

## **Annual Report of Permit Activity for State Fiscal Years 2013 and 2014**

January 15, 2015

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 2013 and 2014. The legislation that established the fees for the Department's regulatory programs was last reexamined by the Legislature in 2012. The fees will be reexamined in the 2015 legislative session.

**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 2013, the Department issued a total of 9,441 decisions which have an established performance standard. Of those decisions an average of 76% met their respective performance standard.
- In State Fiscal year 2014, the Department issued a total of 10,022 decisions which have an established performance standard. Of those decisions an average of 87% 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 2013 and 2014.

**Areas that hinder effectiveness** Some programs since SFY 2013 have seen a constant or considerable turnover of staff, and others have had complex projects requiring longer more intensive review, additional workload and new permitting programs. During SFY2013 the Department's permitting programs were still recovering from the impact of losing permit documents during Hurricane Irene, backlogs, and the final move into the National Life offices.

**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. The Department held its first six Lean Projects the second half of SFY 2014 to improve performance. Additionally, a web-based submittal system is being launched in February 2015 known as ANR Online which will allow some permitting programs to begin accepting on-line applications and data in calendar year 2015.

**Staffing for the coming year** Staffing needs were addressed in 2013 and 2014 via both the budget and Joint Fiscal Office. The position pilot legislative authorization could assist us with potential needs in the coming year as appropriate.

**Fees collected** (see attached table)

- During SFY 2013 the Department collected \$ 5,761,779 in permit and licensing fees
- During SFY 2014 the Department collected \$ 5,713,277 in permit and licensing fees

**Certification that Revenue is at Least Equal to cost** Additional funds from other sources (federal, special, etc.) were used to support the Department's permit programs and initiatives in SFY 2014.

SFY 2013 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		5	5	30	13	5	100%	
Operating Permit: Renewal: pre PEP std		n/a	n/a	n/a	n/a	n/a	n/a	
Operating Permit Renewal (No NSR)		8	8	150	496	5	63%	
Construction Permit: Minor		10	10	80	39	10	100%	
Construction Permit: Minor w/ meeting		16	16	125	117	11	69%	
Construction Permit: Major		2	2	175	502	0	0%	
								\$1,422,370.19
<b>Aquatic Nuisance</b>								
Treatment Permit: All Pesticides and Chemicals		1	1	180	122	1	100%	\$500.00
Treatment Permit: Bottom Barriers/Powered Mechanical Devices		12	11	75	176	0	0%	\$475.00
Treatment Permit: Structural and Biological Controls		2	2	180	127	2	100%	\$300.00
<b>Dam Safety</b>								
Dam Safety Permit w/o Public Meeting		2	3	45	62	1	33%	\$410.00
<b>Hazardous Waste</b>								
Treatment, Storage, Disposal Certificate		3	3	180	>180 days	n/a	0%	\$225.00
Large Quantity Generator		45	45	n/a	n/a	n/a	n/a	\$24,775.00
Small Quantity Generator		353	353	n/a	n/a	n/a	n/a	\$37,050.00
<b>Potable Water Supply/Wastewater Disposal/Subdivision</b>								
Potable Water Supply/Wastewater Disposal/Subdivision: Greater than 500 gal		551	541	45	13	533	99%	
Potable Water Supply/Wastewater Disposal/Subdivision: Less than or equal to 500 gpd		435	754	30	10	747	99%	
Land Subdivision: Multiple Lots		236	249	45	13	244	98%	
Land Subdivision: Single Family Home or Own Lot		811	842	30	11	832	99%	
total fees								\$854,475.50

SFY 2013 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
Lakes and Ponds							
Lake Encroachment Permit	52	62	90	57	57	92%	\$10,701.91
Solid Waste							
Administrative Amendment	3	1	30	45	0	0%	
Categorical Certification of Disposal Facilities	3	3	30	90	0	0%	
Composting Facility Certification: Categorical	1	1	30	27	1	100%	
Composting Facility Certification: New or Complex Renewal with Hearing	0	0	n/a	n/a	n/a	n/a	
Landfill Certification and Treatment: New or Complex Renewal	2	2	260	162	2	100%	
Landfill Certification and Treatment: Renewal	1	1	120	92	1	100%	
Landfills: Post Closure Certification	4	2	120	190	1	50%	
Recycling Facility Certification: Categorical	15	14	30	29	11	97%	
Transfer Station/Recycling Facility Certification: New or Complex	2	2	180	55	2	100%	
Transfer Station/Recycling Facility Certification: Renewal	18	21	100	119	11	55%	
total fees							\$588,992.00
Residual Mangement							
Residual Management Certification	1	3	120	69	2	67%	\$1,050.00
Residual Management Certification w/Hearing	0	0	200	n/a	n/a	n/a	
Waste Haulers							
Waste Hauler Vehicle Stickers: Solid Waste	1,418	1,418	n/a	n/a	n/a	n/a	
Waste Hauler Vehicle Stickers: Residual Waste	201	201	n/a	n/a	n/a	n/a	
Waste Hauler Vehicle Stickers: Hazardous Waste	2,600	2,600	n/a	n/a	n/a	n/a	
total fees							\$587,800.00
Stream Alteration							
Mineral Prospecting Permit	11	11	30	15	11	100%	\$300.00

<b>SFY 2013 PEP Data</b>	<b>Number of Cases Received</b>	<b>Number of Cases Completed</b>	<b>Performance Standard, Days</b>	<b>Average DEC Days</b>	<b>Number of Cases Meeting Standard</b>	<b>Percentage of Cases Meeting Standard</b>	<b>Fees Received</b>
Stream Alteration Permit - Individual	16	16	40	17	14	88%	\$1,205.00
<b>Underground Storage Tanks</b>							
UST: Permit: New	276	267	60	45	267	100%	
UST: Permit: Renewal	361	453	30	25	453	100%	
UST Fees: New, renewal and annual							\$251,925.00
<b>Wastewater Designer License</b>							
Designer License: Class A	30	30	90	10	29	97%	\$4,700.00
Designer License: Class B	144	143	45	4	143	100%	\$7,740.00
<b>Wastewater Discharges and Stormwater</b>							
Direct Discharge: General Permit NOI	23	23	30	11	23	100%	\$2,520.00
Direct Discharge: Individual Discharge Permit: New	7	10	150	101	9	90%	\$26,637.20
Direct Discharge: Individual Discharge Permit: Renewal	30	21	120	160	11	52%	\$480.00
Indirect Discharge: General Permit	3	3	30	11	3	100%	
Indirect Discharge: Greater than 10,000 gpd	14	20	120	88	18	90%	\$0.00
Indirect Discharge: Greater than 10,000 gpd with Hearing	0	0	180	n/a	n/a	n/a	
Indirect Discharge: Less than or equal to 10,000 gpd	3	7	90	66	6	86%	\$5,455.00
Stormwater Individual Discharge Permit: New (INDS)	47	41	90	85	26	64%	\$71,512.40
Stormwater Individual & General Discharge Permits: Renewal (.R) & 9010s	138	129	90	58	118	92%	\$512,969.05
Stormwater General Permit: NOI (9003, 9015, 9020)	393	346	60	45	285	83%	\$65,487.00
Underground Injection Control Permit	8	5	60	345	0	0%	\$7,553.40
Old Underground Injection Control Permit	n/a	n/a	n/a	n/a	n/a	n/a	
<b>Wastewater Operators</b>							
Wastewater Treatment Facility Operator Certification	196	233	30	9	232	100%	\$14,520.00
<b>Water Supply</b>							

<b>SFY 2013 PEP Data</b>	<b>Number of Cases Received</b>	<b>Number of Cases Completed</b>	<b>Performance Standard, Days</b>	<b>Average DEC Days</b>	<b>Number of Cases Meeting Standard</b>	<b>Percentage of Cases Meeting Standard</b>	<b>Fees Received</b>
Bottled Water Permit	24	31	30	95	26	84%	\$100,500.00
Public Water System Construction Permit	142	127	30	92	64	50%	\$28,847.89
Public Water System Construction Permit: Amendment	9	6	21	33	4	67%	\$0.00
Source Permit	48	43	180	80	32	74%	\$14,720.00
Source Permit Amendment	2	1	180	12	1	100%	
Permit to Operate a Water System	259	240	120	195	106	44%	\$581,941.92
Permit to Operate a Water System: TNC Only General Permit	37	37	120	108	31	84%	\$29,290.98
Water System Operator Certifications	313	320	30	20	257	80%	\$15,050.00
<b>Well Drillers</b>							
Well Driller's Licenses	2	3	30	15	3	100%	\$10,640.00
<b>Wetland Permits</b>							
Wetland Permit	92	91	90	65	75	82%	\$478,659.46
<b>totals/average</b>	9441					76%	\$5,761,778.90

## SFY 2014 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	4	4	30	10	4	100%	
Operating Permit: Renewal: pre PEP std	n/a	n/a	n/a	n/a	n/a	n/a	
Operating Permit Renewal (No NSR)	21	21	150	1266	8	38%	
Construction Permit: Minor	11	11	80	80	9	82%	
Construction Permit: Minor w/ meeting	15	15	125	116	10	67%	
Construction Permit: Major	n/a	n/a	175	n/a	n/a	n/a	
							\$1,442,630.94
<b>Aquatic Nuisance</b>							
Treatment Permit: All Pesticides and Chemicals	3	2	180	107	2	100%	\$0.00
Treatment Permit: Bottom Barriers/Powered Mechanical Devices	9	7	75	200	1	14%	\$0.00
Treatment Permit: Structural and Biological Controls	1	0	180	na	0	0%	\$0.00
<b>Dam Safety</b>							
Dam Safety Permit w/o Public Meeting	6	4	45	157	0	0%	\$784
<b>Hazardous Waste</b>							
Treatment, Storage, Disposal Certificate	2	2	180	>180 days	0	0%	\$6,625.00
Large Quantity Generator	52	52	n/a	n/a	n/a	n/a	\$239.00
Small Quantity Generator	386	386	n/a	n/a	n/a	n/a	\$34,800.00
<b>Potable Water Supply/Wastewater Disposal/Subdivision</b>							
Potable Water Supply/Wastewater Disposal/Subdivision: Greater than 500 gal	570	575	45	18	553	96%	
Potable Water Supply/Wastewater Disposal/Subdivision: Less than or equal to 500 gpd	847	833	30	13	812	97%	
Land Subdivision: Multiple Lots	226	222	45	14	216	97%	
Land Subdivision: Single Family Home or Own Lot	845	793	30	11	769	97%	
total fees							908,280

## SFY 2014 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
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### Lakes and Ponds

Lake Encroachment Permit	47	40	90	117	18	45%	\$17,938.00
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### Solid Waste

Administrative Amendment	16	14	30	74	8	75%	
Categorical Certification of Disposal Facilities	8	8	30	141	2	25%	
Composting Facility Certification: Categorical	3	1	30	17	1	100%	
Composting Facility Certification: New or Complex Renewal with Hearing	1	1	150	124	1	100%	
Landfill Certification and Treatment: New or Complex Renewal	1	0	n/a	n/a	n/a	n/a	
Landfill Certification and Treatment: Renewal	0	0	n/a	n/a	n/a	n/a	
Landfills: Post Closure Certification	11	10	120	179	5	50%	
Recycling Facility Certification: Categorical	17	7	30	26	3	40%	
Transfer Station/Recycling Facility Certification: New or Complex	4	2	180	55	2	100%	
Transfer Station/Recycling Facility Certification: Renewal	28	29	100	95	17	75%	
total fees							\$630,456.04

### Residual Mangement

Residual Management Certification	2	2	120	145	2	100%	\$3,180.00
Residual Management Certification w/Hearing	0	0	200	n/a	n/a	n/a	

### Waste Haulers

Waste Hauler Vehicle Stickers: Solid Waste	1,506	1,506	n/a	n/a	n/a	n/a	
Waste Hauler Vehicle Stickers: Residual Waste	162	162	n/a	n/a	n/a	n/a	
Waste Hauler Vehicle Stickers: Hazardous Waste	2,403	2,403	n/a	n/a	n/a	n/a	
total fees							\$425,546.00

### Stream Alteration

Mineral Prospecting Permit	12	12	30	3	12	100%	\$350.00
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<b>SFY 2014 PEP Data</b>	<b>Number of Cases Received</b>	<b>Number of Cases Completed</b>	<b>Performance Standard, Days</b>	<b>Average DEC Days</b>	<b>Number of Cases Meeting Standard</b>	<b>Percentage of Cases Meeting Standard</b>	<b>Fees Received</b>
Stream Alteration Permit - Individual	18	18	40	14	18	100%	\$2,025.00

#### **Underground Storage Tanks**

UST: Permit: New	254	231	60	45	231	100%	
UST: Permit: Renewal	341	335	30	25	335	100%	
UST Fees: New, Renewal and Annual							\$238,375.00

#### **Wastewater Designer License**

Designer License: Class A	40	56	90	20	54	96%	\$3,300.00
Designer License: Class B	141	141	45	2	141	100%	\$7,200.00

#### **Wastewater Discharges and Stormwater**

Direct Discharge: General Permit NOI	13	13	30	11	13	100%	\$1,200.00
Direct Discharge: Individual Discharge Permit: New	4	6	150	470	4	67%	\$4,416.00
Direct Discharge: Individual Discharge Permit: Renewal	20	23	120	596	8	35%	
Indirect Discharge: General Permit	87	87	30	11	87	100%	\$9,600.00
Indirect Discharge: Greater than 10,000 gpd	4	16	120	76	13	81%	
Indirect Discharge: Greater than 10,000 gpd with Hearing	0	0	180	n/a	n/a	n/a	\$0.00
Indirect Discharge: Less than or equal to 10,000 gpd	5	7	90	55	7	100%	\$7,371.00
Stormwater Individual Discharge Permit: New (INDS)	34	31	90	86	18	58%	\$64,474.41
Stormwater Individual & General Discharge Permits: Renewal (.R) & 9010s	52	46	90	53	41	90%	\$505,244.59
Stormwater General Permit: NOI (9003, 9015, 9020)	418	383	60	50	318	83%	\$60,460.00
Underground Injection Control Permit	3	15	60	541	1	7	\$1,752.00
Old Underground Injection Control Permit	n/a	n/a	n/a	n/a	n/a	n/a	\$0.00

#### **Wastewater Operators**

Wastewater Treatment Facility Operator Certification	274	372	30	10	368	99%	\$13,090.00
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#### **Water Supply**



## SFY 2014 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
Bottled Water Permit	20	25	30	95	21	84%	\$153,669.17
Public Water System Construction Permit	131	112	30	92	38	34%	\$45,424.89
Public Water System Construction Permit: Amendment	9	9	21	33	2	22%	\$0.00
Source Permit	38	38	180	80	35	92%	\$28,500.00
Source Permit Amendment	3	3	180	12	3	100%	\$300.00
Permit to Operate a Water System	81	180	120	195	97	54%	\$685,068.34
Permit to Operate a Water System: TNC Only General Permit	56	31	120	108	27	87%	\$47,585.00
Water System Operator Certifications	605	525	30	20	491	94%	\$31,570.00

## Well Drillers

Well Driller's Licenses	40	30	30	15	30	100%	\$8,960.00
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## Wetland Permits

Wetland Permit	112	102	90	64	81	79%	\$322,862.33
<b>totals/average</b>	10022					87%	\$5,713,276.61