

**DEPARTMENT OF ENVIRONMENTAL PROTECTION**  
**PERMIT BY RULE NOTIFICATION FORM**

(For use with DEP Regulation, Natural Resources Protection Act - Permit by Rule Standards, Chapter 305)

APPLICANT INFORMATION (Owner)				AGENT INFORMATION (If Applying on Behalf of Owner)			
Name:				Name:			
Mailing Address:				Mailing Address:			
Town:				Town:			
State & Zip Code:				State & Zip Code:			
Daytime Phone #:		Ext:		Daytime Phone #:		Ext:	
Email Address:				Email Address:			
PROJECT INFORMATION							
Part of a larger project? (check 1):	<input type="checkbox"/> Yes <input type="checkbox"/> No	After the Fact? (check 1):	<input type="checkbox"/> Yes <input type="checkbox"/> No	Project involves work below mean low water? (check 1):	<input type="checkbox"/> Yes <input type="checkbox"/> No	Name of waterbody:	
Project Town:		Town Email Address:				Map and Lot Number:	
Brief Project Description:							
Project Location & Brief Directions to Site:							

**PERMIT BY RULE (PBR) SECTIONS (Check at least one):** I am filing notice of my intent to carry out work that meets the requirements for Permit-by-Rule (PBR) under DEP Rules, [Chapter 305](#). I and my agent(s), if any, have read and will comply with all of the standards in the Sections checked below.

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|---|--|---|
| <input type="checkbox"/> Sec. (2) Act. Adj. to Prot. Natural Res. | <input type="checkbox"/> Sec. (9) Utility Crossing                 | <input type="checkbox"/> Sec. (16) Coastal Sand Dune Projects       |
| <input type="checkbox"/> Sec. (3) Intake Pipes                    | <input type="checkbox"/> Sec. (10) Stream Crossing                 | <input type="checkbox"/> Sec. (17) Transfer/Permit Extension        |
| <input type="checkbox"/> Sec. (4) Replacement of Structures       | <input type="checkbox"/> Sec. (11) State Transportation Facilities | <input type="checkbox"/> Sec. (18) Maintenance Dredging             |
| <input type="checkbox"/> Sec. (6) Movement of Rocks or Veg.       | <input type="checkbox"/> Sec. (12) Restoration of Natural Areas    | <input type="checkbox"/> Sec. (19) Act. Near SVP Habitat            |
| <input type="checkbox"/> Sec. (7) Outfall Pipes                   | <input type="checkbox"/> Sec. (13) F&W Creat./Water Qual. Improv.  | <input type="checkbox"/> Sec. (20) Act. Near Waterfowl/Bird Habitat |
| <input type="checkbox"/> Sec. (8) Shoreline Stabilization         | <input type="checkbox"/> Sec. (15) Public Boat Ramps               |   |

**NOTE: Municipal permits also may be required. Contact your local code enforcement office for information. Federal permits may be required for stream crossings and for projects involving wetland fill. Contact the Army Corps of Engineers at the Maine Project Office for information.**

**NOTIFICATION FORMS CANNOT BE ACCEPTED WITHOUT THE NECESSARY ATTACHMENTS AND FEE**

- Attach** all required submissions for the PBR Section(s) checked above. The required submissions for each PBR Section are outlined in Chapter 305 and may differ depending on the Section you are submitting under.
- Attach** a location map that clearly identifies the site (U.S.G.S. topo map, Maine Atlas & Gazetteer, or similar).
- Attach Proof of Legal Name** if applicant is a corporation, LLC, or other legal entity. Provide a copy of Secretary of State's registration information (available at <http://icrs.informe.org/nei-sos-icrs/ICRS?MainPage=x>). Individuals and municipalities are not required to provide any proof of identity.

**FEE:** I will pay the Permit-by-Rule fee (<https://www.maine.gov/dep/feeschedule.pdf>) by:

- Check** – Fill in all the information below and mail a copy of this form (without attachments) and a check made payable to “Treasurer, State of Maine,” to: Maine DEP, 17 State House Station, Augusta, ME 04333-0017.
- Credit Card** – Fill in the name and phone number of the person who will pay below and the DEP will call to collect the fee.

**Name:** \_\_\_\_\_ **Phone:** \_\_\_\_\_ **Ext:** \_\_\_\_\_ **Check #:** \_\_\_\_\_ **Email Filing Date:** \_\_\_\_\_

**Signature & Certification:**

- 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 understand that this PBR becomes effective 14 calendar days after receipt by the Department of this completed form, the required submissions, and fee, *unless the Department approves or denies the PBR prior to that date.*

**By signing this Notification Form, I represent that the project meets all applicability requirements and standards in the Chapter 305 rule and that the applicant has sufficient title, right, or interest in the property where the activity takes place.**

Signature of Agent or Applicant (may be typed):	Date:
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**Keep a copy as a record of permit.** Email this completed form with attachments to DEP at: [DEP.PBRNotification@maine.gov](mailto:DEP.PBRNotification@maine.gov). DEP will send a copy to the Town Office as evidence of DEP's receipt of notification. No further authorization will be issued by DEP after receipt of notice. A PBR is valid for two years, except Section 4, “Replacement of Structures,” are valid for three years. **Work carried out in violation of the Natural Resources Protection Act or any provision in Chapter 305 is subject to enforcement.**