

**GENERAL APPLICATION INSTRUCTIONS AND NOTICE OF INTENT
FOR PREVIOUS PERMITTEES SEEKING COVERAGE UNDER
GENERAL PERMIT 3-9010 AMENDED**

1. **Applicant:** The record owner and operator, if any, of the land on which the development occurred for which the previous stormwater discharge permit or temporary pollution permit was issued shall apply for coverage under this general permit.

If the project for which a stormwater discharge permit was issued was never built and all development plans have been abandoned, then a statement to such effect should be submitted to the Secretary. In this case, application for coverage under the general permit as a previous permittee will not be required.

Note: If application is made in connection with a subdivision (e.g. commercial or residential subdivision, condominiums and industrial parks), then the applicant must submit copies of documentation establishing an owners/condominium association or other legal entity, which will assume legal and financial responsibility for the operation and maintenance of the stormwater system. This documentation may be submitted to the Department under separate cover and need not be attached to the NOI.

Note: The NOI shall also list the name(s) of persons, if any, who have a substantial property interest, such as through title, lease, purchase or lease option, right-of-way or easement, in the land described above by reasons of ownership or control and shall describe the extent of their interest(s). The Secretary may find that the property interest of any such person is of such significance that the application cannot be accepted or the review cannot be completed without their participation as co-applicants. If such a determination is made, the Secretary will notify the applicant.

2. **Address of Applicant:** Provide address, telephone number, fax and e-mail for applicant.
3. **Name of Project:** Provide the name of the project, e.g. Mapleridge Subdivision, XYZ Corp., Champlain Street Extension, Vermontville Industrial Park, etc.
4. **Permit number:** Provide the permit number of the most recent previously issued stormwater permit.
5. **Description of Project:** e.g. 10 lot residential subdivision, 24 lot industrial park, widget manufacturing facility. Provide number(s) of any Act 250 permit(s), wetland CUD(s) or federal Section 404 permit(s).
6. **Construction Status:** If the construction of the project is not complete, provide a detailed description of the extent of construction completed for the project and of the existing stormwater system.
7. **Location of Project:** Include the town(s) in which the project is located and the nearest town road(s) or street(s).
8. **Name of Receiving Water(s):** Include the name of all receiving waters. For unnamed streams, list unnamed tributary and give the nearest downstream named stream.

9. Designers Certification Form: Attach a completed Designer's Certification form. This certification form should be completed by a qualified stormwater designer.
10. Fees: The administrative processing fee and application fee (if the permit is currently expired, and did not receive Title 3 coverage) must be submitted to DEC with the NOI.
11. Signature: The NOI must be signed and dated by the applicant or the applicant's legally authorized representative. The signature must be an original.

SUBMITTAL PROCESS:

1. Mail the original signed NOI and designer's certification form (including required location map and any plans if applicable), with a check for fees payable to "State of Vermont" to:

Vermont Department of Environmental Conservation
Water Quality Division, Stormwater Management Section
103 South Main Street, Building 10 North
Waterbury, Vermont 05671-0408
2. If applicable, mail to DEC a copy of documentation establishing an owner's association, condominium association or other legal entity to assume financial and legal responsibility for the stormwater treatment system.
3. DEC will review your application for completeness. If DEC determines that your application is complete, DEC will send the approved NOI, with all attachments, to the clerk of the municipality in which the discharge(s) occur. This process will begin the ten (10) public notice period required by General Permit 3-9010 Amended.

If DEC determines that your application is not complete, DEC will send a written notice to you of this determination and will indicate the additional information that is needed. The Secretary may refuse to authorize a discharge pursuant to a General Permit if the additional information is not provided to the Secretary within thirty days of the Secretary's request or within such other time period specified by the Secretary.

**NOTE: IF THE APPLICATION IS NOT SUBMITTED COMPLETE IN ITS ENTIRETY,
THE APPLICATION WILL BE RETURNED BY DEC FOR RESUBMITTAL.**

NOTICE OF INTENT (NOI)

NOTICE OF INTENT TO DISCHARGE STORMWATER
PURSUANT TO GENERAL PERMIT #3-9010 AMENDED

1. Applicant:

Is this NOI being submitted in connection with a subdivision (e.g. residential or commercial subdivisions, condominiums and industrial parks)? Yes or No

2. Address of Applicant:

Telephone:

Fax:

E-mail:

3. Name of Project:

4. Permit Number of the most recent previously issued stormwater permit: ___-_____

5. Description of Project:

6. Is Construction of the Project Complete? Yes or No (If no, describe extent of completion of project)

7. Location of Project:

8. Name of Receiving Water(s):

9. Attach a completed Designer's Certification Form for General Permit 3-9010 Amended.

10. Administrative fee enclosed: (\$100.00) \$ _____

Application fee enclosed: (\$300.00 per impervious acre for currently expired permits, no application fee required if previous permit begins with "2"):

***Total impervious acres** _____ x \$300 = \$ _____

**Needed even if no additional application fee is required*

Total fees enclosed: \$ _____

CERTIFICATION: I hereby certify that I have read General Permit # 3-9010 Amended and agree to abide by its terms.

11. _____
Original Signature of Authorized Representative Title

Print or Type Name Date

DESIGNER'S CERTIFICATION

TO ACCOMPANY NOTICE OF INTENT TO DISCHARGE STORMWATER
PURSUANT TO GENERAL PERMIT 3-9010 AMENDED

- 1. Applicant:
- 2. Permit number of the most recent previously issued stormwater permit: ___- _____
- 3. Name of Project:
- 4. Location of Project:
 - Provide latitude and longitude of project (DD°MM'SS'')
Latitude: _____ ° _____ ' _____ ''
Longitude: _____ ° _____ ' _____ ''
 - Attach an 8½ x 11 topographical map clearly identifying the location of project, discharge point location(s), and receiving water(s).

5. Designer's Certification: Check **only one** of the following:
I hereby certify that in the exercise of my reasonable professional judgment:

- The existing stormwater management system was built prior to expiration of the most recent previously issued permit and is currently operating in compliance¹ with said permit.
- The existing stormwater management system was built prior to expiration of the most recent previously issued permit and is not currently operating in compliance with said permit, and routine maintenance is required to bring the system into compliance with said permit. If yes, attach description of required maintenance.
- The existing stormwater management system was built prior to expiration of the most recent previously issued permit and has "substantially deteriorated." "Substantially deteriorated" means the condition of a stormwater treatment practice that would necessitate repair or reconstruction beyond that which would be considered typical, periodic maintenance for a system of similar design. If yes, attach a description of the construction to be performed in accordance with the terms and conditions of General Permit #3-9010 Amended.
- The stormwater management system was not built prior to expiration of the most recent previously issued permit. If the project has already been built, attach a description of the construction to be performed in accordance with the terms and conditions of General Permit #3-9010 Amended. If the project has been abandoned, attach a letter requesting termination of the previously issued permit.

Signature of Designer

Title

Print or Type Name and address

Date of Inspection

¹ A project will be considered in compliance if the stormwater system is in substantial conformance with design standards of the previous permit and if the current system provides the same level of treatment as that required in the previous permit. In cases where the existing system was not built in exact conformance with the previous permit but is still in compliance, the designer shall include a description of the current stormwater system and provide a revised manner of discharge for each discharge point.