

Vermont Wetlands Program
Minor Amendment Application
Under Sections 9.7
Of the Vermont Wetland Rules



VWP File # _____ Issue Date: _____

1. Eligibility Checklist:

If you cannot verify each of the following, stop and proceed to the Major Amendment Application

- Changes are for an Individual Permit.
- There are no changes to the overall project purpose.
- The changes do not impact any additional properties.
- The changes involve the same delineated wetland area (if impacts are to previously unassessed areas, the change does not qualify)
- There is no net additional impact to wetland or buffer zone
- Changes are within the same or lesser cover type in wetland or buffer (i.e. impact moves from shrub cover to meadow)
- The activity does not move from a managed area to a natural area
- Activity does not move to areas with rare, threatened or endangered species habitat and exemplary natural community
- The changes include no additional encroachment into wildlife habitat and are no closer to surface water bodies

2. Overall Project Description

3. Detailed Description and Purpose of Proposed Changes

4. Wetland and/or Buffer Type Proposed for Changed Impact Name, Impact numbers, Cover Type

5. Description of Avoidance and Minimization Measures Associated with Changes

6. Attachments *Check All That Apply*

- [Required]** Location Map
- [Required]** Updated site plan(s) labeled_____
- Updated management plan(s) labeled_____
- Site plan(s) associated with original permit (if impacts have changed)

The Secretary may require a person applying for a Minor Amendment to apply for a Major Amendment or a new permit. Contact your District Ecologist to verify eligibility before submittal.

Permittee Information: All fields required			
Name:			
Address:	City/Town	State:	Zip:
Phone Number:	Email Address: <i>(Required to receive notices via the Environmental Notice Bulletin)</i>		
Permittee Certification:			
By signing this application, you are certifying that all the information contained within is true, accurate, and complete to the best of your knowledge.			
<input type="checkbox"/> By checking this box, the permittee certifies that all adjoining landowners have been provided an official notice via US mail prior to the submission of this application.			
Permittee Signature: _____		Date: _____	

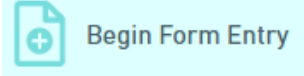
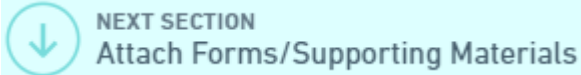

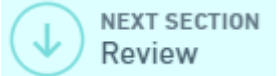
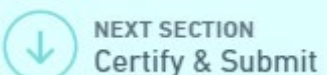
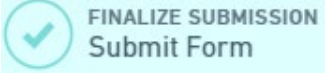
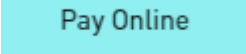

Application Preparer/Consultant Information: If applicable			
Name:			
Address:	City/Town	State:	Zip:
Phone Number:	Email Address: <i>(Required to receive notices via the Environmental Notices Bulletin)</i>		
Application Preparer/Consultant Certification:			
By signing this application, you are certifying that all the information contained within is true, accurate, and complete to the best of your knowledge.			
Application Preparer/Consultant Signature: _____		Date: _____	

Submittal:
<p>Please submit this form and \$120 administrative fee using ANROnline: https://anronline.vermont.gov/?formtag=WSMD_Intake</p>
<p>Direct questions to: ANR.WSMDWetlands@vermont.gov. 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>Refund Policy: Administrative 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

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.

