Date [Can also be sent via email]

First and Last Names

County Administrator or City Manager

County or City Name

Address

City, State Zip

Re: Virginia Water Protection (VWP) Individual Permit No. ##-####

 Project Name, County/City, Virginia

 Notification of Permit Major Modification Request

Dear Administrator or Manager Last Name:

The Virginia Department of Environmental Quality (DEQ) has received a modification request for the above-referenced project, as identified on the attached project location map. The permittee, Permittee Legal Name, requested the modification for the additional impact of [Describe Impacts – Ex.: 0.02 acre of palustrine forested (PFO) wetland and 0.01 acre (30 linear feet) of stream channel] associated with the Name watershed.

As a local government in which this activity is occurring, this letter is being sent to you for your information as required by § 62.1-44.15:4.D of the Code of Virginia.

DEQ will review the modification request and may prepare a draft major permit modification for this project. If DEQ prepares a draft major permit modification, a notice will appear in your local newspaper announcing our intention to issue the modified permit and inviting the public to make technically sound comments on the proposed modifications. This public comment period will run for 30 days from the date the notice first appears in the newspaper. This notice will also be posted on our webpage at <https://www.deq.virginia.gov/permits-regulations/public-notices/water/wetlands-streams>. In the meantime, the public is welcome to view the permit application via electronic transmittal or on a computer by appointment at our office during normal business hours.

Please contact DEQ at [select processing office email and phone #] Choose an item. or Choose an item. if you have any questions.

Respectfully,

Name

VWP Permit Writer

Enclosure: Location map

Date [Can also be sent via email]

First and Last Names

Board of Supervisors Chairperson or City Mayor

County or City Name

Address

City, State Zip

Re: Virginia Water Protection (VWP) Individual Permit Number ##-####

 Project Name, County/City, Virginia

 Notification of Permit Modification Request

Dear Chairperson or Mayor Last Name:

The Virginia Department of Environmental Quality (DEQ) has received a modification request for the above-referenced project, as identified on the attached project location map. The permittee, Permittee Legal Name, requested the modification for the additional impact of [Describe Impacts – Ex.: 0.02 acre of palustrine forested (PFO) wetland and 0.01 acre (30 linear feet) of stream channel] associated with the Name watershed.

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Please contact DEQ at [select processing office email and phone #] Choose an item. or Choose an item. if you have any questions.

Respectfully,

Name

VWP Permit Writer

Enclosure: Location map