

Coordination with the Shoreland Program
July 1, 2014

Note this procedure does not apply to the replacement of a wastewater system or water supply when there is no other construction proposed on the lot. These permits will be issued without prior notification but we will send a copy of the permit to the Shoreland Program.

1. WW Permit Applications:

- (A) We will advise the landowner of the Shoreland Program's jurisdiction for clearing and impervious surface within 250 feet of the shoreline of lakes and ponds greater than 10 acres in surface area. The 250 foot setback is known as the "protected shoreland area".
 - (i) We will advise them that we can conduct our review and hold our WW Permit application in pending status until receipt of a determination by the Shoreland Program (no permit required, permit required or registration required) if the landowner or Licensed Designer requests that in writing.
 - (ii) The advantage for the landowner to wait is that they will receive our permit without needing to submit an amendment application to redesign the wastewater system or water supply to comply with the requirements of the Shoreland Program. Issuing our permit may result in unintended consequences regarding the landowner's future ability to develop within the protected shoreland area and/or their plans for construction or modification of a building or structure.
 - (iii) We will write a letter to the landowner to stop our review clock although we need to complete our technical review so that our permit can be issued upon receipt of the Shoreland Permit or Registration anticipating the proposal shown on our plans will be accepted by the Shoreland Program.
 - (iv) A project that does not meet our technical standards that cannot be corrected with revisions by the Designer should be immediately denied so the landowner can decide whether to continue to pursue a Shoreland Permit.
- (B) We will send the Shoreland Program an email that includes the name, phone number, and address of the landowner and the name and phone number for the Licensed Designer for all lots that are within the protected shoreland area.
 - (i) This can be typed into the email or by scanning and forwarding the first two pages of the application form.

- (ii) It is suggested that our Administrative Staff provide this notification to the Shoreland Program at the time of log-in when it is clear that the lot borders a lake. If it is not clear without a more detailed review, the Shoreland Program will be notified by the technical staff at the time of review when there is activity proposed on a lot that is within the protected shoreland area. Note it is not expected for us to make the jurisdictional decision on ownership or area of the lake or pond. We will send the notification to the Shoreland Program regardless if the owner or designer states that the lake or pond does not fall under the jurisdiction of the Shoreland Bill. We will not need to send the notification if the designer states that all boundaries of a lot are 250 feet or farther from a lake or pond.
- (C) A copy of the notification to the Shoreland Program will be part of the permit file.
- (D) Our receipt letter for projects that have area within the protected shoreland area will include the handout being developed that informs the landowner that a Shoreland Permit or Registration may be required and potential ramifications if the owner begins to make changes to the lot according to our permit that may be in conflict with Shoreland requirements.
- (E) We can issue our permit without a final Shoreland determination or permit unless the owner specifically requests in writing that we hold our permit until the Shoreland Program issues a permit or permit denial.
- (F) We will electronically send a copy of our permit or denial upon issuance to the Shoreland Program to their email address at ANR.WSMDSshoreland@state.vt.us.

2. Below is a list of lakes and ponds that have an area of 10 acres or more.

http://www.watershedmanagement.vt.gov/lakes/docs/shoreland/lp_VT%20Lakes%20Greater%20than%2010%20Acres.pdf