



Vermont Association of Snow Travelers, Inc.  
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 Barre, VT 05641  
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 vtvast.org

# Trail Construction Permitting

Do you need a permit for your trail construction project?

## Permit Help

While you are in the planning stages of your project we strongly urge you to contact the VAST office with any questions or concerns you may have about your project and/or the permitting processes that may be involved prior to the start of any work. You can call 802-229-0005 and speak with Matt (x12). He will be glad to help you by providing with you with the necessary information and pointing you in the right direction. Starting early in the planning process will make your life much easier and the project move along much smoother.

You may also contact a **State of Vermont Permit Assistant Specialist**. The Permit Assistance Program is part of the Environmental Assistance Office, a non-regulatory branch of the Vermont Department of Environmental Conservation. "The goal of the Permit Assistant Specialist is to take the mystery, anxiety, and any frustration out of the permit process." The Specialists provide you with advice about state permits required for your project and help you find the resources and staff to help you obtain your permit(s). The Specialists are located in 5 regional and 5 satellite offices across the state. (See map).

A Permit Assistant Specialist can also prepare a project Review Sheet (PRS). The PRS is a determination of environmental and state permits your project may need. It lists the agencies and departments and provides contact information. Knowing all of the permits required before you

begin your project can prevent costly delays, saving you time, money and frustration.

To quickly locate a permit specialist serving your area, use the map below or the Permit Specialist locator at: [www.anr.state.vt.us/dec/ead/pa](http://www.anr.state.vt.us/dec/ead/pa)

**The Permit Handbook** is a reference book that explains most of the states permit programs with summaries of permits, required fees, and contact persons within specific programs. The *Permit Handbook* is available on the internet at: [www.anr.state.vt.us/dec/permit\\_hb/tableofcontents.htm](http://www.anr.state.vt.us/dec/permit_hb/tableofcontents.htm)

- ◆ At DEC Regional offices and most municipal offices
- ◆ Or obtain a copy by contacting the Environmental Assistance Office at 241-4228

**Permit Information Summary Page** contains a listing of all department of Environmental Conservation (DEC) Permit Programs with links to application forms, instructions and other permitting information. The Permit Information Summary Page is available on the Internet at: [www.anr.state.vt.us/dec/permits.htm](http://www.anr.state.vt.us/dec/permits.htm)

## Regional Offices

### Department Of Environmental Conservation (DEC) District Environmental Commissions (Act 250)

#### DISTRICTS 1, 8, & 9

450 Asa Bloomer State Office Bldg.  
 Merchants Row, Rutland, VT 05701-5903

**DEC Permit Specialist** ..... 786-5907  
 DEC Regional Engineer ..... 786-5900  
 Act 250 (Dist #1 & 8) ..... 786-5920  
 Act 250 (Dist #9) ..... 879-5614  
 DEC River Management ..... 371-8342  
 DEC Wetlands ..... 885-8851

#### DISTRICTS 2 & 3

100 Mineral Street, Suite #303  
 Springfield, VT 05156

**DEC Permit Specialist** ..... 885-8850  
 DEC Regional Engineer ..... 885-8855  
 Act 250 (Dist #2, 3, & 3A) ..... 885-8855  
 DEC River Management ..... 345-3510  
 DEC Wetlands ..... 885-8851

#### DISTRICTS 4 & 6

111 West Street  
 Essex Junction, VT 05452

**DEC Permit Specialist** ..... 879-5676  
 DEC Regional Eng (Dist #4 & 6) 879-5656  
 DEC Regional Eng (Dist # 9) ..... 786-5900  
 Act 250 (Dist #4, 6, & 9) ..... 879-5614  
 DEC River Management ..... 777-5328  
 DEC Wetlands ..... 879-2396

#### DISTRICTS 3A & 5

5 Perry Street, Suite 80  
 Barre, VT 05641

**DEC Permit Specialist** ..... 476-0195  
 DEC Regional Engineer ..... 476-0190  
 Act 250 (Dist #3A) ..... 885-8855  
 Act 250 (Dist #5) ..... 476-0185  
 DEC River Management ..... 279-1143  
 DEC Wetlands (Dist #3A) ..... 885-8851  
 DEC Wetlands (Dist #5) ..... 338-4823

#### DISTRICT 7

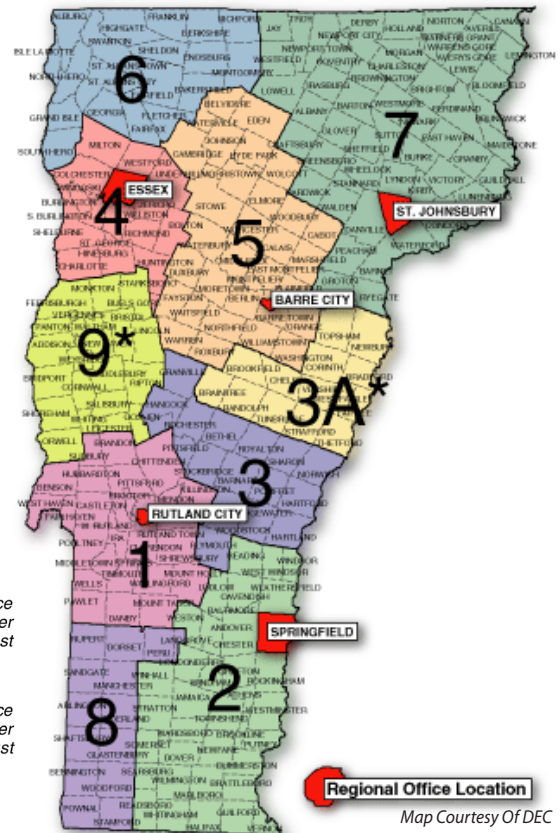
1229 Portland Street, Suite 201  
 St. Johnsbury, VT 05819

**DEC Permit Specialist (Tues)** ..... 751-0127  
**DEC Permit Specialist M,W,Th,F** 476-0195  
 DEC Regional Engineer ..... 751-0130  
 Act 250 ..... 751-0120  
 DEC River Management ..... 343-0217  
 DEC Wetlands ..... 338-4823

*For towns in District 3A, contact the Springfield Office for Act 250 Permits. For Water Supply, Wastewater Disposal and Subdivision Permits, District 3A must contact the Barre Office.*

#### 9\* NOTE:

*For towns in District 9, contact the Essex Junction Office for Act 250 Permits. For Water Supply, Wastewater Disposal and Subdivision Permits, District 9 must contact the Rutland Office.*



Regional Office Location

Map Courtesy Of DEC

VAST0024(0412)

## Permit Contact Information

The following is a partial list of contacts from the Department of Environmental Conservation (DEC), Agency of Transportation (AOT) and U.S. Army Corps of Engineers. This is only a partial list of contacts for some of the most common permits obtained by VAST Snowmobile Clubs. You may need additional permits for your particular project. We recommend that you check with local zoning and any ordinance that map apply to your project. Contact the appropriate specialists if there is even the slightest chance that you may need one of the following permits. You may contact your regional office and/or a **Permit Assistant Specialist** for further information. (See map on front)

### Protection Of Historic Sites (Criterion # 8 of ACT 250)

Department of Historic Preservation: 828-3206

### Use Within 500' Of A Limited Access Highway

Agency of Transportation (Utilities Section): 828-2485

### Work Within State Highway Right Of Way

Agency of Transportation (Utilities Section): 828-2485

### Railroad Right Of Way & Crossings

Agency of Transportation  
(Operations Division (Rail Section)): 522-7793

### Stream Alterations

(See map for your specific area & contact person)

### Wetlands

Department of Environmental Conservation

Regional Offices:

Waterbury-241-3800

Rutland-786-5900

Essex Junction-879-5656

Barre-476-0190

St. Johnsbury-751-0130

Springfield 885-8855

### Federal Permit For Work In Rivers And Streams

U.S. Army Corps of Engineers: 872-2893

## Act 250 Permitting

ACT 250, Vermont's development and control law, is administered by nine District Environmental Commissions, comprised of citizens appointed by the Governor, and supported by staff (District Coordinators) in five Regional Offices. (See map on front)

### You may need an ACT 250 Permit if any of the following applies to your project.

- ◆ Construction will disturb more than 10 acres, or is part of a larger project that will involve more than 10 acres of land.
- ◆ Construction is taking place above 2,500 feet in elevation.
- ◆ The land in which your project will be taking place on is currently under jurisdiction of ACT 250.

## Additional Contact Information

### Department Of Public Safety

Sergeant J. R. Underhill, Recreational Enforcement Unit

Commander: 878-7111 x 2014

Jere Johnson, Education Coordinator: 878-7111 x 2211

### Secretary Of State

Corporations: 828-2386

Professional Regulation: 828-1505

## Stream Alteration Engineer Districts

