

**Vermont Wetlands Program  
Administrative Amendment Form**  
Under Sections 9.7  
of the Vermont Wetland  
Rules



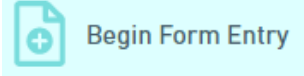
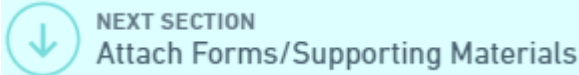

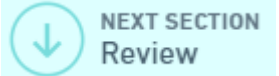
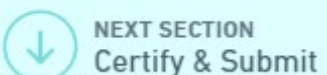
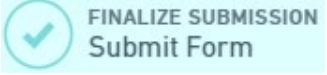
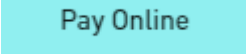

WP File# \_\_\_\_\_ Issue Date: \_\_\_\_\_

<b>1. Description of administrative amendment request</b>
<b>2. Attachments:</b> <i>List any attachments included with this request</i>
<b>Submittal:</b>
<p>Please submit this form and \$50 fee payment using ANROnline: <a href="https://anronline.vermont.gov/?formtag=WSMD_Intake">https://anronline.vermont.gov/?formtag=WSMD_Intake</a></p> <p>Direct questions to: <a href="mailto:ANR.WSMDWetlands@vermont.gov">ANR.WSMDWetlands@vermont.gov</a>. If unable to submit online, mail the completed application form, all required supporting materials, and a check for the correct application fee to:</p> <p>Vermont DEC - Watershed Management Division, Wetlands Program 1 National Life Drive, Davis 3 Montpelier, VT 05620-3522.</p> <p>Make the check payable to: State of Vermont</p> <p><b>Refund Policy:</b> Permit review fees are non refundable unless an application is withdrawn prior to administrative review</p>

## 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](https://anonline.vermont.gov/?formtag=WSMD_Intake)

1. Scroll to the bottom of the page and click the  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  button at the bottom of the page.
4. Click "Choose File" and select your application, plans, maps, or compliance notifications.
  - Click the  button at the bottom of the page.
5. Type the application fee amount.
  - Click the  button at the bottom of the page.
6. Review your data.
  - Click the  button at the bottom of the page.
  - Click the  button at the bottom of the page.
7. Sign in or continue as a guest to pay the application fee.
  - Click the  button.
8. Enter your credit/debit card or eCheck information.
  - Click the  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.

