

**Applicant Checklist for Ground-Mounted Net-Metering CPG Application  
Greater Than 15 kW and Not Greater Than 50 kW**

<b>Instructions</b>	
Please see Commission Rule 5.106 to review the specific applicable standards and procedures. You are required to submit this document with your application. Please indicate in the right column where in your application the relevant information is contained. For example, "Project Narrative of Jane Doe at page 2," or "Exhibit JD-5 at page 3."	
<b>General Information</b>	
5.106(D)(3) <b>Adjoining landowners.</b> Names and addresses of all adjoining landowners from the most recent version of the town's grand list.	
5.106(D)(4) <b>Advance submission.</b> Certification that advance submission requirements have been met for the application type. <ul style="list-style-type: none"> <li>Check the list of abutters against the site plan to verify that all adjacent parcels on the site plan have received notice.</li> </ul>	
<b>Preferred Site Information</b>	
Is the Project on a preferred site? Check one:	<input type="checkbox"/> Yes <input type="checkbox"/> No
<p>If the Project is on a preferred site, please indicate which type, and provide the corresponding supporting documents<sup>1</sup>:</p> <p><input type="checkbox"/> BUILDING    <input type="checkbox"/> PARKING LOT    <input type="checkbox"/> LANDFILL    <input type="checkbox"/> PREVIOUSLY DEVELOPED TRACT</p> <p><input type="checkbox"/> BROWNFIELD    <input type="checkbox"/> RESOURCE EXTRACTION    <input type="checkbox"/> MUNICIPAL PLAN SITE    <input type="checkbox"/> NPL SITE</p> <p><input type="checkbox"/> LETTERS OF SUPPORT SITE</p> <p><input type="checkbox"/> &gt;50% OF OUTPUT ALLOCATED TO HOST CUSTOMER OR ADJACENT PROPERTY</p> <ul style="list-style-type: none"> <li>If a brownfield site: <ul style="list-style-type: none"> <li>A site investigation report, as required by the Agency of Natural Resources' Investigation and Remediation of Contaminated Properties Rule, or a letter from the Secretary of Natural Resources stating that a site investigation report is not necessary.</li> </ul> </li> <li>If a sanitary landfill site: <ul style="list-style-type: none"> <li>Certification from the Secretary of Natural Resources that the land constitutes a landfill and contiguous land, structures, appurtenances, or improvements, and that the landfill is actively maintained under the authority of a post-closure certification, administrative order, or assurance of discontinuance, or in custodial care as recognized by the Agency of Natural Resources.</li> </ul> </li> </ul>	

<sup>1</sup> The qualifying criteria for "preferred sites" are set forth in Commission rule 5.103. Systems with a capacity greater than 150 kW must be on a preferred site.

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<ul style="list-style-type: none"> <li>• If a resource extraction site:             <ul style="list-style-type: none"> <li>○ Evidence depicting what is or was the disturbed portion of the site, which may include plans for the extraction site, aerial photographs, topographic surveys, and information about vegetative communities; and</li> <li>○ If the extraction site has state or local permits with reclamation requirements, copies of such permits and documentation from the permitting agency stating that all permit reclamation requirements have been or will be satisfied before operation of the plant.</li> </ul> </li> <li>• If a municipal and regional planning commission preferred site:             <ul style="list-style-type: none"> <li>○ A letter or letters from the municipal legislative body and the municipal or regional planning commissions based on their evaluation after receiving the 45-day advance submission for the Project.</li> </ul> </li> <li>• If an NPL site:             <ul style="list-style-type: none"> <li>○ Confirmation from the U.S. Environmental Protection Agency or the Agency of Natural Resources that the site is listed on the National Priorities List established under the Comprehensive Environmental Response, Compensation, and Liability Act; and</li> <li>○ Evidence demonstrating that (1) development of the plant on the site will not compromise or interfere with remedial action on the site, and (2) the site is suitable for development of the plant.</li> </ul> </li> </ul>	
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<b>5.106(D)(5) Site plans</b>			
Plans must be formatted so that they display all required information clearly.			
5.106(D)(5)(a) Proposed facility location, any project features, and project limits.			
5.106(D)(5)(b) Property boundaries and setback distances from those boundaries to the corner of the nearest project-related structure, distances to any nearby residences, and dimensions of all proposed improvements.			
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">ft to nearest road;</td> <td style="width: 50%; text-align: center;">ft to nearest property boundary</td> </tr> </table>	ft to nearest road;	ft to nearest property boundary	
ft to nearest road;	ft to nearest property boundary		
5.106(D)(5)(c) Proposed utilities, including approximate distance from source of power, sizes of service available and required, and approximate locations of any proposed utility or communication lines.			
5.106(D)(5)(d) Locations, specific descriptions, and the total acreage of any areas where vegetation is to be cleared or altered, proposed earth disturbance, a description of any proposed direct or indirect alterations to or impacts on wetlands or other natural resources protected under 30 V.S.A. § 248(b)(5), including the project limits, and the total acreage of forest clearing.			

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<p>A description of any proposed direct or indirect alterations to or impacts on wetlands or other natural resources protected under 30 V.S.A. § 248(b)(5), including the limits of disturbance and the total acreage of any disturbed area. "Other natural resources" include rare and irreplaceable natural areas, necessary wildlife habitat (including deer wintering areas), and areas hosting threatened or endangered species.</p>	
<p>5.106(D)(5)(e) Detailed plans for any drainage of surface and/or sub-surface water and plans to control erosion and sedimentation both during construction and as a permanent measure.</p>	
<p>5.106(D)(5)(f) Locations and specific descriptions of</p> <p><input type="checkbox"/> proposed screening,                      <input type="checkbox"/> landscaping,                      <input type="checkbox"/> groundcover, <input type="checkbox"/> fencing,                      <input type="checkbox"/> exterior lighting, and                      <input type="checkbox"/> signs.</p> <p>If such features are not proposed, mark "n/a."</p>	
<p>5.106(D)(5)(g) Plans of any proposed access driveway, roadway, or parking area at the project site, including grading, drainage, and traveled width. If proposing improvements to existing roads, provide a description of improvements and show all proposed fill areas on the site plan.</p> <p>A cross-section of the proposed access drive indicating the width, depth of gravel, paving, or surface materials. For proposals to improve an existing road, the cross-section must show existing and proposed conditions.</p>	
<p>5.106(D)(5)(h) The latitude and longitude coordinates for the Project.</p>	
<p>5.106(D)(11)(b) The presence and total acreage of primary agricultural soils to be physically disturbed in connection with the construction and operation of the Project, the amount of those soils to be disturbed, and any other proposed impacts on those soils. "Primary agricultural soils" is defined in 10 V.S.A. § 6001.</p>	
<p><b>Other filing requirements</b></p>	
<p>5.106(D)(9) <b>Interconnection Approval</b></p> <p>The Applicant must file a document demonstrating that the Applicant has received approval to interconnect the proposed net-metering system to the interconnecting utility's distribution system.</p>	
<p>5.106(D)(6) <b>Wetland Delineation</b></p> <p>The applicant must provide either a wetland delineation prepared by a qualified consultant, or a letter from the district wetland ecologist or a qualified consultant stating that no delineation is necessary because the net-metering system will not be proximate to any significant wetlands. The wetland delineation must have been completed within the five years before the date of the application.</p>	

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<p>10 V.S.A. § 6086(a)(1)(D) <b>Floodways</b>; 5.106(D)(10)</p> <p>Must state whether the proposed net-metering system will be in a flood hazard area or river corridor and whether the proposal will comply with the Agency of Natural Resources’ Flood Hazard Area and River Corridor Rule.</p>	
<p>5.106(D)(11) <b>Adjacent Facilities</b></p> <p>The Applicant must identify any known existing or planned generation facilities on the same or an adjacent parcel as the proposed net-metering system (e.g., visible from the project site, or developed by the same applicant, developer, installer, or an affiliated entity).</p> <p>The Applicant must:</p> <ul style="list-style-type: none"> <li>(a) State the distance between the facilities;</li> <li>(b) Identify the owner(s) of the facilities and explain their relationship, if any;</li> <li>(c) Describe the timing of the construction of the facilities;</li> <li>(d) Identify and describe any infrastructure shared by the facilities; and</li> <li>(e) Provide a site plan showing the two facilities.</li> </ul>	
<p>248(s) <b>Setbacks</b></p> <p>Must describe how the Project complies with minimum setback requirements. (See Commission Rule 5.113.)</p>	
<p>5.106(D)(7) <b>Response to advance submission comments</b></p> <p>The Applicant must summarize the comments and recommendations received in response to the 45-day advance submission. The Applicant must respond to the issues raised in those comments and recommendations and must state what steps the Applicant has taken to address those issues or why the Applicant is unable to do so.</p>	
<p><b>Copy of Department/Commission Fee Form</b></p> <p>30 V.S.A. § 248c.</p> <p>Applicants must attach a copy of the completed Application Fee Form that was submitted to the Department of Public Service.</p> <p>Send the original of the Fee Form and the fee payment to the Department of Public Service. Do not send the fee payment to the Commission.</p> <p>The Fee Form is available <a href="#">on the Department of Public Service website</a>. If you have questions about the Fee Form, please contact the Department of Public Service’s Administrative Services Division at (802) 828-2811 or (800)-734-8390, or via email at <a href="mailto:psd@vermont.gov">psd@vermont.gov</a>.</p>	
<p>5.700 <b>Sound rule</b></p> <p>For wind projects only, applications must include testimony and exhibits demonstrating compliance with the requirements of the Commission’s Rule on Sound Levels from Wind Generation Facilities.</p>	