



PERMITTING

~understanding environmental laws and requirements~



Portland Water District

Purpose: Protection of Maine's watersheds is ensured through the goodwill of residents around the lakes and through laws and ordinances created and enforced by the State of Maine and local municipalities. The following laws and ordinances require permits for activities adjacent to wetlands and waterbodies.

Shoreland Zoning Law—Construction, clearing of vegetation and soil movement within 250 feet of lakes, ponds, and many wetlands, and within 75 feet of most streams, falls under the Shoreland Zoning Act, which is administered by the Town through the Code Enforcement Officer and the Planning Board.

Natural Resources Protection Act (NRPA) - Soil disturbance & other activities within 75 feet of the lakeshore or stream also falls under the NRPA, which is administered by the DEP.

Contact the DEP and Town Code Enforcement Officer if you have any plans to construct, expand or relocate a structure, clear vegetation, create a new path or driveway, stabilize a shoreline or otherwise disturb the soil on your property. Even if projects are planned with the intent of enhancing the environment, contact the DEP and town to be sure.

How to apply for a Permit by Rule with DEP:

To ensure that permits for small projects are processed swiftly, the DEP has established a streamlined permit process called **Permit by Rule**. These one page forms (shown here) are simple to fill out and allow the DEP to quickly review the project.

❖ Fill out a notification form before starting any work. Forms are available from your town code enforcement officer, Maine DEP offices, or online at <http://www.state.me.us/dep/blwq/docstand/nrpa/pbrform.pdf>

❖ The permit will be reviewed by DEP within 14 days. If you do not hear from DEP in 14 days, you can assume your permit is approved and you can proceed with work on the project.

❖ Follow all standards required for the specific permitted activities to keep soil erosion to a minimum. It is important that you obtain a copy of the standards so you will be familiar with the law's requirements.

5/2005 DEPARTMENT OF ENVIRONMENTAL PROTECTION
PERMIT BY RULE NOTIFICATION FORM
(For use with DEP Regulation, Chapter 305)

PLEASE TYPE OR PRINT IN BLACK INK ONLY

Name of Applicant: (owner)	Sandy Waters		Applicant Mailing Address:	123 Blueberry Lane	
Town/City:	Brunswick		State:	Maine	
Zip Code:	04011	Daytime Telephone No: (include area code)	(207) 555-1234	Project Location: (town)	New Gloucester
County:	Cumberland	Map #:	20	Lot #:	50
Name of Agent:			Agents Telephone No: (include area code)		
Detailed Directions to Site:			121 Outlet Road, Rte 26 North, turn right onto Outlet Road. 121 Outlet Road is on the left 4th to 5th houses before Barefoot Beach.		
Description of Project:			Installation of a drywell to allow infiltration of roof runoff.		
			UTM Northing: (if known)	UTM Easting: (if known)	
			Part of a larger project? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		

(CHECK ONE) This project: does does not involve work below mean low water.

I am filing notice of my intent to carry out work which meets the requirements for Permit by Rule (PBR) under DEP Rules, Chapter 305. I and my agents, if any, have read and will comply with all of the standards in the Sections checked below.

Sec. (2) Act. Adjacent to Protected Natural Res. Sec. (8) Shoreline Stabilization Sec. (14) REPEALED

Sec. (3) Intake Pipes Sec. (9) Utility Crossing Sec. (15) Public Boat Ramps

Sec. (4) Replacement of Structures Sec. (10) Stream Crossing Sec. (16) Coastal Sand Dune Projects

Sec. (5) REPEALED Sec. (11) State Transportation Facilities Sec. (17) Transfers/Permit Extension

Sec. (6) Movement of Rocks or Vegetation Sec. (12) Restoration of Natural Areas Sec. (18) Maintenance Dredging

Sec. (7) Outfall Pipes Sec. (13) F&W Creation/Enhance/Water Quality Improvement

I authorize staff of the Departments of Environmental Protection, Inland Fisheries & Wildlife, and Marine Resources to access the project site for the purpose of determining compliance with the rules. I also understand that this permit is not valid until approved by the Department or 14 days after receipt by the Department, whichever is less.

I have attached the following required submittals. NOTIFICATION FORMS CANNOT BE ACCEPTED WITHOUT THE NECESSARY ATTACHMENTS:

Attach a check for \$55 (non-refundable) made payable to: "Treasurer, State of Maine".

Attach a U.S.G.S. topo map or Maine Atlas & Gazetteer map with the project site clearly marked.

Attach all other required submissions as outlined in the PBR Sections checked above.

By signing this Notification Form, I represent that the project meets all applicability requirements and standards in the rule and that the applicant has sufficient title, right, or interest in the property where the activity takes place.

Signature of Agent or Applicant: *Sandy Waters* Date: 3/4/06

Keep a copy as a record of permit! Send the form with attachments via certified mail to the Maine Dept. of Environmental Protection at the appropriate regional office listed below. The DEP will send a copy to the Town Office as evidence of the DEP's receipt of notification. No further authorization by DEP will be issued after receipt of notice. Permits are valid for two years. Work carried out in violation of any standard is subject to enforcement action.

AUGUSTA DEP STATE HOUSE STATION 17 AUGUSTA, ME 04333-0017 (207) 287-2111	PORTLAND DEP 312 CANCO ROAD PORTLAND, ME 04103 (207) 852-4300	BANGOR DEP 106 HOGAN ROAD BANGOR, ME 04401 (207) 941-4270	PRESQUE ISLE DEP 1230 CENTRAL DRIVE PRESQUE ISLE, ME 04769 (207) 764-0477
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OFFICE USE ONLY		CL#	Staff
PBR #	FP	Date	Acc. Date
			Def. Date
			After Photos

DEPLW0306-12005

Part of the **Conservation Practices for Homeowners** Factsheet Series, available at: Maine DEP (800.452.1942); <http://www.maine.gov/dep/blwq/docwatershed/materials.htm> Portland Water District (207.774.5961); <http://www.pwd.org/news/Publications.php>