VERMONT DEPARTMENT OF
ENVIRONMENTAL CONSERVATION
WATERSHED
MANAGEMENT DIVISION
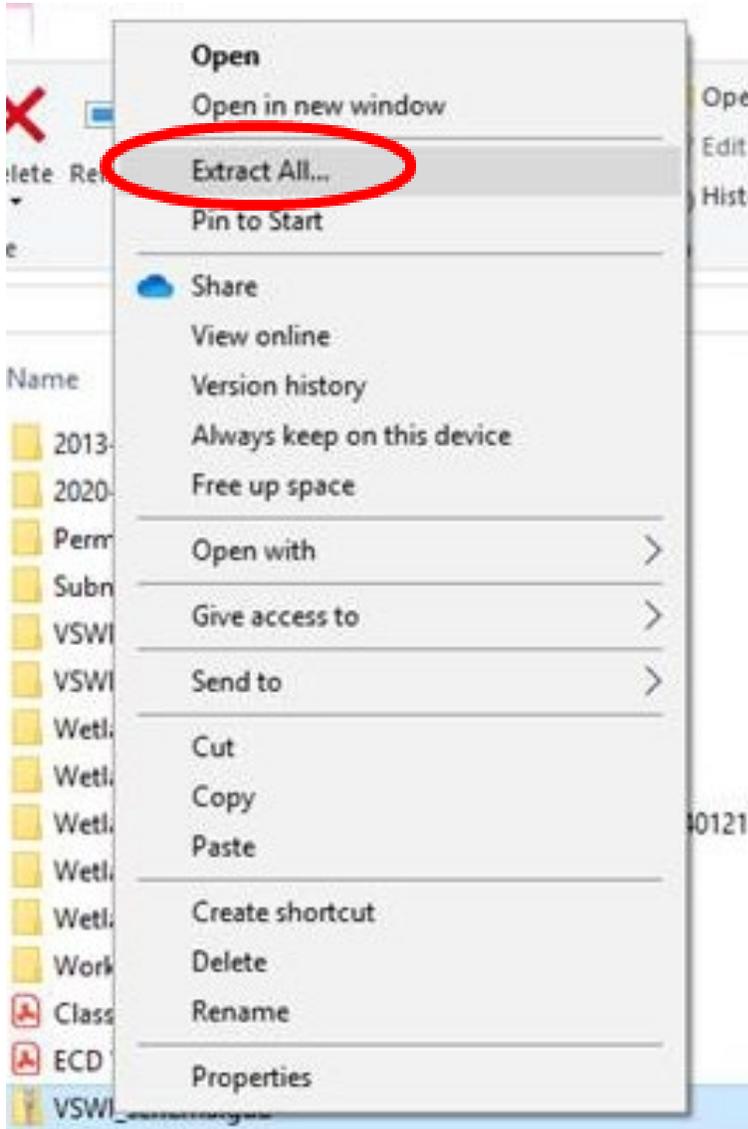WETLANDS PROGRAM

Vermont Wetlands Program

Wetland Polygon Submittal Instructions using the Blank Vermont Significant Wetlands Inventory Geodatabase with ArcGIS Pro

Purpose: This document provides useful information on how to use the Vermont Wetlands Program's blank Vermont Significant Wetlands Inventory (VSWI) geodatabase to create a wetland polygon for submittal with your wetland determination petitions and permit applications. By using this standardized geodatabase file, you ensure that the formatting and attributes match the feature class that is needed for wetland determinations and streamlines the Wetland Program's review process.

File Download: The blank VSWI geodatabase (.gdb) can be imported into your mapping project, where you can then create and save a new feature (polygon) to the layer. (Ctrl-click the geodatabase link. The file will download within your web browser. From there you can save it to a folder of your choosing).

Editing in ArcGIS Pro: To import the geodatabase into a mapping session (the Wetlands Program uses ArcGIS Pro), you first need to save the file where you can access it, and then extract the data from the zipped folder ("unzip" it). This will allow you to link the folder to your mapping project.
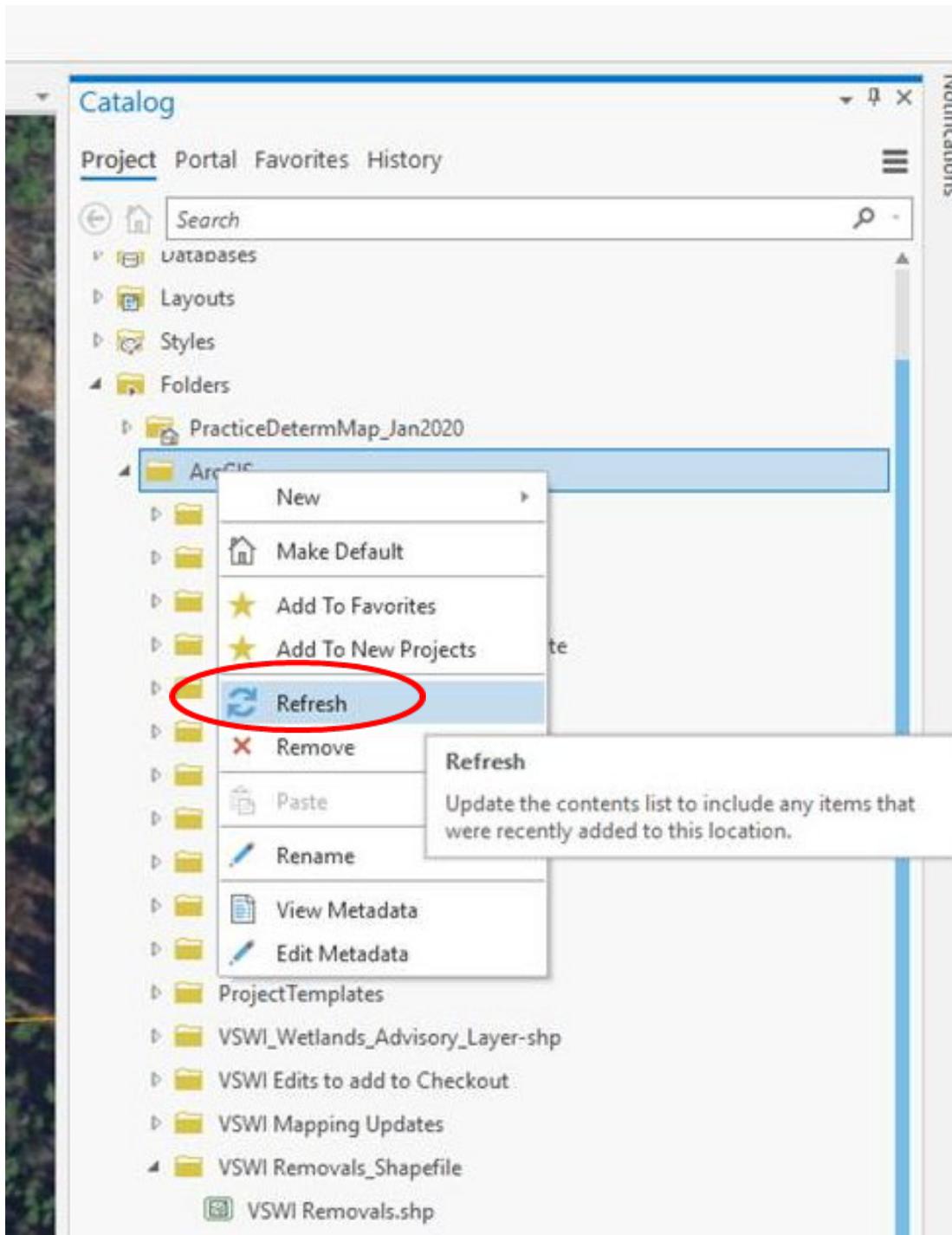
1. To unzip the folder, right click on it and select 'Extract All':

Open

Open in new window

Extract All...

Pin to Start

Share

View online

Version history

Always keep on this device

Free up space

Open with   >

Give access to   >

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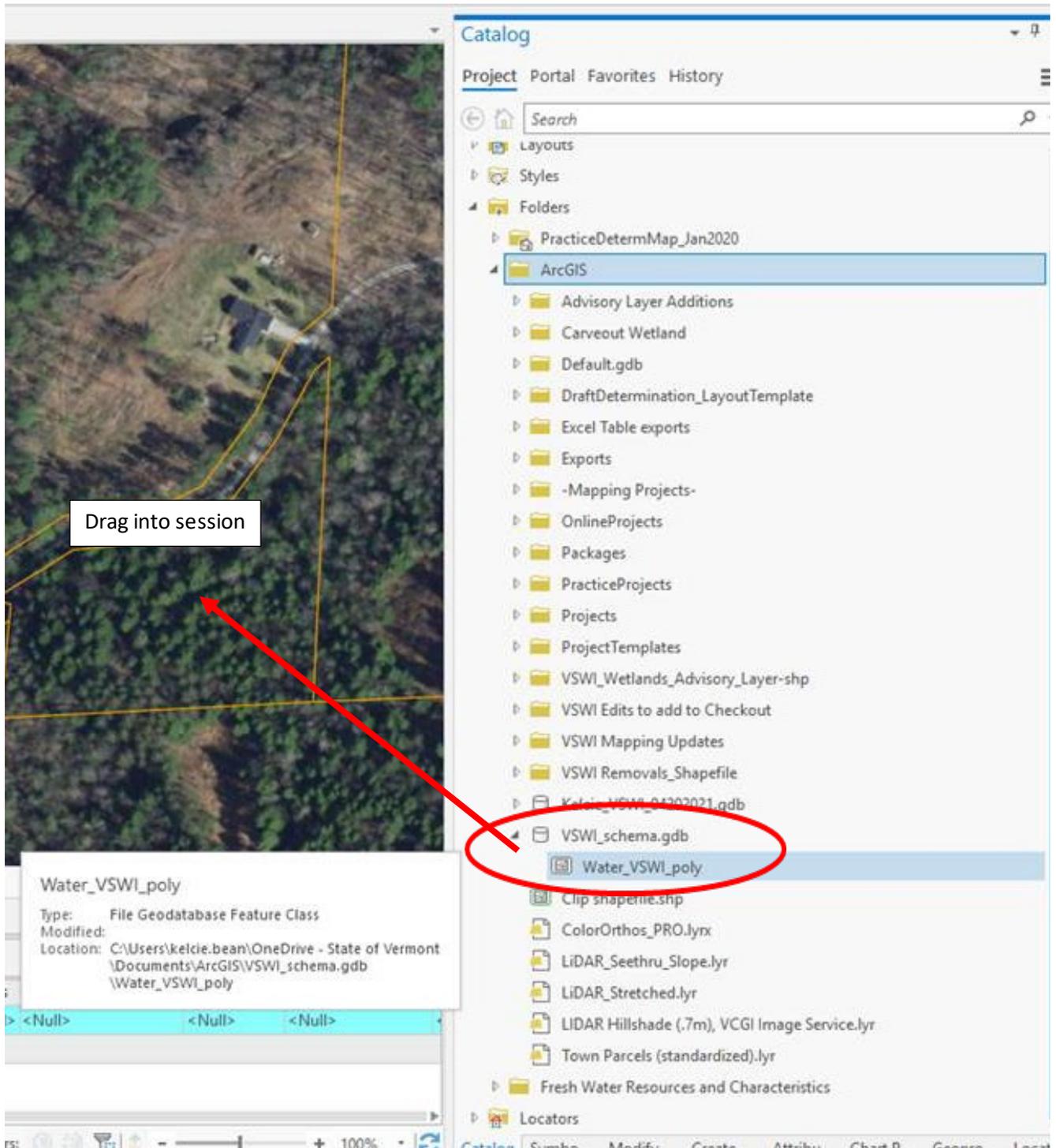Wetl.

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Click 'Extract' again in the next pop-up window.

Once your folder is unzipped, double check that you've saved it to a folder where you will be able to access it for mapping (such as My Documents or OneDrive).
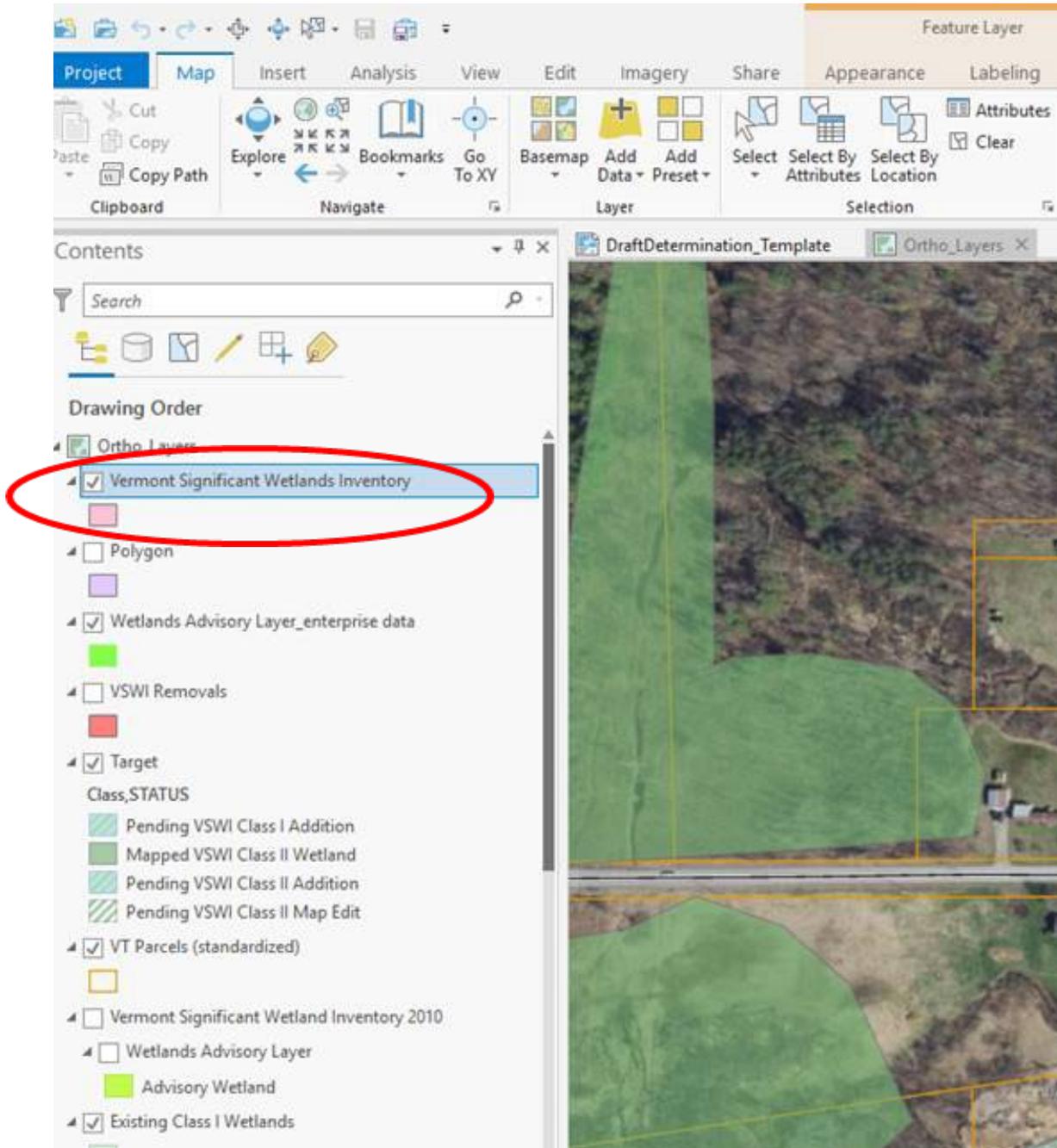
2. Go to your mapping session. In the Catalog pane, right click on the folder where you saved the geodatabase file, and click 'Refresh' so the new geodatabase becomes accessible:

3. Click on the small arrows next to the folder until you see the polygon file (it will have an icon next to it that looks like a tiny map) and then click and drag it into the map frame to add it to your session:

At this point, you will see the geodatabase layer has been added to your map session. It will be visible in your Contents pane (circled below- "Vermont Significant Wetlands Inventory" is the name of the geodatabase we created). You can now create a new shape within the geodatabase layer.

4. Select the Edit tab. Click 'Create.' From here, you will be given the option to create a new polygon within the geodatabase layer.

5. After you create the wetland polygon, save your edits, go back to where the geodatabase is saved on your computer, re-zip it, and then it will be ready to submit as part of your wetland permit application (geodatabase files must be zipped before you upload or attach them).

Submittal: Please send your .gdb file to The Vermont Wetlands Program along with your application materials either via our online intake form: https://anronline.vermont.gov/?formtag=WSMD_Intake (scroll to bottom of page and click 'Begin Form Entry') or via email to the Wetlands Program: ANR.WSMDWetlands@vermont.gov

Please contact Kelcie Bean or the District Wetland Ecologist who is working on the project if you have questions (Kelcie.bean@vermont.gov, or https://dec.vermont.gov/watershed/wetlands/contact).