

Shoreland Protection Permit Application

Under Chapter 49A of Title 10, § 1441 et seq.



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| Application Number: | | |
| <i>For Shoreland Permitting Use Only</i> | | |
| Submission of this application constitutes notice that the person in Section A intends to create impervious surface and/or cleared area within the Protected Shoreland Area, and certifies that the project will comply with Chapter 49A of Title 10, § 1441 et seq. All information required on this form must be provided, and the requisite fees (Section I) must be submitted made payable to the State of Vermont, to be deemed complete. Refer to the Application Instructions for guidance in completing this application. | | |
| A. Parcel Information | | |
| 1. Landowner's Name: | | |
| 2a. Physical Address (911 Address): | | |
| 2b. Town - County: | 2c. Zip: | |
| 3a. SPAN (###-###-#####): | (The School Parcel Account Number can be obtained from your property tax bill or requested from your Town) | |
| 3b. Coordinates: <small>(decimal degrees, can be found on Google Maps)</small> | Latitude | Longitude |
| 4. Phone: | 5. Email: | |
| 6. Name of Lake/Pond: | 7. Total Shore Frontage | feet |
| 8. Was the parcel of land created before July 1, 2014? | Yes | No |
| 9. Are there wetlands associated with or adjacent to this parcel? <small>Contact the Wetlands Program (802) 828-1535 or http://dec.vermont.gov/watershed/wetlands</small> | Yes | No |
| 10. Have you ever applied for a permit with the Agency of Natural Resources associated with this parcel? If so, please describe (e.g. Wetlands, Act 250, Wastewater, etc.). | | |
| 11. Calculate the square footage of your parcel within the Protected Shoreland Area (250 feet from mean water level): | | Sq. ft |
| 12. Calculate the square footage of all existing impervious surfaces within 250 feet of mean water level (e.g., all structures, decks, patios, paved and unpaved driveways, parking areas, etc.): | | Sq. ft |
| 13. Calculate the square footage of the existing cleared area within 250 feet of mean water level (cleared area includes all impervious surfaces plus maintained lawn and landscaped areas): | | Sq. ft |
| B. Applicant Contact Information | | |
| 1. Name: | | |
| 2a. Mailing Address: | | |
| 2b. Town: | 2c. State | 2d. Zip |
| 3. Phone: | 4. Email | |
| 5a. Have you completed the voluntary Natural Shoreland Erosion Control Certification course? | Yes | No |
| 5b. If yes, please include the location and year you attended the course. A list of certified contractors is also available online. | | |

C. Application Preparer Information (If the individual preparing the application is not the landowner)

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|---|------------|----------|
| 1. Name: | | |
| 2a. Mailing Address: | | |
| 2b. Town: | 2c. State: | 2d. Zip: |
| 3. Phone: | 4. Email: | |
| 5a. Have you completed a voluntary Natural Shoreland Erosion Control Certification course? Yes No | | |
| 5b. If yes, please include the location and year you attended the course. A list of certified contractors is also available online. | | |

D. Project Description

1. Describe the proposed project. For this application to be considered administratively complete you must include:

- a) site plans that show the dimensions of existing and proposed cleared areas and impervious surface, and distances from mean water level;
- b) no fewer than three photos of the project area.

2. For **developed** parcels, how far is the existing habitable structure from Mean Water Level _____ (feet) and how far will new cleared area or impervious surface be from MWL _____ (feet)?

OR

For **undeveloped** parcels, how far will new cleared area or impervious surface be from MWL _____ (feet)?

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| 3a. What is the slope of the project area: _____% | 3b. Is the slope of the project area less than 20%? If yes, skip Question 3c. Yes No |
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3c. If no above (3b), describe the measures taken to ensure the slope is stable, resulting in minimal erosion and impacts to water quality:

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| 4a. What is the surface area of new impervious surface associated with this project: _____ square feet | 4b. What is the total resulting impervious surface after completion of the project and prior to implementation of best management practices: _____ square feet <small>(Question A12 + Question D4a = total resulting impervious surface)</small> |
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4c. Is the total resulting impervious surface 20% or less of the parcel area within the PSA? If you are not creating any new impervious surface, check N/A. If yes, skip Question 4c. Yes No N/A

Question D4b. ÷ Question A11. = _____% impervious surface

4d. If no above (4c), describe the best management practices used to manage, treat, and control erosion generated by stormwater runoff from the portion of impervious surface that exceeds 20%:

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| 5a. What is the surface area of new cleared area associated with this project: _____ square feet | 5b. What is the total resulting cleared area after completion of the project and prior to implementation of best management practices: _____ square feet (Question A13 + Question D5a = total resulting cleared area) |
|--|---|

5c. Is the total resulting cleared area 40% or less of the parcel area within the PSA? If you are not creating any new cleared area, check N/A. If yes, skip Question 5c. Yes No N/A

Question D5b. ÷ Question A11. = _____% cleared area

5d. If no above (5c), establishing vegetative cover (revegetation) equal to or greater in surface area than the proposed new cleared area is the only acceptable best management practice. Identify area and location on the parcel of the proposed revegetation.

E. Landowner Certification

As APPLICANT, I hereby certify that the statements presented on this application are true and accurate and recognize that by signing this application, I agree to complete all aspects of the project as authorized. I understand that failure to comply with the foregoing may result in violation of the Shoreland Protection Act, 10 V.S.A. Chapter 49A, and the Vermont Agency of Natural Resources may bring an enforcement action for violations of the Act pursuant to 10 V.S.A. chapter 201.

Applicant/Landowner Signature _____ Date: _____

F. Application Preparer Certification (if applicable)

As APPLICATION PREPARER, I hereby certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Application Preparer Signature _____ Date: _____

G. Adjoining Property Owner Notification

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|--------------------------|--|
| <input type="checkbox"/> | I certify, by initialing to the left, that I have notified adjoining property owners of the proposed project using the letter template sent by U.S. Mail, as described in the Adjoining Property Owner Notification Guidance . |
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H. Additional Required Documentation *(Please check to ensure you have completed the following)*

All sections of the application are complete (or otherwise indicate "not applicable")
 Application includes site plans denoting existing and proposed cleared area and impervious surface
 Project description includes dimensions and distances to mean water level
 Application includes photos of project area

I. Permit Application Fees (Administrative Processing + Application Review Fee)

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|---|-----------------------------------|------------------|
| Administrative Processing Fee: \$125.00 | | \$ 125.00 |
| Application Review Fee: \$0.50 per square ft. of new impervious surface | 0.5 x _____ (from Question D4a) = | + _____ |
| Total Fee due: | | = _____ |

Submit application materials to:

Vermont Department of Environmental Conservation
 Watershed Management Division – Shoreland Permitting
 1 National Life Drive, Main 2
 Montpelier, VT 05620-3522

Refund Policy

- If an application is modified, withdrawn or denied after technical review has commenced; all fees are retained.
- If an application is withdrawn prior to administrative review; all fees will be refunded.
- If an application is withdrawn after administrative review but prior to commencement of technical review, deemed administratively incomplete and returned to applicant, or determined that a permit is not required; administrative fees are retained, and application review fees will be refunded.