

# Virginia Requirements for New Permits

## Who are we?

The Department of Mines, Minerals and Energy, Division of Mineral Mining (DMM) is the state regulatory agency that administers health, safety, and mined land reclamation programs for all non-coal mineral mining operations in Virginia.

Our goal is to provide for the safe and environmentally sound production of Virginia's non-fuel minerals. DMM administers both health and safety and mine reclamation regulatory programs for all non-coal mineral mining operations, including quarries, sand and gravel pits, and other surface and underground mining operations.

Title 45.1 of the Code of Virginia states that it is unlawful for any operator to engage in any mining operation in Virginia without having first obtained a permit to engage in such operation. Additionally, it requires that no person shall engage in the operation of any mineral mine within the Commonwealth without first obtaining a license from the Division.

## Who needs a permit/license?

A mine permit and safety license issued by the Division of Mineral Mining is required prior to any commercial extraction and sale of minerals.

Any operator engaging in mining and disturbing less than one acre of land and removing less than 500 tons of minerals at any particular site is exempt from all mining permit fees and renewal fees and bond requirements, but is still required to obtain a permit/license.

A general permit governs the mining of sand or sand and gravel that affect a total disturbed area of less than 10 acres in size. This does not apply to dredging operations or those that otherwise intend to mine below the groundwater table.

In an effort to simplify the permitting and licensing requirements the Division of Mineral Mining has combined the permit and license application process into a single Permit Application Package, which contains all the necessary forms to obtain a permit.

A prospective operator may contact the DMM Charlottesville office at (434) 951-6310 or visit our website to obtain the necessary forms at:

<http://www.dmme.virginia.gov/dmm>



## What do I need to do to apply?

1. Visit the DMM website at: [www.dmme.virginia.gov/dmm](http://www.dmme.virginia.gov/dmm)
2. The new permit application package is downloadable from our forms page. Review of this package including the New Permit Application Checklist will provide helpful information.
3. Contact your inspector. You may determine who your inspector is by using the on-line "Inspector Area Map" or by calling DMM at (434) 951-6310.

## What is the cost?

Permit fees, license fees, and appropriate reclamation bonds are required prior to the issuance of the permit/license. The fees for a new permit are as follows:

**Permit Fee:** \$31/permitted acre.

**License Fee:** \$400 for paper submittal of the application package or \$330 for the eforms submittal of the DMM170.

**Bond Fee:** \$1000/disturbed acre. Acceptable in cash deposit, surety bond, or Certificate of Deposit made payable to the Treasurer of Virginia.

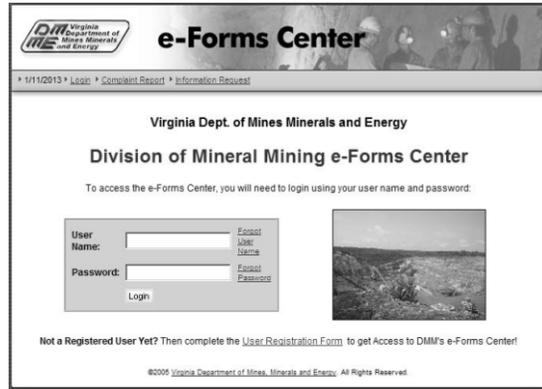
Fees are site specific. Upon approval of your new permit application, you will be advised to contact the DMM office at (434) 951-6310. The DMM office will calculate the fees and provide bond requirements and information..

## How do I apply?

It's simple! You can register and file electronically at the DMM e-Forms Center. Sign up for your user ID and password at:

<https://www.dmme.virginia.gov/dmmeforms>

The DMM office will provide assistance in registering you and filing electronically. Please call (434) 951-6310.



The screenshot shows the DMM e-Forms Center login page. At the top, it says "e-Forms Center" and "Virginia Dept. of Mines Minerals and Energy". Below that, it says "Division of Mineral Mining e-Forms Center". There is a login form with fields for "User Name" and "Password", and a "Login" button. There are also links for "Forgot User Name" and "Forgot Password". At the bottom, there is a link for "Not a Registered User Yet? Then complete the User Registration Form to get Access to DMM's e-Forms Center!" and a copyright notice: "©2009 Virginia Department of Mines, Minerals and Energy. All Rights Reserved."

## Reference Materials

We have the *Mineral Mine Operators Manual*, which is an on-line guidance document to help you prepare for the application. The manual includes information on Policy and Procedure, reclamation, and operational best practices.

Also available on-line:

*Mineral Mine Safety Laws of Virginia*

*Safety and Health Regulations for Mineral Mining*

*Mineral Mine Reclamation Laws and Regulations*

Your DMM inspector is an excellent reference. You may determine who your inspector is by using the on-line "Inspector Area Map" or by calling DMM at (434) 951-6310.

## Renewal

The permit/license must be renewed annually by their anniversary dates. Ninety days prior to the permit anniversary date, DMM will send the mine operator a Renewal Special Order Notice (DMM-106) notifying them of their upcoming renewal. An updated mine permit map will be required where changes to the mine have taken place during the past 12 months.

## Annual Tonnage Report

Between January 1st and February 15th of each year, licensed operators must file an Annual Tonnage Report (DMM-146) for the previous calendar year. The licensed operator should maintain accurate records pertaining to production tonnage, workers hours, and wages throughout the year to ensure timely completion of the Annual Tonnage Report. DMM will mail a letter with instructions at the end of the report year to assist in this process.



## Virginia Requirements for New Permits

