Vermont Wetlands Program
Permit Application Database Form
Single Wetland

Under Sections 8 and 9
of the Vermont Wetland Rules

VERMONT DEPARTMENT OF ENVIRONMENTAL CONSERVATION
WATERSHED MANAGEMENT DIVISION
WETLANDS PROGRAM

No partial refunds when reducing project scope.

Application Submittal Instructions

Please submit your permit application and fee payment via our secure online application portal:
https://anronline.vermont.gov/app/?allowAnonymous=true#/formversion/7addf10d-2c62-447b-bb80-ec5dba88bc99. Scroll to the bottom of the landing page, click 'begin form entry,' in blue, and proceed with the 'permit application' option. Make sure you specify that the permit application is for the Wetlands Program.

Using our online form is the most efficient and secure way to submit applications and payments. Mailing in an application or check may cause delays. You will receive an email notification once your application has been processed.

For application questions contact: ANR.WSMDWetlands@vermont.gov

Applicant Name:	**Application Preparer Name:**
Town where project is located: <Choose One>	**County:** Washington
Span #: *(As found on your property tax bill)*	**Vermont Wetlands Project (VWP)# if Known:**

Project Location Description:
911 street address or direction from nearest intersection

Brief Project Summary:

Project Contains: ☐ After the Fact Wetland Impacts ☐ Multiple impacted wetlands (please use multi wetland application here)
Is the applicant on active duty in the U.S. Armed Forces? ☐ Yes ☐ No

To determine what other permits you may need, visit the Permit Navigator: https://dec.vermont.gov/permitnavigator
Permit Navigator Reference #:

Existing Land Use Type(s): *(Check all that apply)* ☐Residential (single family) ☐Residential (subdivision) ☐Undeveloped ☐Agriculture ☐Transportation ☐Forestry ☐Parks/Rec/Trail ☐Institutional ☐Industrial/Commercial

Proposed Land Use Type(s): *(Check all that apply)* ☐Residential (single family) ☐Residential (subdivision) ☐Undeveloped ☐Agriculture ☐Transportation ☐Forestry ☐Parks/Rec/Trail ☐Institutional ☐Industrial/Commercial

Proposed Impact Type(s): *(Check all that apply)* ☐Buildings ☐Utilities ☐Parking ☐Septic/Well ☐Stormwater ☐Driveway ☐Park/Path ☐Agriculture ☐Pond ☐Lawn ☐Dry Hydrant ☐Beaver Dam Alteration ☐Silviculture ☐Road ☐Aesthetics ☐No Impact ☐Other:_____

Wetland and Buffer Impact Type: *(Check all that apply)* ☐ Dredge ☐Drain ☐Cut Vegetation ☐Stormwater ☐Trench/Fill ☐Other:_____

Wetland Delineation Date(s):

Wetland Improvements		Buffer Zone Improvements		Reason for Improvements
Restoration:	s.f.	Restoration:	s.f.	☐Correction of Violation
Creation:	s.f.	Creation:	s.f.	☐To offset permit impacts
Enhancement:	s.f.	Enhancement:	s.f.	☐Voluntary
Conservation:	s.f.	Conservation:	s.f.	

Proposed Impacts, Fee Calculations: *Round to the nearest square foot. Fees will auto-calculate.*

Proposed Wetland Impact (minus linear clearing)	square feet (s.f.)	Calculated at $0.75 per square foot	$ 0.00
Proposed Wetland Clearing (qualified linear projects only)	square feet (s.f.)	Calculated at $0.25 per square foot	$ 0.00
Proposed Buffer Zone Impact	square feet (s.f.)	Calculated at $0.25 per square foot	$ 0.00

After the Fact Impacts, Fee Calculations: (to correct a violation) *Round to the nearest square foot. Fees will auto-calculate.*

After The Fact Wetland Impact	square feet (s.f.)	Calculated at $1.50 per square foot	$ 0.00
After The Fact Wetland Clearing	square feet (s.f.)	Calculated at $1.50 per square foot	$ 0.00
After The Fact Buffer Impact	square feet (s.f.)	Calculated at $0.25 per square foot	$ 0.00
Total Wetland Impact 0		**Total Buffer Impact** 0	
Total Impacted Area: 0	square feet (s.f.)	**Total Review Fee:**	$ 0.00

Additional Fees *Check Boxes for Maximum fee Activities*

Cropland Conversion / Manure Pipeline *(Maximum fee of $200.00 Minimum $50)*	☐ $ 0.00	Permanent Structure for Farming *(Maximum fee of $5,000.00 Minimum $50)*	☐ $ 0.00
Water Quality Improvement Project *(Maximum fee of $200.00 Minimum $50)*	☐ $ 0.00	Minimum Review Fee: ($50.00) *Required when total impact fee is less than $50.00*	$ 50.00
Waste Storage Facility / Bunker Silo *(Maximum fee of $200.00 Minimum $50)*	☐ $ 0.00	**Administrative Fee:**	$ 240.00
		Total Fee Amount:	$ 290.00

Make Checks Payable to: State of Vermont

Vermont Individual Wetland Permit Application and Determination Petition Single Wetland

Under Sections 8 and 9
of the Vermont Wetland Rules

VERMONT DEPARTMENT OF ENVIRONMENTAL CONSERVATION
WATERSHED MANAGEMENT DIVISION
WETLANDS PROGRAM

Refund Policy (Please fully review before moving forward with Application)

- If an application is modified, withdrawn or denied after technical review has commenced, all fees are retained.
- If an application is withdrawn prior to administrative review, all fees will be refunded.
- If an application is withdrawn after administrative review but prior to commencement of technical review, deemed administratively incomplete and returned to the applicant, or determined that a permit is not required; administrative fees are retained, and permit application review fees will be refunded.

☐ ***By checking this box, the applicant certifies that they have read and understands the refund policy***

Applicant Information: *If the applicant is someone other than the landowner, the landowner information must be included below*

Applicant Name:			
Address:	City/Town:	State:	Zip:
Phone Number:	Email Address: *(Required to receive notices via Environmental Notice Bulletin)*		

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

☐ ***By checking this box, the applicant certifies that all adjoining landowners have been provided an official notice via US mail prior to the submission of this application. For guidance on who you need to notify, please go to our website: APO Guidance Document***

Applicant Signature:_____ Date:_____

Landowner Information: *Landowner must sign the application. If landowner is different from the applicant this section must be filled out*

☐ **Check this box if landowner is the same as the applicant**

Landowner Name:			
Address:	City/Town:	State:	Zip:
Phone Number:	Email Address: *(Required to receive notices via Environmental Notice Bulletin)*		

Landowner Easement: *Attach copies of any easements, agreements, or other documents conveying permission, and agreement with the landowner stating who will be responsible for meeting the terms and conditions of the permit.* ***List the attachment for this information in this section. Describe the nature of the agreement or easement in the space provided below:***

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

Landowner Signature:_____Date:_____

Application Preparer Information: *Consultant, engineer, or other representative that is responsible for filling out the application, if other than the applicant or landowner.*

Application Preparer Name:			
Address:	City/Town:	State:	Zip:
Phone Number:	Email Address: *(Required to receive notices via Environmental Notice Bulletin)*		

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

Application Preparer Signature:_____Date:_____

1. Location of wetland and project:
Location description should include the road the wetland is located on, the compass direction of the wetland in relation to the road, 911 street address if available, and any other distinguishing features.

2. Site visit date(s) and attendees:
*A site visit is **required** before the application can be called complete*

2.1 Date of Visit(s) with State District Wetland Ecologist	2.2. List of people present for site visit(s) including Ecologist, landowner, and representatives.

3. Wetland Classification:
If the wetland is not mapped on the VSWI, you are required to fill out section 21

3.1. The wetland is a Class II wetland because:

<Choose One>

3.2. Section 4.6 Categorical Class II
If the wetland meets the following class II categories, it does so primarily because:

<Choose One>
<Choose One>
<Choose One>

4. Description of Entire Wetland:
Answer the following questions regarding the entire wetland, which includes all wetland areas connected to the wetland proposed for impact. Answers may be estimates based on desktop review when the wetland extends past the investigation area (parcel boundary). Specific questions about the wetland in the project area will follow.

4.1. Size of Entire Wetland in Acres:
The size of the complex can be obtained from the Wetland Inventory Map for mapped wetlands, or best estimation based on review of aerial photography or site visit. This is not the size of the of the delineated wetland on the subject property unless the entirety of the wetland is represented in the delineation.

4.2. Vegetation Cover Types Present:
List all wetland types in the wetland or wetland complex and their percent cover.
***For example:** 50 acres of softwood forested swamp; or 30% scrub swamp, 70% emergent wetland*

4.3. Landscape Position:
Where is the wetland located on the landscape?
***For example:** Bottom of a basin, edge of a stream, shore of a lake, etc.*

4.4. Hydrology:
Describe the main source of water for the entire wetland. List any river, stream, lakes, or ponds

4.4.1. Direction of Flow:
***For example:** Stream flows from north to south through the wetland complex, or the wetland complex, or the wetland drains generally to the southwest*

4.4.2. Influence of Hydrology on the Entire Wetland:
***For example:** The river provides floodwater to the wetland in the spring.*

4.4.3. Relation of Entire Wetland to the Project Area:
The distance between the project area and any nearby surface waters

4.4.4. Entire Wetland Hydroperiod:
Discuss the frequency and duration of flooding, ponding, and/or soil saturation

4.5. Surrounding Land Use of the Entire Wetland:
For example: *Rural residential and forested; Agricultural and undeveloped*

4.6. Relation of the Entire Wetland to Other Nearby Wetlands:
Provide any information on wetlands or wetland complexes that are close enough to contribute to the overall function of the wetland in question.

4.7. Pre-project Cumulative Impacts to the Entire Wetland:
Identify any cumulative ongoing impacts outside of the proposed project that may influence the wetland.
Examples include but are not limited to: *Wetland encroachments on and off the subject property, land use management in or surrounding the wetland, or development that influences hydrology or water quality. List any past Vermont Wetland Permits or CUD's related to thisproperty.*

5. Description of Subject Wetland and Buffer:
Subject wetland is defined as the area of wetland in the project vicinity, but not limited to the portion of the wetland to be directly impacted by the project. For the purposes of this application, the subject wetland should encompass any portion of the wetland that could either be directly or indirectly impacted by the project, as defined by chemical, physical, or biological characteristics. This may include the entire wetland area, or wetland area off property. For multiple wetlands, fill out the multiple wetlands table.

5.1. Context of Subject Wetland:
Describe where the subject wetland is in the context of the entire wetland described in section 4 above.
For example: *Upslope, narrow eastern "finger", 400 ft. from open water portion.*

5.2. Subject Wetland Land Use:
For example: *Mowed lawn, old field, naturally vegetated.*
Describe any previous and ongoing disturbance in the subject wetland.

5.3. Subject Wetland Vegetation:
List dominant wetland vegetation cover type and associated dominant plant species.

5.3.1 Invasive Plant Species

Check boxes off for any invasive species present and submit photo documentation:

- ☐ *Purple loostrife*
- ☐ *Phragmites*
- ☐ *Reed-canarygrass*
- ☐ *Buckthorn*
- ☐ *Other:*

5.4. Subject Wetland Soils:

Use the USDA NRCS information where possible and use the ACOE Delineation Manual soil description

5.5. Subject Wetland Hydrology:

Use the description from the ACOE Delineation Manual

5.6. Buffer Zone:

Describe the buffer zone of the subject wetland (50-foot envelope of land adjacent to wetland boundary).

5.6.1. Buffer Land Use:

For example: *Mowed shoulder, forested, old field, paved road, and residential lawns, etc. Describe any previous and ongoing disturbance in the buffer zone.*

5.6.2. Buffer Vegetation:

List the vegetation cover type and dominant plant species. Include names of any invasive species present (see 5.3.1 list, plus knotweed) and provide photo documentation.

5.6.3. Buffer Soils:

Use USDA NRCS information where possible, and the ACOE Delineation Manual soil description.

6. Project Description

6.1. Overall Project Purpose:

Description of the basic project and why it is needed. Partial projects with no clear purpose will not be accepted.

For example: *multi-lot residential subdivision; expansion of an existing commercial building, building a single-family residence.*

6.2. Description of Project Component Impacting Wetland or Buffer:

Explain in general terms which portions of the project will impact wetlands or buffer zones.
***For example:** Cross the wetland with a driveway to construct a residential subdivision, upgrade existing road through buffer to improve access, extend a trail system.*

6.3. Acreage of Parcel(s) or Easements(s):

Acreage of subject property.

6.4. Acreage of Project Area:

Acreage of area involved in the project.

7. Project Details:

Provide details regarding specific impacts to the wetland and buffer zone.

7.1. Specific Impacts to Wetland and Buffer Zone Dimensions:

List portions of the project that will specifically impact the wetland or buffer zone and their dimensions.
***For example:** driveway crossing with 16' wide fill; installation of buried sewer force main with 5' trench Including fill footprint; addition of Stormwater outfall which directs flow to northern portion of wetland*

7.2. Bridges and Culverts:

Culvert circumference, length, placement and shapes, or bridge details. List any stream alteration permits that are required or obtained where perennial streams or rivers are involved.

7.3. Construction Sequence:

Describe any details pertaining to the work planned in the wetland and buffer in terms of sequence or phasing that is relevant. Describe the construction limits of disturbance, how those will be marked, and check to ensure these are shown on the site plans as well.

7.4. Stormwater Design**

List any stormwater permits obtained or applied for. Describe stormwater and/or erosion controls proposed. ***** Erosion prevention is required to prevent sediment from entering the wetland.***

7.5. Ongoing Impacts for Maintenance.

The following setbacks and considerations are required in the project design. By checking the boxes you certify that your design meets these requirements where applicable.

☐ Structures are located at least 10 feet from any buffer zone to allow for maintenance OR include 10 feet around the structure in the impact calculation.

☐ The clearing envelope for any permitted building includes a consideration of possible danger trees that may need to be cleared in the next five years.

☐ Underground utilities: account for at least 10 feet of disturbance to allow for installation and/or vegetative maintenance of the line

☐ For residential projects, commercial areas, parking areas, and industrial lots within 25ft of the wetland buffer: the design includes permanent markers of split-rail fence, large boulders, or an alternative permanent marker at regular intervals (30 feet or less) at the 50 foot buffer zone of the adjacent wetland where work is proposed OR design includes permanent markers at the edge of the building envelope where wetland/buffer impacts are proposed.

☐ The permanent markers are shown on the site plans and the applicant understands these markers shall be installed prior to sale or occupancy of any building lots and before the dwelling is occupied.

If an alternative permanent marker is proposed list it here:

8. Wetland and Buffer Zone Impacts:

8.1. Wetland Impacts:

Summarize the square footage of impact in the appropriate category. Add After-the-Fact impacts here too. ***Round to the nearest square foot***

Permanent Wetland Fill	s.f.
Temporary Wetland Impact	s.f.
Other Permanent Wetland Impact ***(this number includes clearing of woody vegetation, dredging, and does not include fill)***	s.f.
Total Wetland Impact:	0 s.f.

Describe in detail the proposed impact to wetlands
For example: *Fill for road crossing, temporary impacts for trench and fill related to utility installation.*

General narrative required here:

8.2. Buffer Zone Impacts:

Summarize the square footage of impact in the appropriate category.

Temporary Buffer Impact	100 s.f.
Permanent Buffer Impact	100 s.f.
Total Buffer Impact:	200 s.f.

Describe in detail the proposed impact to buffer zones
For example: Addition of fill along roadway embankment extending into buffer zone.

General narrative required here

8.3. Cumulative Impacts:

List any potential cumulative or ongoing, direct and indirect impacts on the functions of the wetland.
For example: *Increased noise from parking lot, vegetation management, inputs from stormwater pond outlet, reduction in flood storage volume from the addition of fill from the project.*

9. Mitigation Sequence:

Before you begin, please read all of Section 9 to respond most appropriately to specific questions. Questions specifically related to Section 9.5b of the Vermont Wetland Rules.

9.1. Avoidance of Wetland Impacts:

9.1.1. Can the activity be located on another site owned or controlled by the applicant, or reasonably available to satisfy the basic project purpose? If not, indicate why. Cite any alternative sites and explain why they were not chosen.

9.1.2. Can the proposed activity be practicably located outside the wetland/buffer zone? If not, indicate why. Explain the alternatives you have explored for avoiding the wetland and buffer onsite, And why they are not feasible.

9.2. Avoidance of Impact to Functions and Values:

9.2.1. If the proposed activity cannot be practicably located outside the wetland/buffer zone, have all practicable measures been taken to avoid adverse impacts on protected functions? ☐ Yes ☐ No

9.2.2. What design alternatives were examined to avoid impacts to wetland function?
For example: *Use of matting, relocation of footprint, etc.*

9.2.3. What steps have been taken to minimize the size and scope of the project to avoid impacts to wetland functions and values? Include information on project size reduction and relocation.

9.2.4. Explain how the proposed project represents the least impact alternative design. Explain why other alternatives, which you described above, were not chosen.

9.3. Minimization and Restoration:

9.3.1. If avoidance of adverse effects on protected functions cannot be practically achieved, has the proposed activity been planned to minimize adverse impacts on the protected function? ☐ Yes ☐ No ☐ N/A

9.3.2. What measures will be used during construction and on an ongoing basis to protect the wetland and buffer zone?
***For example*:** *Stormwater treatment, signs, fencing, etc.*

9.3.3. Has a plan been developed for the prompt restoration of any adverse impacts on protected functions? ☐ Yes ☐ No ☐ N/A

Restoration Narrative:
For example: *Planting along the stream.*

Quantification of Restoration:

Wetland Area (sqft)	Buffer Area (sqft)	Functions/Values Addressed

9.4. Compensation:

Please refer to Section 9.5c of the Vermont Wetland Rules for compensation, which is required when the project will result in net adverse impact to wetland function. Not all functions are presumed to be compensable. ***All projects requiring compensation need prior consultation with the Vermont Wetlands Program.***

If compensation is proposed please include a summary here. Also list any supporting documents you may have attached to the application including In-Lieu-Fee proposal or detailed compensation plan.

10. Entire Wetland Function and Value Summary (as defined in the Vermont Wetland Rules Section 5):

Check which functions are present in the entire wetland

☐ Flood/Storm Storage	☐ RTE Species
☐ Surface & Groundwater Protection	☐ Education & Research
☐ Fish Habitat	☐ Recreation/Economic
☐ Wildlife Habitat	☐ Open Space/Aesthetics
☐ Exemplary Natural Community	☐ Erosion Control

Functions and Values: *For each function and value:*

1. *Evaluate the entire wetland and check all that apply. Use Wetland Inventory Maps for offsite areas*
2. *Evaluate how the wetland in the project area contributes to the function.*
3. *Explain how the project will not result in adverse impacts to the function.*

Include any information on specific avoidance and minimization measures.

11. Water Storage for Flood Water and Storm Runoff

☐ Function is present and likely to be significant: Any of the following physical and vegetative characteristics indicate the wetland provides this function

- ☐ Constricted outlet or no outlet and an unconstructed inlet.
- ☐ Physical space for floodwater expansion and dense, persistent, emergent vegetation or dense woody vegetation that slows down flood waters or stormwater runoff during peak flows and facilitates water removal by evaporation and transpiration.
- ☐ If a stream is present, it's course is sinuous and there is sufficient woody vegetation to intercept surface flows in the portion of the wetland that floods.
- ☐ Physical evidence of seasonal flooding or ponding such as water stained leaves, water marks on trees, drift rows, debris deposits, or standing water.
- ☐ Hydrologic or hydraulic study indicates wetland attenuates flooding

If any of the above boxes are checked, the wetland provides this function. Complete the following to determine if the wetland provides this function above or below a moderate level. If none of the following apply, the wetland provides this function at a moderate level.

☐ Check this box if any of the following conditions apply that may indicate the wetland provides this function at a ***lower*** level.

- ☐ Significant flood storage capacity upstream of the wetland, and the wetland in question provides this function at a negligible level in comparison to upstream storage (unless the upstream storage is temporary such as a beaver impoundment).
- ☐ Wetland is contiguous to a major lake or pond that provides storage benefits independently of the wetland.
- ☐ Wetland's storage capacity is created primarily by recent beaver dams or other temporary structures.
- ☐ Wetland is very small in size, not contiguous to a stream, and not part of a collection of small wetlands in the landscape that provide this function cumulatively.

☐ Check this box if any of the following conditions apply that may indicate the wetland provides this function at a ***higher*** level.

- ☐ History of downstream flood damage to public or private property.
- ☐ Any of the following conditions present downstream of the wetland, but upstream of a major lake or pond, could be impacted by loss or reduction of the water storage function:
  - ☐ Developed public or private property
  - ☐ Stream banks susceptible to scouring and erosion
  - ☐ Important habitat for aquatic life

Water Storage for Flood Water and Storm Runoff Continued…

☐ The wetland is large in size and naturally vegetated.

☐ Any of the following conditions present upstream of the wetland may indicate a large volume of runoff may reach the wetland.

- ☐ A large amount of impervious surface in urbanized areas.
- ☐ Relatively impervious soils.
- ☐ Steep slopes in the adjacent areas.

11.1 Subject Wetland Contribution to Water Storage:
Explain how the subject wetland contributes to the function listed above

11.2 Statement of No Undue Adverse Impact to *Water Storage for Flood Water and Storm Runoff*:
Explain how the proposed project will not result in any undue, adverse impact to this function. Include any avoidance, minimization, and compensation measures relevant to this function.

12. Surface and Ground Water Protection:

☐ Function is present and likely to be significant: Any of the following physical and vegetative characteristics indicate the wetland provides this function.

- ☐ Constricted or no outlets.
- ☐ Low water velocity through dense, persistent vegetation.
- ☐ Hydroperiod permanently flooded or saturated.
- ☐ Wetlands in depositional environments with persistent vegetation wider than 20 feet.
- ☐ Wetlands with persistent vegetation comprising a defined delta, island, bar or peninsula.
- ☐ Presence of seeps or springs.
- ☐ Wetland contains a high amount of microtopography that helps slow and filter surface water.
- ☐ Position in the landscape indicates the wetland is a headwaters area.
- ☐ Wetland is adjacent to surface waters.
- ☐ Wetland recharges a drinking water source.
- ☐ Water sampling indicates removal of pollutants or nutrients.
- ☐ Water sampling indicates retention of sediments or organic matter.
- ☐ Fine mineral soils and alkalinity not low.
- ☐ The wetland provides an obvious filter between surface water or ground water and land uses that may contribute point or nonpoint sources of sediments, toxic substances or nutrients to the wetland, such as: steep erodible slopes; row crops; dumps; areas of pesticide, herbicide or fertilizer application; feed lots; parking lots or heavily traveled road; and septic systems.

Surface and Ground Water Protection Continued...

If any of the above boxes are checked, the wetland provides this function. Complete the following to determine if the wetland provides this function above or below a moderate level. If none of the following apply, the wetland provides this function at a moderate level.

☐ Check this box if any of the following conditions apply that may indicate the wetland provides function at a ***lower*** level.

- ☐ Presence of dead forest or shrub areas in sufficient amounts to result in diminished nutrient uptake.
- ☐ Presence of ditches or channels that confine water and restrict contact of water with vegetation.
- ☐ Wetland is very small in size, not contiguous to a stream, and not part of a collection of small wetlands in the landscape that provide this function cumulatively.
- ☐ Current use in the wetland results in disturbance that compromises this function.

☐ Check this box if any of the following conditions apply that may indicate the wetland provides function at a ***higher*** level.

- ☐ The wetland is adjacent to a well head or source protection area, and provides ground water recharge.
- ☐ The wetland provides flows to Class A surface water. (Check ANR Atlas)
- ☐ The wetland contributes to the protection or improvement of water quality of any impaired waters.
- ☐ The wetland is large in size and naturally vegetated.

12.1. Subject Wetland Contribution to Water Protection:
Explain how the subject wetland contributes to the function listed above.

12.2. Statement of No Undue Adverse Impact to *Surface and Ground Water Protection*:
Explain how the proposed project will not result in any undue, adverse impact to this function. Include any avoidance, minimization, or compensation measures relevant to this function.

13. Fish Habitat:

☐ Function is present and likely to be significant: Any of the following physical and vegetative characteristics indicate the wetland provides this function.

- ☐ Contains woody vegetation that overhangs the banks of a stream or river and provides any of the following: shading that controls summer water temperature; cover including refuges created by overhanging branches or undercut banks; source of terrestrial insects as fish food; or streambank stability.
- ☐ Provides spawning, nursery, feeding or cover habitat for fish (documented or professionally judged). Common habitat includes deep marsh and shallow marsh associates with lakes and streams, and seasonally flooded wetlands associated with streams and rivers.
- ☐ Documented or professionally judged spawning habitat for northern pike.
- ☐ Provides cold spring discharge that lowers the temperature of receiving waters and creates summer habitat for salmonoid species.
- ☐ The wetland is located along a tributary that does not support fish, but contributes to a larger body of water that does support fish. The tributary supports downstream fish by providing cooler water and food sources.

13.1. Subject Wetland Contribution to Fish Habitat:

Explain how the subject wetland contributes to the function listed above.

13.2. Statement of No Undue Adverse Impact to *Fish Habitat*:

Explain how the proposed project will not result in any undue, adverse impact to this function. Include any avoidance, minimization, or compensation measures relevant to this function.

14. Wildlife Habitat

☐ Function is present and likely to be significant: Any of the following physical and vegetative characteristics indicate the wetland provides this function.

- ☐ Provides resting, feeding staging or roosting habitat to support waterfowl migration, and feeding habitat for wading birds. Good habitats for these species include open water wetlands.
- ☐ Habitat to support one or more breeding pairs or broods of waterfowl including all species of ducks, geese, and swans. Good habitats for these species include open water habitats adjacent shallow marsh, deep marsh, shrub wetland, forested wetland, or naturally vegetated buffer zone.
- ☐ Provides a nest site, a buffer for a nest site or feeding habitat for wading birds including but not limited to: great blue heron, black-crowned night heron, green-backed heron, cattle egret, or snowy egret. Good habitats for these species include open water or deep marsh adjacent to forested wetlands, or standing dead trees.
- ☐ Supports or has the habitat to support one or more breeding pairs of any migratory bird that requires wetland habitat for breeding, nesting, rearing of young, feeding, staging roosting, or migration, including: Virginia rail, common snipe, marsh wren, American bittern, northern water thrush, northern harrier, spruce grouse, Cerulean warbler, and common loon.
- ☐ Supports winter habitat for white-tailed deer. Good habitats for this species include softwood swamps. Evidence of use includes browsing, bark stripping, worn trails, or pellet piles.
- ☐ Provides important feeding habitat for black bear, bobcat, or moose based on an assessment of use. Good habitat for these types of species includes wetlands located in a forested mosaic.
- ☐ Has the habitat to support muskrat, otter, or mink. Good habitats for these species include deep marshes, wetlands adjacent to bodies of water including lakes, ponds, rivers, and streams.
- ☐ Supports an active beaver dam, one or more lodges, or evidence of use in two or more consecutive years by an adult beaver population.
- ☐ Provides the following habitats that support the reproduction of uncommon Vermont amphibian species including:
  - ☐ Wood frog, Jefferson salamander, blue-spotted salamander, or spotted salamander. Breeding habitat for these species includes vernal pools and small ponds.
  - ☐ Northern dusky salamander and the spring salamander. Habitat for these species includes headwater seeps, springs, and streams.
  - ☐ The four-toed salamander, Fowler's toad, western or boreal chorus frog, or other amphibians, found in Vermont of similar significance.
- ☐ Supports or has the habitat to support populations of Vermont amphibian species including, but not limited to, pickerel frog, northern leopard frog, mink frog, and others found in Vermont of similar significance. Good habitat for these types of species include large marsh systems with open water components.
- ☐ Supports or has the habitat to support populations of uncommon Vermont reptile species including: wood turtle, northern map turtle, eastern musk turtle, spotted turtle, spiny softshell, eastern ribbonsnake, northern watersnake, and others found in Vermont of similar significance.
- ☐ Supports or has the habitat to support significant populations of Vermont reptile species, including smooth greensnake, DeKay's brownsnake, or other more common wetland-associated species.
- ☐ Meets four or more of the following conditions indicative of wildlife habitat diversity:
  - ☐ Three or more wetland vegetation classes (greater than 1/2 acre) present including but not limited to: open water contiguous to, but not necessarily part of, the wetland, deep marsh, shallow marsh, shrub swamp, forested swamp, fen, or bog.

Wildlife Habitat Continued…

☐ The dominant vegetation class is one of the following types: deep marsh, shallow marsh, shrub swamp or, forested swamp.

☐ Located adjacent to a lake, pond, river or stream.

☐ Fifty percent or more of surrounding habitat type is one or more of the following: forest, agricultural land, old field or open land.

☐ Emergent or woody vegetation occupies 26 to 75 percent of wetland, the rest is open water.

☐ One of the following:

- ☐ Hydrologically connected to other wetlands of different dominant classes or open water within 1 mile.
- ☐ Hydrologically connected to other wetlands of same dominant class within 1/2 mile.
- ☐ Within 1/4 mile of other wetlands of different dominant classes or open water, but not hydrologically connected.

☐ Wetland or wetland complex is owned in whole or in part by state or federal government and managed for wildlife and habitat conservation.

☐ Contains evidence that it is used by wetland dependent wildlife species

If any of the above boxes are checked, the wetland provides this function. Complete the following to determine if the wetland provides this function above or below a moderate level. If none of the following apply, the wetland provides this function at a moderate level.

☐ Check box if any of the following conditions apply that may indicate the wetland provides this function at a ***lower*** level.

- ☐ The wetland is small in size for its type and does not represent fugitive habitat in developed areas (vernal pools and seeps are generally small in size, so this does not apply).
- ☐ The surrounding land use is densely developed enough to limit use by wildlife species (with the exception of wetlands with open water habitat). Can be negated by evidence of use.
- ☐ The current use in the wetland results in frequent cutting, mowing or other disturbance.
- ☐ The wetland hydrology and character is at a drier end of the scale and does not support wetland dependent species.

☐ Check box if any of the following conditions apply that may indicate the wetland provides this function at a ***higher*** level.

- ☐ The wetland is large in size and high in quality.
- ☐ The habitat has the potential to support several species based on the assessment above.
- ☐ Wetland is associated with an important wildlife corridor.
- ☐ The wetland has been identified as a locally important wildlife habitat by an ANR Wildlife Biologist.

14.1. Subject Wetland Contribution to Wildlife Habitat Functions:
Explain how the subject wetland contributes to the function listed above.

14.2. Statement of No Undue Adverse Impact to *Wildlife Habitat*:
Explain how the proposed project will not result in any undue, adverse impact to this function. Include any avoidance, minimization, or compensation measures relevant to this function.

15. Exemplary Wetland Natural Community

☐ Function is present and likely to be significant: Any of the following physical and vegetative characteristics indicate the wetland provides this function.

☐ Wetlands that are identified as high quality examples of Vermont's natural community types recognized by the Natural Heritage Information Project of the Vermont Fish and Wildlife Department, including rare types such as dwarf shrub bogs, rich fens, alpine peatlands, red maple-black gum swamps and the more common types including deep bulrush marshes, cattail marshes, northern white cedar swamps, spruce-fir-tamarack swamps, and red maple-black ash seepage swamps are automatically significant for this function

The wetland is also likely to be significant if any of the following conditions are met:

☐ Is an example of a wetland natural community type that has been identified and mapped by, or meets the ranking and mapping standards of, the Natural Heritage Information Project of the Vermont Fish and Wildlife Department. If yes, please contact the Fish and Wildlife Department's Natural Community Ecologist for guidance: robert.zaino@vermont.gov.

☐ Contains ecological features that contribute to Vermont's natural heritage, including, but not limited to:

- ☐ Deep peat accumulation reflecting a long history of wetland formation;
- ☐ Forested wetlands displaying very old trees and other old growth characteristics;
- ☐ A wetland natural community that is at the edge of the normal range for that type;
- ☐ A wetland mosaic containing examples of several to many wetland community types; or
- ☐ A large wetland complex containing examples of several wetland community types.

List species or communities of concern:

15.1. Subject Wetland Proximity to Exemplary Natural Communities

15.2. Statement of No Undue Adverse Impact to <u>Exemplary Wetland Natural Community</u>:

Explain how the proposed project will not result in any undue, adverse impact to this function. Include any avoidance, minimization, or compensation measures relevant to this function.

16. Rare, Threatened, and Endangered Species Habitat:

☐ Function is present and likely to be significant: Any of the following physical and vegetative characteristics indicate the wetland provides this function.

☐ Wetlands that contain one or more species on the federal or state threatened or endangered lists, as well as species that are rare in Vermont, are automatically significant for this function.

The wetland is also likely to be significant if any of the following apply:

☐ There is creditable documentation that the wetland provides important habitat for any species on the federal or state threatened or endangered species lists;

☐ There is creditable documentation that threatened or endangered species have been present in past 10 years;

☐ There is creditable documentation that the wetland provides important habitat for any species listed as rare in Vermont (S1 or S2 ranks), state historic (SH rank), or rare to uncommon globally (G1, G2, or G3 ranks) by the Natural Heritage Information Project of the Vermont Fish and Wildlife Department;

☐ If wetland includes a mapped RTE, please contact the Fish and Wildlife Department's Wildlife Diversity Program: everett.marshall@vermont.gov

☐ There is creditable documentation that the wetland provides habitat for multiple uncommon species of plants or animals (S3 rank).

List name of species and ranking:

16.1. Subject Wetland Contribution to RTE Habitat:

Explain how the subject wetland contributes to the function listed above.

16.2 Statement of No Undue Adverse Impact to ***Rare, Threatened, or Endangered Species Habitat***:

Explain how the proposed project will not result in any undue, adverse impact to this function. Include any avoidance, minimization, or compensation measures relevant to this function.

17. Education and Research in Natural Sciences:

☐ Function is present and likely to be significant: Any of the following characteristics indicate the wetland provides this function.

☐ Owned by or leased to a public entity dedicated to education or research.

☐ History of use for education or research.

☐ Has one or more characteristics making it valuable for education or research.

17.1. Subject Wetland Education and Research Potential:
Explain how the subject wetland contributes to the function listed above.

17.2 Statement of No Undue Adverse Impact to *Education and Research in Natural Sciences*:
Explain how the proposed project will not result in any undue, adverse impact to this value. Include any avoidance, minimization, or compensation measures relevant to this value.

18. Recreational Value and Economic Benefits:

☐ Function is present and likely to be significant: Any of the following characteristics indicate the wetland provides this function.

☐ Used for, or contributes to, recreational activities.

☐ Provides economic benefits.

☐ Provides important habitat for fish or wildlife which can be fished, hunted or trapped under applicable state law.

☐ Used for harvesting of wild foods.

Comments:

18.1. Subject Wetland Recreational and Economic Value:
Explain how the subject wetland contributes to the value listed above.

18.2. Statement of No Undue Adverse Impact to *Recreational Value and Economic Benefits*:
Explain how the proposed project will not result in any undue, adverse impact to this value. Include any avoidance, minimization, or compensation measures relevant to this value.

19. Open Space and Aesthetics:

☐ Function is present and likely to be significant: Any of the following physical and vegetative characteristics indicate the wetland provides this function.

- ☐ Can be readily observed by the public; and
  - ☐ Possesses special or unique aesthetic qualities; or
- ☐ Has prominence as a distinct feature in the surrounding landscape;
- ☐ Has been identified as important open space in a municipal, regional or state plan.

Comments:

19.1. Subject Wetland Aesthetic Value:
Explain how the subject wetland contributes to the value listed above.

19.2. Statement of No Undue Adverse Impact to *Open Space and Aesthetics:*
Explain how the proposed project will not result in any undue, adverse impact to this value. Include any avoidance, minimization, or compensation measures relevant to this value.

20. Erosion Control Through Binding and Stabilizing

☐ Function is present and likely to be significant: Any of the following physical and vegetative characteristics indicate the wetland provides this function.

- ☐ Erosive forces such as wave or current energy are present and any of the following are present as well:
  - ☐ Dense, persistent vegetation along a shoreline or stream bank that reduces an adjacent erosive force.
  - ☐ Good interspersion of persistent emergent vegetation and water along course of water flow.
  - ☐ Studies show that wetlands of similar size, vegetation type, and hydrology are important for erosion control.

What type of erosive forces are present?

- ☐ Lake fetch and waves
- ☐ High current velocities:
- ☐ Water level influenced by upstream impoundment

Erosion Control Through Binding and Stabilization Continued...

If any of the above boxes are checked, the wetland provides this function. Complete the following to determine if the wetland provides this function above or below a moderate level. If none of the following apply, the wetland provides this function at a ***moderate level*.

☐ Check box if any of the following conditions apply that may indicate the wetland provides this function at a ***lower*** level.

☐ The stream is artificially channelized and/or lacks vegetation that contributes to controlling the erosive force.

☐ Check box if any of the following conditions apply that may indicate the wetland provides this function at a ***higher*** level.

☐ The stream contains high sinuosity.

☐ Has been identified through fluvial geomorphic assessment to be important in maintaining the natural condition of the stream or river corridor.

20.1. Subject Wetland Contribution to Erosion Control:

Explain how the subject wetland contributes to the function listed above.

20.2. Statement of No Undue Adverse Impact to *Erosion Control:*

Explain how the proposed project will not result in any undue, adverse impact to this function. include any avoidance, minimization, or compensation measures relevant to this function.

21. Wetland Determination:

*All applications for impacts to preliminarily significant wetlands (unmapped and non-categorical), **require** a wetland determination for Class II. A wetland determination is required for any proposed Class III wetlands impacted by the project which are mapped or categorical class II. Please answer the following questions for applications involving a wetland determination.* ***GIS shapefiles must be included for determinations (please make sure to use this projected coordinate system: NAD 1983 StatePlane Vermont FIPS 4400).***

- ☐ Wetland is mapped or contiguous to the Vermont Significant Wetland InventoryMap
- ☐ Wetland is not mapped on or contiguous to the Vermont Significant Wetland InventoryMap, and does not meet any categories under section 4.6 of the Vermont Wetland Rules
- ☐ Wetland is Categorical Class II

21.1. Reason for Petition:

Please choose one from the dropdown menu.

<Choose One>

21.2. Determination Narrative:

Please provide any narrative to support the petition for a wetland determination here, including previous decisions by the Secretary or Water Board. Determinations are made based on an evaluation of the functions and values present. Add a narrative description on the functions listed in section 10 of this application and described in section 5 of the Vermont Wetland Rules. ***For example:*** *Wetland provides water storage and surface water protection because it is large in size, concave, and naturally vegetated.*

21.3 Vermont Significant Wetland Inventory (VSWI) Mapping Attribute Information:

*If attribute data is **not** included with the shapefile it is **required** to be listed below.*
Please select/add wetland attribute information to be included on the VSWI from the drop-down lists.

You can submit a shapefile using the blank VSWI geodatabase: Wetland Polygon GDB (click blue Download button once on the page to download the blank geodatabase).

You can also join the VSWI Submittal Group to enable polygon submission via a web-based application.

Please check the box if a polygon was uploaded to the VSWI Submittal Group layer for our review: ☐

Wetland Attributes		Wetland Attributes	
Wetland ID		**Wetland ID**	
NWI Code		**NWI Code**	
LLWW		**LLWW**	
VSWI Class		**VSWI Class**	
Mapping Organization		**Mapping Organization**	
Change		**Change**	
Mapping Date		**Mapping Date**	
Program File Number		**Program File Number**	
Notes		**Notes**	

*Cowardin, L.M., Carter, V., Golet, F.C., and LaRoe, E.T. (1979). "Classification of wetlands and deepwater habitats of the United States," U.S. Fish and Wildlife Service, Office of Biological Services, FWS/OBS-79/31/ Washington, DC

https://www.fws.gov/wetlands/data/wetland-codes.html

22. Supporting Materials:

*****ADDITIONAL MATERIAL REQUIRED TO CALL APPLICATION COMPLETE***

22.1. **Location Map:

Provide a location map that is 8 ½" x 11" and separate from any site plans.
The Vermont Natural Resources Atlas is appropriate using USGS topography map base layer, roads, and VSWI wetlands at a minimum.

Date	Title

22.2. **Site Plan(s):

List as specified below. Plans must be legible and include wetland delineation and buffer zones, limits of disturbance, erosion controls, building envelopes, and any permanent memorialization.

Title	Author	Date	Date of Last Revision

22.3. **U.S. Army Corps of Engineer Wetland Delineation Forms:

List attachment names, dates data was collected, cover types sampled, and number of paired plots included

Attachment #/Title	Range of Collection Dates	Vegetation Cover Types	# of Paired Plots

22.4. Other Supporting Documents:

Provide any other documentation that supports the application. Wetland Evaluation Forms must be included with multiple wetland applications.
Other Examples include but are not limited to: *Photographs, easements, agreements, restoration/plan, GIS shapefiles, additional ACOE forms.*

Date	Last Revision	Author	Title

VERMONT

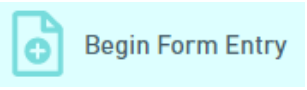
Department of Environmental Conservation
Watershed Management Division
1 National Life Drive, Davis 3
Montpelier, Vermont 05620-3522
https://dec.vermont.gov/watershed

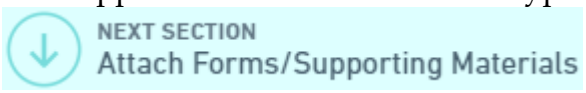
Agency of Natural Resources

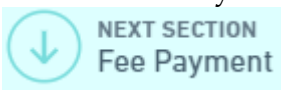
[phone] 802-828-1115

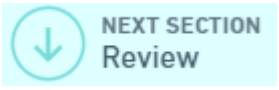
SUBMIT AND PAY ONLINE TO SPEED UP YOUR APPLICATION PROCESSING!

You can submit your application and pay fees online. To start, visit:
https://anronline.vermont.gov/?formtag=WSMD_Intake

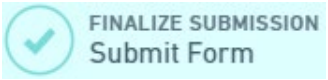
1. Scroll to the bottom of the page and click the 

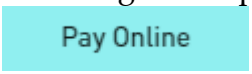
button.
2. Log in to an account, sign up for an account, or continue as a guest user.
3. Fill out each field in the General Information Section.
   - Type the name of the contact person, phone, and email address.
   - Select the Watershed Management Division Program. *The program name is written at the top of 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.

VERMONT
Department of Environmental Conservation

OFFICIAL NOTICE

Hello Neighbor,

This letter is an official notice that _____ intends to apply for one or more permits from the Agency of Natural Resources, Department of Environmental Conservation (DEC). Because your property borders the location of the activity as described below, Vermont law requires the applicant to provide you with notice of the application(s).

Once each application has been submitted and deemed complete by DEC to begin the review, it will be posted to the DEC Environmental Notice Bulletin (ENB) at ENB.VERMONT.GOV, where you may register to receive notifications to stay informed as each application moves through the review process. Although the application(s) may not yet be received or processed by the DEC upon receipt of this letter from the applicant below, you may register now to receive notifications using a specified mile/distance radius from your address location *(see next page for detailed instructions on how to register).*

In the meantime, you may also contact the property owner/applicant with questions about the activity using the contact information provided below. For background, the permit process includes a public comment period and an opportunity to request a public meeting, all which can be done through the ENB link above once permit applications are posted. Note that to appeal a final permit decision you must submit comments during the public comment period.

For additional information please visit the following website: DEC.VERMONT.GOV/PERMITS/ENB/GENERAL. For general questions or assistance with registering on the ENB please call DEC's main line at (802) 828-1556 and plan to provide the permit types that are being applied for as listed below.

PROPERTY OWNER(S)/APPLICANT(S) NAME

PROPERTY OWNER(S)/APPLICANT(S) CONTACT INFORMATION (MUST PROVIDE TELEPHONE NUMBER AND/OR EMAIL)

PROPOSED ACTIVITY STREET ADDRESS/ROUTE

PROPOSED TOWN(S)

PERMIT TYPE(S) (INDICATE FOR EACH PERMIT TYPE NEW OR RENEWAL)

☐ **"Wetlands Individual Permit"**

☐ **"Wetlands Determination"**

☐ **"Wetlands After the Fact Permit"**

☐ **"Wetland Map Edit"**

VERMONT
Department of Environmental Conservation

To register on the ENB and set up your subscription: please go through the following steps. There are illustrated instructions on Page 12 of the ENB User Guide:

1. Go to ENB.VERMONT.GOV
2. Click **Register** on the upper right-hand side of the home page
3. Enter the required information (name, email address and create password) and click Register
4. You will receive an email confirmation for your email address. Once confirmed you will be able to log-in and set up your subscription.
5. Log into ENB and then click **My Subscription** at the top left-hand side of the home page
6. Click **Modify Alerts** on the My Subscription page
7. Click **Edit** for Alert #1
8. Choose the permits being applied for from the **Activity Types of Interest** list by checking the check boxes.
9. Next, choose the location using **Distance from a Point** and click the map icon to set your location.
10. Enter your own address, including Town in the **Search Address** field and set the distance large enough to capture the project activity (1 mile, 5 miles, etc.)
11. Click **OK** once the radius has been set
12. Click **SAVE** on the next page, then Click **OK** to return the main subscription page.
13. Once you receive an alert for an activity, you can choose to **Follow** the activity from your subscription page.
14. For additional instructions see the **User Guide** on ENB.VERMONT.GOV.
15. For help with registration please contact the ENB Administrator: ANR.ENBAdministrator@vermont.gov.