

**Filing Directions**  
for Stormwater Discharges Associated with  
Construction Activity on **Moderate Risk Sites**  
under Construction General Permit 3-9020



**1. Appendix A**

All applications must include a completed Appendix A – Risk Evaluation. This demonstrates the suitability of the project to qualify as Moderate Risk. Complete all questions in the Detailed Risk Evaluation to determine if the project qualifies as Moderate Risk (i.e. scores 1 or 2).

**2. Moderate Risk Notice of Intent**

If the completed Appendix A indicates that the project qualifies as Moderate risk, then the Moderate Risk Notice of Intent (NOI) must be fully completed and signed by the landowner where the project will occur. All additional landowners and operators must complete a Notice of Addition. **Only original signatures are accepted.**

**3. EPSC Plan Summary Forms**

Moderate Risk Projects require the development of a site-specific Erosion Prevention and Sediment Control Plan for use by operators (i.e. contractors) during construction. This plan must conform to the Vermont Standards and Specifications for Erosion Prevention and Sediment Control (2006). The EPSC Plan Summary Forms are designed to accelerate permit review by demonstrating compliance with the state standards in a summary format. Fully completed EPSC Plan Summary Forms must be submitted with the application and the EPSC Plan.

**4. Posting at Municipal Office**

Once the application has been completed, provide a copy of the NOI for posting at the municipal clerk's office at the municipalities where the project will occur. The municipal clerk must publicly post the completed NOI. Additional information for the municipal clerk is located on page 4 of the NOI. Please note that **Section F, Public Notice Requirement, located on page 2 of the NOI, must include the date on which the NOI was posted at the municipal clerk's office.**

**5. Fees**

Effective July 1, 2010, the fee for Moderate Risk projects is **\$300**. Checks should be made payable to the State of Vermont. Only projects funded through the state Capital Improvements Fund are exempt from this fee.

**6. Submitting Applications**

All applications are processed at the Water Quality Division office in Waterbury. Please submit all application materials in hard copy or in PDF format on a CD-ROM to the following address:

***VT Department of Environmental Conservation  
Water Quality Division, Stormwater Section  
103 South Main Street, Building 10 North  
Waterbury, VT 05671-0408***

**7. Permit Processing**

Once a complete application is received, a mandatory 10-day public notice period begins. During which time, the file is directed to a technical staff member for review. Review times are dependent upon the project size and current permit review work load. Applications should be submitted at least 60 days ahead of planned work to avoid delays. Application status updates can be found [here](#).

Click [here](#) to visit the Stormwater Program's Construction Permit website, for additional information!