

VERMONT DEPARTMENT OF
ENVIRONMENTAL CONSERVATION
WATERSHED
MANAGEMENT DIVISION
RIVERS PROGRAM

**Individual Permit Application Form for
coverage under the Stream Alteration Rule**

1022 & 7503 And 10 VSA, CHAPTER 41, SUBCHAPTER 2

For Stream Alteration Permitting Use Only Application Number:

It is strongly recommended prior to your submission of this application to have a site visit with the Department of Environmental Conservation (DEC) - District Engineer in your area. For engineer and district contact information, please visit our website at https://dec.vermont.gov/sites/dec/files/wsm/rivers/docs/RME_districts.pdf

Site Visit Date: _____ **DEC Engineer:** _____

This is an urgent flood recovery project that repairs damage following the July 2023 emergency declaration.

This project is receiving funding through the American Rescue Plan Act (ARPA)

Instructions: This application should be used for projects that do not qualify for coverage under the Stream Alteration General Permit. To be administratively complete, provide all information on the form and submit the \$350.00 application review fee, and required attachments using ANR Online: https://anronline.vermont.gov/?formtag=WSMD_Intake. This application is subject to a 30 day comment period, unless repairing damage caused by 2023 flooding. Refer to the Application Instructions on page 3 for further guidance in completing this application.

A. Applicant Contact Information (All information in this section is required):

1. Name:

2a. Mailing Address:

2b. Town:

2c. State:

2d. Zip:

3. Phone:

4. Email:

B. Landowner (Required, if applicant is the sole landowner for the project indicate "Same" below):

1. Name:

2a. Mailing Address:

2b. Town:

2c. State:

2d. Zip:

3. Phone:

4. Email:

C. Project Location (Either address or Latitude/ Longitude coordinates are required):

1. Address:

2. Town:

3. River:

Verify Project location using the [ANR Atlas Map](#)

4a. Latitude:

4b. Longitude:

5. If there is more than one project location, enter the second address or Lat/Long:

D. Contractor/Consultant (If applicable):

1. Name:

2a. Mailing Address:

2b. Town:

2c. State:

2d. Zip:

3. Email:

4. Phone:

E. Project Description (This section is required): (i.e. Materials used, project area, and proposed outcome)

F. Please check the boxes for required attachments. Applications submitted without the required attachments will not be forwarded for technical review. (Additional information may be required after initial application review)

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Location Map

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Project design drawings including: plan view, cross sections, existing & proposed conditions, bankfull width, and applicable engineering studies (channel width at high water)

G. Adjoining Property Owner Notification:

I certify, by initialing to the right, that I have notified adjoining property owners of the proposed project using the DEC Notification form: <https://dec.vermont.gov/sites/dec/files/ENB/DEC-Adjoiner-Form-Template.pdf>

As the applicant for a Stream Alteration permit, I certify that I own in fee the property on which the project proposed in this application will be constructed.

OR

If I am not the legal owner of the property for any projects included in this application, the landowner has given permission by signing this document for the proposed project(s), OR I have obtained written permission from the landowner, OR I have an easement or other legal instrument granting me access to the property to construct the proposed project. I have included with this application written permission from the landowner, OR a copy of any easement OR document conveying access to the property.

I hereby recognize that the receipt of coverage under terms of Stream Alteration General Permit does not convey any property rights in either real or personal property and does not constitute permission of landowners or easement holders.

The information provided in this application is true, accurate, and complete to the best of my knowledge. I recognize the legal and ethical responsibility connected to the information provided in this application, and I understand that the approval of my project depends on the accuracy of the information presented.

By signing this application, I give consent to authorized state employees to enter the property to review and process this application and ensure it follows the decisions made by relevant agencies for the proposed project. I understand that these actions are necessary to properly evaluate and handle my application.

Applicant Signature: _____ Date: _____

Print Full Name and Title if applicable: _____

Landowner Signature if applicable: _____ Date: _____

Print Full Name, and title if applicable: _____

A PERMIT MAY BE REQUIRED FROM THE US ARMY CORPS OF ENGINEERS

For information contact: US Army Corps of Engineers, VT Project Office, 8 Carmichael Street Suite 205, Essex Jct VT 05452 802-872-2893

APPROVALS OF SUBMITTED APPLICATIONS DO NOT CONVEY ANY LAND USE RIGHTS TO THE APPLICANT

Please submit this form and \$350 review fee using

ANROnline: https://anronline.vermont.gov/?formtag=WSMD_Intake

Refund Policy:

If unable to submit online, mail the completed application form, all required supporting materials, and a check for the correct application fee to:

Vermont DEC - Watershed Management Division, Rivers Program
1 National Life Drive, Davis 3
Montpelier, VT 05620-3522.

Make the check payable to: State of Vermont

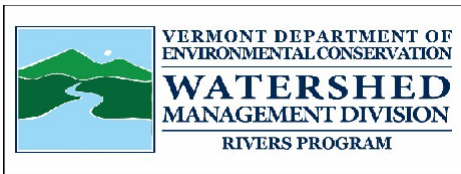
Permit Review Fees are non-refundable unless an application is withdrawn prior to administrative review.

Direct questions to the Rivers program:

ANR.WSMDRivers@vermont.gov

For additional information visit:

<https://dec.vermont.gov>



Stream Alteration Individual Permit Application Instructions









This individual application is for use by anyone proposing to alter by excavation, movement, or fill of greater than 10 cubic yards in any perennial stream and the activity does not qualify for coverage under the [General Permit Section C.2.1](#).

1. Check the box if this application is in response to flooding occurring in the Summer of 2023.
2. Check the box if this project has [state ARPA \(American Rescue Plan Act\) funding](#) or is anticipated to receive funding following the approval of this project.
3. Provide the applicant's name and contact information; may be landowner, municipality, contractor or other. The applicant is responsible for implementing the terms of the permit. If there is more than one applicant, attach additional pages to this application.
4. Provide contact information for the owner of the land on which the project will occur. If the applicant is the same as the landowner, write "same" in the name field. If the applicant is different from the landowner, complete the contact information. If there is more than one landowner, attach additional pages to this application.
5. Describe location by town, address, stream, and latitude/longitude (if known).
6. To locate coordinates using a computer visit <https://anrmaps.vermont.gov/websites/anra5>. Right click the location to show Lat/Long Coordinates at the top of the pop up or plot coordinates to identify Lat/Long location.
7. Provide name, phone number and email for consultant or project designer, if involved, or contractor, if known.
8. Provide a brief project description including type of activity, approximate magnitude of project, etc.
9. Attach location map from ANR Atlas including lat/long, topography, and wetlands layers. Web accessible maps are available at link provided above in #6
10. Attach a copy of all design drawings, including existing and proposed conditions, plan view, cross sections, and any other pertinent hydraulic, hydrologic, structural, or property boundary information. Plan view typically should extend beyond the construction site so that larger scale stream processes can be identified and considered in the design and regulatory decision. It is preferred but not necessary that design drawings be drawn to scale. In some cases, to-scale drawings may be required.
11. Provide copies of municipal flood hazard area maps wherever any stream crossing structure or other flood plain encroachment is proposed within a mapped flood hazard area.
12. Applicant shall certify, sign and date the application. If the applicant is not the landowner, the landowner shall sign and date the application OR the applicant must attach written permission, easement documentation, or similar, to this application. If the applicant is a business, municipality, or other entity, the signature must be provided by one of the following:
 - the person listed as the registered agent with the Secretary of State;
 - an executive figure such as the president, chairperson or superintendent; or
 - an individual whose status as an authorized representative is verified in writing by the registered agent or executive figure.
13. Sign and date the application.
14. Enclose permit review fee (no cash) payable to "State of Vermont". The fee is required for activities requiring a written authorization under the [Stream Alteration Rule](#). This includes: New, replacement, and repair of bridges and culverts as specified in the GP; and lower risk instream activities NOT associated with the next flood or emergency protection of municipal infrastructure and habitable structures (Effective July 1, 2015).
15. Notify adjoining landowners of the proposed project using [Stream Alteration Program Abutter Notification](#) form. For more information see: [Adjoining Property Owner Notification](#)

SUBMIT AND PAY ONLINE TO SPEED UP YOUR APPLICATION PROCESSING!

You can submit your application and pay fees online. To start, visit:

https://anonline.vermont.gov/?formtag=WSMD_Intake

1. Scroll to the bottom of the page and click the  **Begin Form Entry** button.
2. Log in to an account, sign up for an account, or continue as a guest user.
3. Fill out each field in the General Information Section.
 - Type the name of the contact person, phone, and email address.
 - Select the Watershed Management Division Program. *The program name is written at the top the application.*
 - Select 'Permit Application' as the submission type.
 - Click the  **NEXT SECTION Attach Forms/Supporting Materials** button at the bottom of the page.
4. Click "Choose File" and select your application, plans, maps, or compliance notifications.
 - Click the  **NEXT SECTION Fee Payment** button at the bottom of the page.
5. Type the application fee amount.
 - Click the  **NEXT SECTION Review** button at the bottom of the page.
6. Review your data.
 - Click the  **NEXT SECTION Certify & Submit** button at the bottom of the page.
 - Click the  **FINALIZE SUBMISSION Submit Form** button at the bottom of the page.
7. Sign in or continue as a guest to pay the application fee.
 - Click the  **Pay Online** button.
8. Enter your credit/debit card or eCheck information.
 - Click the  **Pay** button at the bottom of the page. *Note: You must provide your email address in the billing information section if you want a receipt emailed.*
 - Your submission will now show the fee has been paid. You may print a confirmation/receipt from here if needed.