

**NTNC (Non-Transient, Non-Community Water System)
SOURCE AND CONSTRUCTION PERMIT APPLICATION**

This application begins the Water Supply Division's permitting process for proposed new, or changes to existing, Groundwater and Surface Water Source(s) and water system infrastructure design to serve a Proposed or Existing Public Non-Transient, Non-Community Water System.

A site visit will be scheduled following receipt of a complete application. This will determine preliminary suitability of the water source site for development prior to source construction. Connections to a Municipal water system may not need a site visit.

Return completed application to the address at the bottom of the last page

WSD use only: WSD PID #: _____	Associated WSID #: _____
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(Last two columns for WSD use only)

	Code	Date
1. Town project located within:		
2. Project Name:		
3. Owner Name (as shown on property deed)		
Owner Name:		
Mailing Address:		
Owner Phone:	E-mail:	
4. Engineer:		
Mailing Address:		
Engineer Phone:	E-mail:	
5. Hydrogeologist (if used):		
Mailing Address:		
Hydrogeologist Phone:	E-mail:	

6. Project Information:		
i. <input type="checkbox"/> New Water System ii. <input type="checkbox"/> Change to Existing System		
iii. Include a project location map with town/city Parcel ID number, and the deed reference with book and page numbers.		
iv. Any easements required for the water system? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, include a copy of the signed easement agreements.		
v. Include a copy of any prior Water/Wastewater permits issued by the Agency of Natural Resources.		

7. Attach a written description of the project.		
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8. Source Type Proposed:		
<input type="checkbox"/> Bedrock Well <input type="checkbox"/> Gravel Well <input type="checkbox"/> Spring <input type="checkbox"/> Surface Water <input type="checkbox"/> Other (Describe)		

9. Project Demand and supporting calculations: (Vermont Water Supply Rule, UNITIZED AVERAGE DAY FLOWS, table A2-1)				
i. ADD (gpd) = _____ MDD (gpm) = _____				
ii. Supporting calculations				
	Project	Other lots or uses		
Existing flows				
Increase flows				
Total flows				

10. Global Positioning System (GPS) coordinates of securely marked field location(s) of proposed water source(s). NOTE: Use only NAD 83 format. (Report in Degrees, Minutes, and Seconds)				
Source ID.	Latitude	Longitude		

11. Attach USGS 7.5 minute topo map and orthophoto with:		
i. Proposed and existing water supply source location(s) labeled with unique Source ID letter(s).		
ii. Investigation area (see instructions).		
iii. Location of potential sources of contamination		
iv. Identify agricultural lands in the area that may affect the proposed source(s). Include Certification form as appropriate.		
v. Location of other water supply sources within investigation radius.		
vi. Location of wetlands and surface waters.		

12. Attach site plans with:		
i. Proposed and existing water supply source location(s) labeled with unique source ID letter(s) and septic system component locations.		
ii. Areas within the 100-year floodplain identified. <input type="checkbox"/> Yes <input type="checkbox"/> None		

13. Water Quantity:		
i. Attach supporting information that the water supply will likely have sufficient long term capability to provide for the project demands.		
ii. Attach Well Completion Report (if pre-existing source).		

14. Water Quality testing		
i. To be completed after source construction for new water supply sources; For conversion in use or increase in flows for existing water sources attach current water quality test results. See water quality tables in the Vermont Water Supply Rule, Chapter 21.		
15. Attach Construction Information:		
i. Proposed source design plans.		
ii. Water system infrastructure engineering plans for final development. (Water treatment may be required following source construction)		
16. Attach fee; payment by check or money order made payable to the State of Vermont. (See attached Instructions for fee calculation)		

NOTE: Each application for a new source requires public notification. The applicant will be issued an Approval For Public Notice letter by the WSD following our site inspection. Attached to our Approval For Public Notice letter will be a letter and a site map which the applicant will send to all landowners with property adjoining the parcel(s) containing the proposed source location(s). The WSD will provide the opportunity for written public comment and a public hearing.

Certification of Applicant

I recognize that by signing this application I am giving consent to employees of the State to enter the subject property for the purpose of processing this application.

I also certify that to the best of my knowledge and belief the information submitted in this application is true, accurate, and complete.

Signature of Owner, or Individual with the Lawful Authority to sign on behalf of the Owner

Title

Printed Name

Date

.....
WSD codes: C = completed NR = not required IR = information required TBD = to be determined
Non-Transient, Non-Community Water System

SOURCE AND CONSTRUCTION PERMIT APPLICATION FORM

Instructions

Applicant shall provide the following information:

1. Town in which the project is located. If the project crosses town boundaries (facilities such as water sources, treatment facilities, storage tanks, etc. are in other towns), include other town names.
2. Name of project (Please notify the Water Supply Division if the project name changes).
3. Owner Name (as shown on property deed) If there are multiple owners, please provide a separate sheet listing each owner, their mailing address, signature of each, and date. If a municipality, corporation, home owners association, etc. please have the individual who has the lawful authority to act on behalf of the entity sign.
4. Name, mailing address, work and/or home phone numbers, and e-mail of the consulting engineer. All engineering plans and specifications must be signed and stamped by a Vermont registered professional engineer.
5. Name, mailing address, work and/or home phone numbers, and e-mail of the hydrogeologist if such an individual is submitting technical groundwater related information for review.
6. Project Information:
 - i-ii. Please check the appropriate box if this is a new water system or is a change to an existing water system. A change would include adding or replacing a water source, adding or changing water treatment or storage facilities, installing distribution piping, seeking an increase in source yield, drilling the source deeper or hydrofracturing it, or other infrastructure change.
 - iii. A general project location map showing the parcel and town/city parcel identification number. Include the book and page numbers of the parcel deed.
 - iv. List any easements required for the water system and include a copy of the signed easement agreements. This includes easements the applicant may have with adjoining land owners as well as easements on the applicants parcel.
 - v. Attach a copy of any prior Water/Wastewater permits issued by the Agency of Natural Resources relating to this parcel.
7. Provide a written description of the project indicating the purpose, number of service connections, and source of water supply, water treatment type, water storage size, piping sizes and types, and details of fire protection where protection is provided.
8. Check appropriate source type for the project, either existing or proposed. (gravel wells include all dug or drilled wells in unconsolidated materials). If Other is checked, please describe in detail.
9.
 - i. Calculated project demand in both gallons per day and gallons per minute [**Ave. Day Demand (ADD) gpd** = Design Demand (For Design Demand criteria, see Vermont Water Supply Rule, UNITIZED AVERAGE DAY FLOWS, table A2-1). **Max Day Demand (MDD) gpm** = $ADD / 720$]
 - ii. List individual and total water system demands, both existing and proposed, and the basis for the demand. Use an additional sheet if needed.
10. Proposed and existing water supplies for the project shall be GPS located using the **NAD 83 format** (report in Degrees, Minutes, and Seconds). All proposed water supply locations shall be securely marked

and identified on the site in order to facilitate identification of the correct drilling or construction location. Attach another sheet for additional proposed water supply sources if needed.

11. USGS 7.5 minute series topographic map and orthophoto (with contours, if available):

- i. Location of existing source(s) and/or proposed source(s) labeled with unique Source ID letter(s). For existing sources please use their current designation. **Note:** For surface water sources show intake(s) location, elevation, and watershed boundary.
- ii. Investigation area. This is determined using the proposed withdrawal rate for each source.

Source Max. Day Demand	Investigation area
Less than 2.0 gpm	200 ft. radius
Between 2.0 and 5.0 gpm	300 ft. radius
Between 5.0 and 8.0 gpm	400 ft. radius
Between 8.0 and 12.0 gpm	500 ft. radius
Between 12.0 and 20.0 gpm	2,000 ft. radius
Greater than 20.0 gpm	3,000 ft. radius
At any demand rate	Delineated Source Protection Area *

* The water system may choose to delineate a more accurate source protection area using appropriate techniques and available information rather than use the default investigation radius.

- iii. Location of *all potential or existing sources of contamination* (PSOC) within the investigation area using the radius methodology. (A map at larger scale may be needed, see #12 below). *For surface water sources:* identify PSOC's within the watershed boundary. Information to include the identification of existing and likely future land use practices and should be gathered from **at least:**
 - a) Vermont Agency of Natural Resources – Wastewater Management Division, Waste Management Division, and Water Quality Division. (include identification of permits issued for land use activities that are not yet constructed).
 - b) Any hazardous waste sites as designated by the Waste Management Division located within 2000 feet of the proposed water source(s). (Tele: (802) 241-3888)
 - c) Field investigations.
 - d) Local residents

Note: A Source Protection Plan for the water supply(s) shall be developed and submitted for approval prior to issuance of a Source Permit. See: <http://www.anr.state.vt.us/dec/watersup/spa/SPPRequiredInfo.pdf>

- iv. Identify agricultural land uses in the area that may affect the water source(s). If any agriculture lands are identified that may affect the proposed water source, then a completed Certification form shall be included with this application. See: <http://www.anr.state.vt.us/dec/watersup/permits.htm>
- v. Location of all other water supply sources which are located within the investigation area using the radius methodology.
- vi. Location of wetlands and surface waters within the investigation area, or if none, the distance to the nearest surface water (in feet).

12. Site Plan:

- i. The most current site plan showing the Investigation area and Required Minimum Separation Distances to Domestic Sewage Disposal Beds boundaries around each proposed and current source location(s) labeled with unique source ID letter(s). (For existing sources use current designations).

Show locations for all components of proposed and existing septic and water systems on the subject and adjacent parcels.

- ii. Identify the area of a 100-year floodplain if present in the area of the water system components.

13. Water Quantity:

- i. Attach supporting information that the water supply will have sufficient long term capability to consistently provide the project demand and peak instantaneous flows. Minimum stream flow and wetland requirements need to be evaluated in determining adequate source supply. Interference with nearby water supplies needs to be considered and evaluated.
- ii. Submit the Well Completion Report completed by the well driller for existing drilled well sources, or if the well location has not yet been approved, after well construction.

Note: A Source Testing Review Application needs to be submitted for review and approval if the source is to be yield tested, interference issues assessed, or special studies are required.

14. Water Quality Testing:

- i. The water quality parameters identified in the Water Supply Rule, Chapter 21, shall be initially sampled from each source (prior to any water treatment) and the analyses submitted for review in the Source Evaluation Report.

Note: When submitting water samples to a laboratory for analysis, label the source samples with the source number or name, and identify the sample as "raw water, initial, other (not for compliance)"

15. Construction Information:

- i. Source construction plans which show that each source is, or will be, constructed to WSD standards. If the source is located greater than 150 feet from surface water and has greater than 50 feet of grouted casing then it will be eligible for an exemption from microscopic particulate analysis (MPA) testing.
- ii. Engineering plans and specifications which show the project layout, system components and technical specifications, burial depths, stream and/or road crossings, backflow/cross connection protection, static and residual water pressures, fixtures, and fire protection, where provided, are, or will be, built to WSD standards. Include on the plans any septic systems, sewer lines, roads, parking areas, buildings, recreational facilities, etc. that may affect the operations or water quality of the water system.

- 16. Attach fee payment by check or money order made payable to the State of Vermont. The fee calculation is \$500.00 per source, plus \$275.00 per application plus \$0.0055 per gallon of design capacity; \$110.00 for permit amendments.

This application and related environmental information are available electronically via the internet. For information visit us through the Vermont Homepage at <http://www.vermont.gov> or visit VT WSD directly at <http://www.vermontdrinkingwater.org>

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