

INSTRUCTIONS FOR APPLICANT

NOTE: IF THIS NOTICE OF INTENT (NOI) IS NOT CORRECTLY COMPLETED IN ITS ENTIRETY, THE APPLICATION PACKAGE WILL BE RETURNED.

NOTICE OF INTENT:

1. Applicant: The applicant is the owner/operator having responsibility for the daily operation of the remediation activities.
Legal Entity: If legal entity is not "Private", "State", or "Municipal" please explain.
2. Address of Applicant: Street, City, ZIP code.
3. Name of Facility: Name of facility where the discharge will occur e.g. PDQ Gas Station.
DEC Site No.: If applicable, the remediation site number assigned by the Waste Management and Prevention Division.
Location of Facility: Street address of facility where discharge will occur. Include USGS Map.
4. Type of Contamination: e.g. gasoline (specify leaded or unleaded), diesel, heating fuel oil, etc.
Source of Contamination: e.g. leaking tank, spill, broken pipe.
Description of Contamination: e.g. groundwater, spill, water collected in an excavation.
5. Description of Remediation System: e.g. extraction wells followed by bag filter and carbon canisters, air stripper.
Maximum Daily Design Flow (gpd): The maximum capacity of the treatment system in gallons per day.
Schematics: Schematics of the site including buildings, extent of contamination, wells, etc and of the treatment system including unit sizes etc.
6. Anticipated Start Date of Discharge: Estimated date when the discharge will begin.
Anticipated Duration of Discharge: e.g. 6 weeks, 9 months, 5 years, etc.
7. Discharge Points and Receiving Water(s): Number of Discharge Points and name(s) of the receiving water that the discharge will enter (e.g. 01- Blue Brook and 02 - Slow River).
Describe Conveyance to Receiving Water (s): e.g. overland to a swale which discharges to Blue Brook , to a stormsewer which discharges to the Slow River, etc.
Watershed Area (square miles): The watershed area is the watershed size of the receiving water (in square miles) measured upstream from the point where the discharge enters the receiving water. (Note: discharges to watersheds less than one square mile in size or discharges with a maximum daily flow in excess of 50,000 gpd may be required to obtain an individual discharge permit. In this case the Department will provide the applicant with written notification to apply for an individual discharge permit.)
Mapping: A copy of USGS map with site, receiving water, discharge point and pathway to receiving water highlighted.
- 8a. Application Fee: The application fee is **\$240.00** as of 7/1/2015. Fees are established by 3 VSA §2822 and may be changed by statute revisions.
Note: The application fee must be received by the Agency before a NOI is considered complete.
9. Signature of Applicant: The application must be signed by the applicant, his legally authorized representative or an officer in the applicant's business. When there is more than one applicant, each must sign the NOI using a separate sheet of paper where necessary. The application **CANNOT** be signed by applicant's attorney, engineer, consultant, contractor, etc unless they have been designated in writing as the permittee's authorized representative for the purposes of carrying out the requirements of this permit.

NOTICE OF INTENTS MUST BE SUBMITTED ON ORIGINAL FORMS.

SUBMITTAL:

1. Mail the original Notice of Intent with required attachments and a check made payable to "State of Vermont" to:
Vermont Department of Environmental Conservation
Watershed Management Division
One National Life Drive, Main Building, 2nd Floor
Montpelier VT 05620-3522
2. **Mail one copy to the municipal clerk in each municipality where the discharge occurs.**
3. Keep one copy for your records.

IF A POSITIVE DETERMINATION IS MADE BY THE DEPARTMENT FOR COVERAGE UNDER THIS GENERAL PERMIT, AN AUTHORIZATION FOR A DISCHARGE FROM PETROLUUM RELATED REMEDIATION ACTIVITIES WILL BE SENT TO THE APPLICANT.

INFORMATION FOR MUNICIPAL CLERK

Title 10 Chapter 47 §1263(b) provides for the public notice of an applicant's intent to discharge from petroleum related remediation activities. Please post this notice in a conspicuous place for 10 days from the date received. If you have any questions, contact the Watershed Management Division of the Department of Environmental Conservation.