

## Annual Report of Permit Activity for State Fiscal Year 2015

January 15, 2016

Submitted to the Vermont General Assembly by Agency of Natural Resources, Department of Environmental Conservation

The following report is submitted pursuant to Title 3, V.S.A. §2822(g), which requires the Secretary of Natural Resources (Secretary) to provide the General Assembly with an annual summary of activities in the permit programs managed by the Department of Environmental Conservation (Department). This report includes an annual summary of activities for SFY 2015. The legislation that established the fees for the Department's regulatory programs was last reexamined by the Legislature in 2015.

**Performance standards** In accordance with Title 3, V.S.A. §2822(g), the Secretary established performance standards for the timely processing of applications for permits, licenses and registrations issued by the Department. In State Fiscal year 2015, the Department issued a total of 11422 decisions which have an established performance standard. Of those decisions an average of 73% met their respective performance standard.

Note that the performance standards were developed based on a goal of having 90% of the permits/licenses issued meet their respective standard. See attached table summarizing permit actions and related fees received in SFY 2015.

**Areas that hinder effectiveness** In FY2015 the several programs through the department experienced a considerable turnover of staff which was further exacerbated by a department wide 90 day hiring delay that was implemented in December 2014 to address fiscal issues related to the second of two FY15 rescissions. This left some programs with longer than usual periods of time with positions having to remain vacant. In addition to this, other programs were faced with more complex projects requiring a longer and more intensive review which combined with the hiring delay created additional workloads in certain permitting programs.

**Changes made to improve performance** In SFY 2014 the Department fully launched a Business Transformation Initiative which is an effort to build a system of continuous process improvement with the goal of better servicing the Vermont public through more efficient, timely and transparent processes. This initiative utilizes "Lean" improvement methods, and modern information technology tools. In SFY 2015, we continued to expand Lean throughout the Department. Over the course of the year, we held six week-long events, including an interagency event with VTrans, bringing the total number of actively tracked projects to 12. We also held seven mini events, which range from one to three days and were initiated by staff and led by internal trained facilitators. These projects are monitored separately at the Program level. In total, over 125 DEC staff have participated in some form of Lean event.

Additionally the Department launched a web based submittal system in February 2015 known as ANR Online which allows permitting programs to begin accepting on line applications and data. Five programs had online forms available. We continue to develop forms into SFY 2016 and expect our largest permitting program will have online forms/applications available in spring 2016.

**Staffing for the coming year** Staffing, due to fiscal challenges overall, remained a challenge in SFY15 which affected some permitting programs. As described above we implemented a 90-day hiring delay department wide in December 2014 to aid with the SFY15 November rescission. As a result of this some programs experienced significant delays in their ability to rehire staff. We do however now have the position pilot legislative authorization which provided some assistance in SFY15 where we had funding available to secure additional positions and reduce our reliance on temporary staff as appropriate.

**Fees collected** (see attached table) During SFY 2015 the Department collected \$6,310,763 in permit and licensing fees.

**Certification that Revenue is at Least Equal to cost.** As in prior years additional funds from other sources (federal, special, etc.) continue to be leveraged and used to support the Department's permit programs and initiatives in SFY 2015. The Department's SFY15 budget was comprised of general funds, over 20 different special funds (including the environmental permit fund), federal grant funds and interdepartmental funds.

## SFY 2015 PEP Data

	Number of Cases Received	Number of Cases Completed	Performance Standard, Days	Average DEC Days	Number of Cases Meeting Standard	Percentage of Cases Meeting Standard	Fees Received
<b>Air Pollution</b>							
Admin Amendment	7	7	30	7	7	100%	
Operating Permit: Renewal: pre PEP std	n/a	n/a	n/a	n/a	n/a	n/a	
Operating Permit Renewal (No NSR)	10	10	150	1603	2	20%	
Construction Permit: Minor	4	4	80	62	3	75%	
Construction Permit: Minor w/ meeting	20	20	125	385	14	70%	
Construction Permit: Major	0%	0%	175	0%	0%	0%	
							\$ 1,363,037

## Aquatic Nuisance

Treatment Permit: All Pesticides and Chemicals	3	4	180	139	2	100%	\$75.00
Treatment Permit: Bottom Barriers/Powered Mechanical Devices	9	7	75	200	1	14%	\$175.00
Treatment Permit: Structural and Biological Controls	1	0	180	n/a	0	0%	\$0.00

## Dam Safety

Dam Safety Permit w/o Public Meeting	10	6	45	41	5	83%	\$ 6,932
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## Hazardous Waste

Treatment, Storage, Disposal Certificate	6	6	n/a	n/a	n/a	n/a	\$ 10,850
Large Quantity Generator	47	47	n/a	n/a	n/a	n/a	\$ 28,200
Small Quantity Generator	245	245	n/a	n/a	n/a	n/a	\$ 32,125
Condition/al Exempt Generators	2016	2015	n/a	n/a	n/a	n/a	\$ 157,050

## Potable Water Supply/Wastewater Disposal/Subdivision

Potable Water Supply/Wastewater Disposal/Subdivision: Greater than 500 gal	601	571	45	14	554	97%	
Potable Water Supply/Wastewater Disposal/Subdivision: Less than or equal to 500 gpd	1793	1796	30	12	800	97%	
Land Subdivision: Multiple Lots	216	199	45	14	194	97%	

**SFY 2015 PEP Data**

	Number of Cases Received	Number of Cases Completed	Performance Standard, Days	Average DEC Days	Number of Cases Meeting Standard	Percentage of Cases Meeting Standard	Fees Received
Land Subdivision: Single Family Home or Own Lot	822	836	30	11	815	97%	
total fees							\$952,309.00

**Lakes and Ponds**

Lake Encroachment Permit	38	33	90	77	22	66%	\$44,386.26
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**Solid Waste**

Administrative Amendment	8	8	30	5	8	100%	
Categorical Certification of Disposal Facilities	5	5	30	88	0	0%	
Composting Facility Certification: Categorical	5	5	30	18	15	100%	
Composting Facility Certification: New or Complex Renewal with Hearing	2	2	180	118	2	100%	
Landfill Certification and Treatment: New or Complex Renewal	1	1	260	110	1	100%	
Landfill Certification and Treatment: Renewal							
Landfills: Post Closure Certification	12	12	120	83	11	92%	
Recycling Facility Certification: Categorical	18	18	30	15	14	78%	
Transfer Station/Recycling Facility Certification: New or Complex	6	6	160	114	6	100%	
Transfer Station/Recycling Facility Certification: Renewal	23	23	100	71	16	70%	
total fees							\$ 659,648

**Residual Mangement**

Residual Man/agement Certification	5	9	120	128	4	44%	\$4,640.00
Residual Man/agement Certification w/Hearing	n/a	n/a	200	n/a	n/a	n/a	\$210.00

**Waste Haulers**

Waste Hauler Permit Stickers: Solid Waste	2166	2166	30	6	363	94%	
Waste Hauler Permit Stickers: Residual Waste	178	178	30	6	135	95%	
Waste Hauler Permit Stickers: Hazardous Waste	2291	2291	30	3	169	97%	

**SFY 2015 PEP Data**

	Number of Cases Received	Number of Cases Completed	Performance Standard, Days	Average DEC Days	Number of Cases Meeting Standard	Percentage of Cases Meeting Standard	Fees Received
total fees							\$ 416,400

**Stream Alteration**

Mineral Prospecting Permit	15	15	30	3	15	100%	\$0.00
Stream Alteration Permit			40				\$650.00

**Underground Storage Tanks**

UST: Permit: New (tanks only - not replacements)	60	67	60		63	94%	
UST: Permit: Renewal	229	242	30		226	93%	
UST: Permit: Operation/al (construction/change)	112	119	30		119	100%	
UST Fees: New, Renewal and Annual							\$ 239,600

**Wastewater Designer License**

Designer License: Class A	29	29	90	3	29	100%	\$1,575.00
Designer License: Class B	145	142	45	3	142	100%	\$8,250.00

**Wastewater Discharges and Stormwater**

Direct Discharge: General Permit NOI	15	15	30	11	15	100%	\$1,680.00
Direct Discharge: Individual Discharge Permit: New	11	15	150	92	11	73%	\$6,697.96
Direct Discharge: Individual Discharge Permit: Renewal	22	20	120	900	1	5%	\$1,440.00
Indirect Discharge: General Permit	1	1	30	10	1	100%	\$240.00
Indirect Discharge: Greater than 10,000 gpd	11	15	120	69	15	100%	
Indirect Discharge: Greater than 10,000 gpd with Hearing	0	1	180	221	0	0	
Indirect Discharge: Less than or equal to 10,000 gpd	9	13	90	49	13	100%	\$5,795.00
Stormwater Individual Discharge Permit: New (INDS)	60	53	90	71	41	77%	\$145,092.92
Stormwater Individual & General Discharge Permits: Renewal (.R) & 9010s	111	107	90	45	100	93%	\$590,841.23
Stormwater General Permit: NOI (9003, 9015, 9020)	437	417	60	45	345	83%	\$74,879.34
Underground Injection Control Permit	0	0	60	n/a	n/a	n/a	\$640.00
Old Underground Injection Control Permit	2	59	60	1827	2	3%	\$520.00

**SFY 2015 PEP Data**

	Number of Cases Received	Number of Cases Completed	Performance Standard, Days	Average DEC Days	Number of Cases Meeting Standard	Percentage of Cases Meeting Standard	Fees Received
<b>Wastewater Operators</b>							
Wastewater Treatment Facility Operator Certification	269	279	30	5	278	100%	\$15,905.00
<b>Water Supply</b>							
Bottled Water Permit	28	24	30	31	20	83%	\$152,212.55
Public Water System Construction Permit	124	102	30	146	18	18%	\$43,262.95
Public Water System Construction Permit: Amendment	11	9	21	28	3	33%	\$0.00
Source Permit	35	43	180	87	38	88%	\$20,840.00
Source Permit Amendment	6	7	180	29	7	100%	\$0.00
Permit to Operate a Water System	109	45	120	292	18	40%	\$724,489.80
Permit to Operate a Water System: TNC Only General Permit	59	49	120	12	48	98%	\$56,315.00
Water System Operator Certifications	345	472	30	20	347	74%	\$29,605.00
<b>Well Drillers</b>							
Well Driller's Licenses	19	27	30	22	25	93%	\$10,650.00
<b>Wetland Permits</b>							
Wetland Permit	113	111	90	89	73	66%	\$503,543.80
<b>totals/average</b>	11316	11422				73%	\$6,310,763.01