



**DEPARTMENT OF CONSERVATION AND RECREATION
CERTIFICATE AND PERMIT APPLICATION FEE FORM**


Reference: Impounding Structure Regulations, 4VAC 50-20-10 et seq., including 4VAC 50-20-340 through 500, Virginia Soil and Water Conservation Board

NOTE:

Fees for all application submittals required pursuant to 4VAC50-20-370 through 4VAC50-20-390 are due prior to issuance of a certificate or permit. No application for an Operation and Maintenance Certification, General Permit, or a Construction Permit will be acted upon by the Board without full payment of the required fee per § 10.1-613.5 of the Code of Virginia.

INSTRUCTIONS:

Fees shall be paid electronically in the Dam Safety Inventory System (DSIS) or via the DCR website: <https://www.dcr.virginia.gov/payment>. The fee ID may be found in the submitted certificate or permit application for the dam on the DSIS tab labeled “fees”, as shown here:

| Fees | |
|-------------|---|
| Details | Fee Id: 1460 |
| Attachments | Fee Amount: \$300.00 |
| Fees |  Fee has outstanding balance |
| History | Payments for Fee Id: 1460 |

If the fee cannot be paid electronically, it can be paid by check, draft, or postal money order payable to the Treasurer of Virginia, and must be in U.S. currency, except that agencies and institutions of the Commonwealth of Virginia may submit Interagency Transfers for the fee. All fees should note the inventory number of the impounding structure to which it relates and the fee ID associated with the submittal, if known, and shall be sent to the following address:

Virginia Department of Conservation and Recreation
Division of Finance
Accounts Payable
600 E. Main St., 24th Floor
Richmond, Virginia 23219

All fee payments shall be accompanied by the following information:

Applicant Name: _____
 Address: _____
 Daytime Phone: () - _____
 Name of the dam: _____
 DCR Dam Safety Dam Inventory Number (6 digit no.): _____
 Location of the dam (name of county or city): _____

Type of Submittal:

- _____ General Permit
- _____ Conditional General Permit
- _____ Regular Operation and Maintenance Certificate
- _____ Conditional Operation and Maintenance Certificate
- _____ Construction Permit
- _____ Simplified Dam Break Inundation Analysis
- _____ Incremental Analysis Review

The amount of fee submitted: _____

Note: No permit fees remitted to the Department shall be subject to refund except as credits provided for in 4VAC50-20-390(C).

Any application submitted pursuant to 4VAC50-20-70 for permitting a proposed impounding structure construction shall be accompanied by a payment:

| | |
|---|---------|
| Construction Permit Application Fee | |
| High or Significant Potential Impounding Structures | \$2,500 |
| Low Hazard Potential Impounding Structures | \$1,000 |

Any application for a six-year Regular Operation and Maintenance Certificate submitted pursuant to 4VAC50-20-105 shall be accompanied by a payment:

| | |
|--|-------|
| Regular Operation and Maintenance Certificate Fees | |
| High Hazard Potential | \$600 |
| Significant Hazard Potential | \$600 |

Any application for a Conditional Operation and Maintenance Certificate submitted pursuant to 4VAC50-20-150 shall be accompanied by a payment:

| | |
|--|-------|
| Conditional Operation and Maintenance Certificate Fees | |
| More Than One Year But No More Than Two Years | \$300 |
| For One Year or Less | \$150 |

Any application for a six-year General Permit submitted pursuant to 4VAC50-20-500 shall be accompanied by a payment:

| General Permit Fees for Low Hazard Dams | |
|--|-------|
| Conditional General Permit (Maximum of Two Years) | \$200 |
| General Permit | \$300 |

Any application for a Simplified Dam Break Inundation Zone (DBIZ) Analysis submitted pursuant to 4VAC50-20-395 shall be accompanied by a payment:

| Simplified DBIZ Analysis for Low Hazard Dams | |
|--|---------|
| Simplified DBIZ Analysis | \$2,000 |

Pursuant to 4VAC50-20-375(D) and 4VAC50-20-390(C), the Board may allow a partial credit towards the Regular Operation and Maintenance Certificate fee or General Permit if the owner of the impounding structure has completed, to the Director's satisfaction, the conditions of the Conditional Certificate or Conditional General Permit prior to its expiration.

Pursuant to 4VAC50-20-400, should the Department determine that outside expertise to assist with the review of an incremental damage analysis is necessary, the applicant shall be responsible for the cost of such outside expertise. The Department and the applicant shall agree upon such costs in advance.