

Act 250 Application Change History

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May 20, 2021

Act 250 Schedule G Form (ver. 2.3; rev. 5/19/2021) contains the following update:

- In the town drop-down lists, the Hinesburg town name has been corrected.

November 4, 2020

Act 250 Application Form (ver. 2.06; rev. 11/4/2020) contains the following updates:

- Corrected error in Construction Date Completion Extension application to allow for a fee less than 62.50 when the Designated Neighborhood Development box is checked.

September 1, 2020

Act 250 Application Form (ver. 2.05; rev. 9/1/20) contains the following updates:

- Removed all references to Commercial Building Energy Standards Stretch Guidelines from the section dealing with Criterion 9(F), in accordance with a decision of the Natural Resources Board made at its [1/14/20 meeting](#).

May 6, 2020

Act 250 Application Form (ver. 2.04; rev. 5/1/20) contains the following updates:

- Resolves a bug that prevented the application form from shortening to 6 pages when the applicant selected the Construction Completion Date Extension 'application type' button.

February 20, 2020

Act 250 Schedule A Form (ver. 2.03; rev. 2/20/20) contains the following updates:

- Resolves a bug that causes the incorrect fee floor (\$62.50 vs \$187.50) when the applicant toggles between the different 'application type' buttons (Application, CCDE, or Administrative Amendment) on the first page of the PDF application.

January 22, 2020

Act 250 Schedule B Form (ver. 2.02; rev. 1/22/20) contains the following updates:

- p. 8 – Criterion 1B, after paragraph I. - Updated link to the Waste Reduction Plan Template: <https://dec.vermont.gov/waste-management/solid/materials-mgmt/construction-waste>
- p. 9 - Criterion 1D - Updated link to the Flood Hazard Area and River Corridor Protection Procedure: https://dec.vermont.gov/sites/dec/files/documents/DEC_FHARCP_Procedure.pdf
- Updated link to the Floodplain Manager Map: https://dec.vermont.gov/sites/dec/files/wsm/rivers/docs/floodplain_mgr_regions.pdf
- p. 9 - Criterion 1E – Updated phone number for Watershed Management Division: 802-828-1115
- p. 10 - Criterion 1F – Updated phone number for Watershed Management Division: 802-828-1115
- p. 10 – Criterion 1G – Updated phone number for Watershed Management Division: 802-828-

1115

- p. 11, Criterion 2 and 3, under paragraph c. – Updated phone number for Drinking Water & Groundwater Protection Division: 802-241-3400, or Toll-free in Vermont 1-800-823-6500
- p. 18: Updated link to Commercial Building Energy Standard (CBES): <https://publicservice.vermont.gov/content/building-energy-standards-update>
- p. 18: Updated link to Residential Building Energy Standards Stretch Code (RBES): <https://publicservice.vermont.gov/content/building-energy-standards-update>
- p. 18: Updated link to 9F Procedure: <https://nrb.vermont.gov/documents/criterion-9f-procedure>
- p. 18: Updated link to CBES Stretch Guidelines: <https://publicservice.vermont.gov/content/building-energy-standards-update>
- p. 20: Updated link to 9L Procedure: <https://nrb.vermont.gov/documents/criterion-9l-guidance-effective-march-15-2016>

November 15, 2019

Act 250 Schedule A Form (ver. 2.01; rev 11/15/19) contains the following updates:

- The Master Plan Fee box was moved to above the NRB Fee SubTotal box to correct the calculation error below.
- The Master Plan had calculation errors that allowed the maximum total fee to go above \$165,000, and if there were no construction costs, the minimum fee of \$62.50 or \$187.50 was being incorrectly added.

November 1, 2019

Act 250 Schedule A Form (ver. 2.0; rev 11/1/19) contains the following updates:

- Added a Master Plan Fee box after the Total Fee box, along with a footnote explaining how to calculate the Master Plan fee (if applicable).
- No longer applies an 'ANR Fee' to Administrative Amendment applications.
- Added a check box to the top of the form for residential projects located in State-Designated neighborhoods. When this box is checked, the NRB Fee SubTotal and ANR Fee are automatically reduced by 50%.
- Asterisks were changed to footnotes and edited for brevity and clarity and to correct an outdated web address.

February 28, 2019

Act 250 Schedule G Form (version 2.2; rev. 2/28/19) contains the following updates:

- Schedule G has been converted from a dynamic to a static PDF-fillable form.
- Canadian provinces and territories have been added as options for the applicant's mailing address.
- URLs are now visible so that they can be easily identified in an in-print version of the form.

- All fields, except the secondary project town, are required fields.
- Instructions throughout the form have been edited to provide more clarity for the applicant.
- In the text immediately preceding the project description field, “*et seg.*” has been corrected to “*et seq.*”

January 8, 2019

Act 250 Application Form (ver. 2.1; rev. 1/8/19) and Schedule G Form (ver. 2.1; rev. 1/8/19) contain the following updates:

- On Page 1 of the Application, in the header, the version number was changed to 2.1 from 1.9, skipping “2.0”, to bring the revision numbering in line with Schedule G.
- On Page 3 of the Application, the applicant is required to submit only 1 complete set of site plans to the District Coordinator. In the previous Application version, the applicant was required to submit 4 complete sets of the application and all supporting documents (including site plans and Schedule G).
- In Schedule G, the name of the form has been changed from “Schedule G – Notice of Application Filing” to “Schedule G – Notice of **Initial** Application Filing” to distinguish this preliminary application form from a later issued notice of application filing that occurs after the permit application is deemed complete.

January 4, 2017

Act 250 Application Form (ver. 1.9; rev. 1/4/17) -- and Schedule G Form (ver. 2.0; rev. 1/4/17) – contain the following updates:

- Schedules F and G have been combined and Schedule F has been eliminated
- On Page 1 of the application, additional guidance has been provided to determine which of three Form Types to select
- Revisions to Schedule B – Criterion 1(D): (Changes in bold italics)

Criterion 1D - Floodways: Demonstrate that the Project will not restrict or divert the flow of flood waters, and endanger the health, safety and welfare of the public or of riparian owners during flooding. Floodway Fringe: Demonstrate that the Project will not significantly increase the peak discharge of the river or stream and endanger the health, safety and welfare of the public or of riparian owners during flooding.

a. Is any portion of the project located within 100 feet of a perennial stream or river? ***“Perennial” means that the stream or river flows continuously within its channel year around.***

Yes No

b. Is any portion of the project located in the Special Flood Hazard Area (SFHA)?

Yes No

c. Is any portion of the project located in a **River Corridor**?

Yes No

Special Flood Hazard Areas and River Corridors are available on the ANR Natural Resources Atlas

(<http://anrmaps.vermont.gov/websites/anra5/>).

Note that the ANR Natural Resources Atlas only has Special Flood Hazard Areas available for the following counties: Chittenden, Washington, Rutland, Bennington, Windham and Windsor. For the remainder of the state, Special Flood Hazard Areas are shown on Flood Insurance Rate Maps available on the FEMA Map Service Center website: <https://msc.fema.gov/portal/search>. River Corridors on streams draining less than 2 square miles are designated on the Atlas as small stream setbacks and will need to be measured on the ground.

If the project is located within a designated Special Flood Hazard Area or River Corridor, it will need to comply No Adverse Impact standards contained in the DEC Flood Hazard Area & River Corridor Protection Procedure (<http://dec.vermont.gov/sites/dec/files/documents/dec-fharcp-2014-12-5.pdf>).

Contact the Vermont Rivers Program of the ANR Watershed Management Division to speak with a Regional Floodplain Manager for your area:

http://dec.vermont.gov/sites/dec/files/wsm/rivers/docs/floodplain_mngr_region_s.pdf.

September 21 and 26, 2016

Act 250 Application Form (version 1.8; rev. 9/21/16) and Schedule G Form (ver. 1.0; rev. 9/26/16) – Contained the following updates

- As of **Monday, October 3, 2016**, applications must be submitted electronically to the appropriate District Office, along with one paper copy of the application and any site plans and supplemental material (as a temporary measure during the transition period).
- Schedule G – Notice of Application Filing Form (version 1.0 – rev. 9-26-2006) is now a separate form from the Act 250 Application Form). Applicant will email the “Schedule G – Notice of Application Filing” form as an attachment to all statutory parties. In lieu of a paper copy of the application, the Statutory Parties will access the electronic application and accompanying documents online, by clicking on the link supplied in the Schedule G form.
- Other changes to the text throughout the Act 250 Application and Schedule G forms to account for the new electronic submission process.

May 31, 2016

Act 250 Application Form (ver. 1.7; rev. 5/31/16) – Contained the following updates

- Criterion 9(F) section updated to reflect the adoption of the Criterion 9(F) Procedure

by the Natural Resources Board, effective June 1, 2016

January 1, 2016

Act 250 Application Form (ver. 1.5; rev. 1/14/16) – Contained the following updates

- Schedule B - Minor language changes to the following question - g. Is a permit or Vermont hazardous waste handler site ID form (notification) with the ANR Hazardous Waste Management Program required?
- Question was added under 1B relating to floor drains. If either “Existing Floor Drains” or “Proposed to be Installed” is checked on the first question, the second question opens up.
- j. Indicate if any building(s) on the property or the proposed project includes any floor drains. _____ No Floor Drains _____ Existing Floor Drains _____ Proposed to be Installed
- If there are existing or proposed floor drains, where do they discharge? _____
Ground Surface _____ Subsurface _____ Municipal Sewer _____ Other

December 4, 2015

Act 250 Application Form (ver. 1.4; 12/4/15) - Contained the following updates

- Fix for known calculation issues Schedule A.
- Page 2, Project Type, now highlighted and has a dropdown with 2 choices.
- Page 2, New question – Is application is the result of an enforcement action by NRB or ANR?