mapped wetlands, or best estimation based on review of aerial photography or site visit. This is not the size of the of the delineated wetland on the subject property unless the entirety of the wetland is represented in the delineation.</i></p>
<p>4.2. Vegetation Cover Types Present: (IPA Section 4.2) <i>List all wetland types in the entire wetland and their percent cover. For example: 50 acres of softwood forested swamp; or 30% scrub swamp, 70% emergent wetland</i></p>
<p>4.3. Pre-project Cumulative Impacts to the Wetland: (IPA Section 4.7) <i>Identify any cumulative ongoing impacts outside of the proposed project that may influence the wetland. Examples include but are not limited to: Wetland encroachments on and off the subject property, land use management in or surrounding the wetland, or development that influences hydrology or water quality. List any past Vermont Wetland Permits or CUD's related to this property.</i></p>

<p>5. Context of Subject Wetland: (IPA Section 5.1) <i>Describe where the subject wetland is in the context of the larger wetland or wetland complex described above. For example: Upslope/downslope, narrow eastern "finger", 400 ft. from open water portion.</i></p>

<p>6. Subject Wetland Vegetation: (IPA Section 5.3) <i>List dominant wetland vegetation cover type and associated dominant plant species. For example: emergent marsh with cattails; forested swamp dominated by red maple and yellow birch; shrub swamp dominated by speckled alder and peat moss; wet meadow dominated by reed canary grass.</i></p>

7. Buffer Zone: (IPA Section 5.6)
 Describe the buffer zone of the subject wetland

7.1 Buffer Land Use: (IP Section 5.6.1)
For example: Mowed shoulder, forested, old field, paved road, and residential lawns, etc.
 Describe any previous and ongoing disturbance in the buffer zone.

8. Wetland Function Summary: (IPA Section 6)
 Check which functions are present in the wetland complex

<input type="checkbox"/> Flood/Storm Storage	<input type="checkbox"/> RTE Species
<input type="checkbox"/> Surface & Groundwater Protection	<input type="checkbox"/> Education & Research
<input type="checkbox"/> Fish Habitat	<input type="checkbox"/> Recreation/Economic
<input type="checkbox"/> Wildlife Habitat	<input type="checkbox"/> Open Space/Aesthetics
<input type="checkbox"/> Exemplary Natural Community	<input type="checkbox"/> Erosion Control

9. Overall Project Description: (IPA Section 17)
9.1. Overall Project Purpose: (IPA Section 17.1)
 Description of the basic project.
For example: six-lot residential subdivision; expansion of an existing commercial building, building a single family residence.

10. Project Details: (IPA Section 18)
 Provide details regarding specific impacts to the wetland and buffer zone.

10.1. Specific Impacts to Wetland and Buffer Zone Dimensions: (IPA Section 18.1)
 List portions of the project that will specifically impact the wetland or buffer zone and their dimensions.
For example: driveway crossing with 16' wide fill, installation of buried sewer force main with 5' trench including fill footprint.

10.2. Bridges and Culverts: (IPA Section 18.2)
 Culvert circumference, length, placement and shapes, or bridge details. List any stream alteration permits that are required or obtained where perennial streams or rivers are involved.

11. Wetland and Buffer Zone Impacts: (IPA Section 19)

11.1. Wetland Impacts: (IPA Section 19.1)

Summarize the square footage of impact in the appropriate category. **Round to nearest square foot**

Permanent Wetland Fill	s.f.
Temporary Wetland Impact	s.f.
Other Permanent Wetland Impact <i>(this number includes clearing of woody vegetation, dredging, and does not include fill)</i>	s.f.
Total Wetland Impact:	s.f.

Describe in detail the proposed impact to wetlands

For example: Fill for road crossing, temporary impacts for trench and fill related to utility installation.

11.2. Buffer Zone Impacts: (IPA Section 19.2)

Summarize the square footage of impact in the appropriate category.

Temporary Buffer Impact	s.f.
Permanent Buffer Impact	s.f.
Total Buffer Impact:	s.f.

Describe in detail the proposed impact to buffer zones

For example: Addition of fill along roadway embankment extending into buffer zone.

11.3. Cumulative Impacts: (IPA Section 19.3)

List any potential cumulative or ongoing, direct and indirect impacts on the functions of the wetland.

For example: Increased noise from parking lot, vegetation management, inputs from stormwater pond outlet, reduction in flood storage volume from the addition of fill from the project.

<p>12. Mitigation Sequence: <i>(IPA Section 20)</i> <i>Please refer to Section 9.5b of the rules on Mitigation Sequencing for this section.</i></p>
<p>12.1. Avoidance of Wetland Impacts: <i>(IPA Section 20.1)</i></p>
<p>12.1.1. Can the activity be located on another site owned or controlled by the applicant, or reasonably available to satisfy the basic project purpose? If not, indicate why. Cite any alternative sites and explain why they were not chosen.</p>
<p>12.1.2. Can the proposed activity be practicably located outside the wetland/buffer zone? If not, indicate why. Explain the alternatives you have explored for avoiding the wetland and buffer onsite, And why they are not feasible.</p>
<p>12.2. Avoidance to the Impact to Functions and Values: <i>(IPA Section 20.2)</i></p>
<p>12.2.1. If the proposed activity cannot be practicably located outside the wetland/buffer zone, have all practicable measures been taken to avoid adverse impacts on protected functions?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>12.2.2. What design alternatives were examined to avoid impacts to wetland function? <i>For example: Use of matting, relocation of footprint, etc.</i></p>
<p>12.2.3. What steps have been taken to minimize the size and scope of the project to avoid impacts to wetland functions and values? Include information on project size reduction and relocation.</p>
<p>12.2.4. Explain how the proposed project represents the least impact alternative design. Explain why other alternatives, which you described above, were not chosen.</p>

13. Wetland Determination: (IP Section 21)

If the application involves a wetland determination please answer the following.

- Wetland is mapped or contiguous to the Vermont Significant Wetland Inventory Map
- Wetland is not mapped on or contiguous to the Vermont Significant Wetland Inventory Map

13.1. Reason for Petition: (IP Section 21.1)

Please choose one from the dropdown menu.

13.3. Determination Narrative: (IP Section 21.2)

Please provide any narrative to support the petition for a wetland determination here, including previous decisions by the Secretary or Water Board. Determinations are made based on an evaluation of the functions and values present. Here add narrative description on the functions listed in section 8 of this application and described in section 5 of the Vermont Wetland Rules. **For example:** Wetland provides water storage and surface water protection because it is large in size, concave, and naturally vegetated.

14. Supporting Materials: (IP Section 22)

****ADDITIONAL MATERIALS REQUIRED TO CALL APPLICATION COMPLETE**

14.1. **Location Map: (IP Section 22.1)

Provide a location map that is 8 1/2" x 11" and separate from any site plans. The Vermont Natural Resources Atlas is appropriate using USGS topography map base layer, roads, and VSWI wetlands.

Date	Title

14.2. **Site Plan(s): (IP Section 22.2)

Please list by date, date of last revision, author, and title. Plans must include wetland delineation and buffer zones, limits of disturbance, erosion controls, building envelopes, and any permanent memorialization.

Title	Author	Date	Last Revision Date

14.3. Other Supporting Documents: (IP Section 22.5)

Provide any other documentation that supports the application. **Examples include but are not limited to:** Photographs, easements, agreements, restoration/plan, GIS shapefiles, additional ACOE forms.

Date	Last Revision	Author	Title