

**Vermont Wetlands Program
Administrative Amendment Application
Transfer of Wetland Permit**



VERMONT DEPARTMENT OF ENVIRONMENTAL CONSERVATION
WATERSHED MANAGEMENT DIVISION
WETLANDS PROGRAM

Instructions:

An individual wetland permit or authorization under the wetland general permit is not transferable without the prior written approval of the Secretary of the Agency of Natural Resources. This application for transfer must be submitted at least fifteen (15) days prior to the proposed date of transfer. An administrative fee of \$50.00 must be paid at the time of submittal. The permit must also be filed in the land records before the Secretary will approve any transfer.

Project Information: *All fields are required*

1. Wetlands Program Project Number (*7 digits*): _____
2. Project Location (*E911 address including town*): _____
3. Permit or authorization expiration date: _____
4. Proposed Date of Transfer: _____

Prospective Permittee Information: *All fields required*

Name:			
Address:	City/Town	State:	Zip:
Phone Number:	Email Address:		

Prospective Permittee Certification:

By signing this statement the prospective permittee(s) certifies that they have read and are familiar with the terms and conditions of the individual wetland permit or the authorization under the wetland general permit, and agrees to comply with all the terms and conditions of the individual wetland permit or the authorization under the wetland general permit, whichever is applicable. You are certifying that all the information contained within is true, accurate, and complete to the best of your knowledge. Original signature is required.

Prospective Permittee Signature: _____ Date: _____

Current Permittee Information: *All fields required*

Name:			
Address:	City/Town	State:	Zip:
Phone Number:	Email Address:		

Current Permittee Certification:

By signing this application you are certifying that all of the information contained within is true, accurate, and complete to the best of your knowledge. Original signature is required.

Current Permittee Signature: _____ Date: _____

Application Preparer/Consultant Information: *If applicable*

Name:

Address:

City/Town

State:

Zip:

Phone Number:

Email Address:

Application Preparer/Consultant Certification:

By signing this application you are certifying that all of the information contained within is true, accurate, and complete to the best of your knowledge. Original signature is required.

Application Preparer/Consultant Signature: _____ Date: _____

Submittal:

Please submit this form and **\$50 fee** using ANROnline:
https://anronline.vermont.gov/?formtag=WSMD_Intake

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:

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

Make the check payable to: State of Vermont

Refund Policy: Permit review fees are non refundable unless an application is withdrawn prior to administrative review

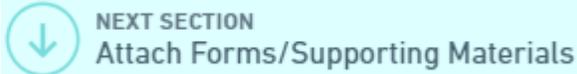
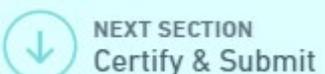
The Vermont Agency of Natural Resources operates its programs, services, and activities without discrimination on the basis of race, religion, creed, color, national origin (including language), ancestry, place of birth, disability, age, marital status, sex, sexual orientation, gender identity, or breastfeeding. We will not tolerate discrimination, intimidation, threats, coercion, or retaliation against any individual or group because they have exercised their rights protected by federal or state law. To file a discrimination complaint, for questions, free language services, or requests for reasonable accommodations, please contact ANR's Nondiscrimination Coordinator at ANR.CivilRights@vermont.gov or visit [ANR's online Notice of Nondiscrimination](#).

Questions or Complaints/Free Language Services | SERVICES LINGUISTIQUES GRATUITS | भाषासम्बन्धी निःशुल्क सेवाहरू | SERVICIOS GRATUITOS DE IDIOMAS | 免費語言服務 | BESPLATNE JEZIČKE USLUGE | БЕСПЛАТНЫЕ УСЛУГИ ПЕРЕВОДА | DỊCH VỤ NGÔN NGỮ MIỄN PHÍ | 無料通訳サービス | ມາ ກຳ ນົດ ກຳ ລັດ ທຳ ບຸກ ກຳ ນົດ | HUDUMA ZA MSAADA WA LUGHA BILA MALIPO | BESPLATNE JEZIČKE USLUGE | အခမဲ့ ဘာသာစကား ဝန်ဆောင်မှုများ | ADEEGYO LUUQADA AH OO BILAASH AH | خدمات لغة مجانية: anr.civilrights@vermont.gov or 802-636-7827.

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.

