



# Act 250 Jurisdictional Opinion Request Form

State of Vermont  
Natural Resources Board

Submit this form to request a jurisdictional opinion (JO) to determine whether a state Act 250 permit or permit amendment is required for a project.

Additional information may be requested from the district coordinator to complete your request. If a JO was previously issued for the same project, only request a new JO if there are new facts or changes to the applicable law. Contact the Act 250 [district coordinator](#) with any questions.

Date of request:

I hereby request a jurisdictional opinion from the district coordinator regarding the jurisdiction of 10 V.S.A. Chapter 151 (Act 250) over the project described below.

Your Name:

Mailing Address:

City/State/Zip:

Email Address or Phone:

Landowner's Name:

Mailing Address:

City/State/Zip:

Email Address or Phone:

Your Role (check one box):

Landowner

Agent

Other (Explain):

Please provide a detailed overview of the project (i.e., 2,000-sq. ft. warehouse, office, earth material extraction, driveways, church, re-development, etc.):

Project Location (911 address and SPAN(s)) of the parcel(s) involved in the project:

Is some or all of the land involved in the project already subject to an Act 250 permit?  Yes  No

Previously issued Act 250 permit number(s) or series (if applicable):

Project Type (check all that apply):  Farming<sup>i ii</sup>  Forestry  Other Commercial<sup>iii</sup>

Subdivision  Municipal/State  Housing  Industrial  Mixed  Nonprofit

Other:

Describe any interior or exterior project construction, including, but not limited to buildings, roads, parking, utilities, exterior signage, lighting, etc. <sup>iv</sup>:

What is the total acreage of the parcel(s) on which the project will occur?

Does the landowner or developer own or control any adjacent parcels? If yes, please provide details, including acreage(s).

Describe all existing commercial, industrial, or residential uses of the property and when those uses began.

**Does the project involve the subdivision of land?**

Yes       No

How many separate lots will the proposed subdivision create?<sup>v vi vii</sup>

**Has the landowner, or any other person or entity that owns or controls an interest in the subdivision, subdivided this or other property within the past five years?**

Yes       No

If you answered "yes" to the preceding question, provide the following<sup>viii</sup>:

Location(s) of subdivision(s):

Number of lots created:

Date(s) of lot creation:

**Does the project involve the construction of housing, hotel, or dwelling units for either sale, rental, or ownership?<sup>ix</sup>**

Yes       No

Describe the number(s) and type(s) of housing units, hotel rooms, or dwelling units that the project will modify or create.

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**Has the landowner constructed other housing units, hotel rooms, or dwelling units within the past five years?<sup>x xi xii</sup>**

Yes       No

If you answered “yes” to the preceding question, provide the following:

Location(s) of unit(s):

Number of units created:

Date(s) of unit creation:

**Does the project involve the construction of mixed-income, mixed use, or affordable housing?<sup>xiii</sup>**

Yes       No

**Will any portion of the project be located above 2,500 feet in elevation?**

Yes       No

**Is the project for a state, county, or municipal purpose?<sup>xiv</sup>**

Yes       No

If you answered “yes” to the preceding question, indicate below how many acres you estimate will be used by the project, including lawns, parking areas, roadways, leach fields, and accessory buildings.

**Does the project involve construction for the storage, preparation, or sale of compost?**

Yes       No

**Does the project involve the demolition or alteration of a building that is greater than 50 years old?**

Yes       No

**Does the project involve extraction from a sand pit, gravel pit, or quarry?**

Yes       No

**If available, provide copies of other state permits for this property, such as wastewater or stormwater permits, to the [district coordinator](#) with your submission (or provide their permit numbers below).**

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If available, provide copies of any site plans depicting the project to the [district coordinator](#) with your submission and list those site plans below.

**How to file your request:**

- Attach this completed form and any supplemental documents referenced in your responses to an email addressed to the appropriate district’s Act 250 [regional email in-box](#).
- If documents are larger than 3 MB in size, upload them to the NRB’s FTP site (GlobalScape: <https://gs.anr.vermont.gov>). See the Act 250 Application Guide for instructions: <http://nrb.vermont.gov/documents/application-guide-act-250>. After you have uploaded documents to the NRB’s FTP site, email the district’s Act 250 [regional email in-box](#) and [the district coordinator](#) to inform them that the files have been uploaded.

Review of your jurisdictional opinion request will proceed after the record has been assembled with the required information. Contact [the district coordinator](#) if you have any questions.

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<sup>i</sup> [10 V.S.A. § 6001\(22\) “Farming”](#)

<sup>ii</sup> [Act 250 Rule 2\(C\)\(19\) “Principally produced”](#)

<sup>iii</sup> [Act 250 Rule 2\(C\)\(4\) “Commercial purpose”](#)

<sup>iv</sup> [Act 250 Rule 2\(C\)\(3\) “Construction of improvements”](#)

<sup>v</sup> [10 V.S.A § 6001\(11\) “Lot”](#)

<sup>vi</sup> [Act 250 Rule 2\(C\)\(13\) “Lot”](#)

<sup>vii</sup> [NRB Lot Counting Guidance](#)

<sup>viii</sup> [Act 250 Rule 2\(B\) “Counting of lots and cessation of a subdivision”](#)

<sup>ix</sup> [Act 250 Rule 2\(C\)\(23\) “Unit”](#)

<sup>x</sup> [10 V.S.A. § 6001\(3\)\(A\)\(iv\)](#)

<sup>xi</sup> [Act 250 Rule 2\(C\)\(1\) “Person”](#)

<sup>xii</sup> [Act 250 Rule 2\(C\)\(23\) “Unit”](#)

<sup>xiii</sup> [10 V.S.A. § 6001\(27-29\) “Mixed income housing;” “Mixed use;” “Affordable housing”](#)

<sup>xiv</sup> [Act 250 Rule 2\(C\)\(15\) “State, county or municipal purpose”](#)