SELF-CERTIFICATION FORM

for residential and non-residential development

WHO NEEDS TO SUBMIT THIS FORM?

Anyone who received a building permit or development permit from the Maine Land Use Regulation Commission ("LURC" or "Commission") for residential or non-residential development must submit this form once all construction activities are completed and all conditions of the permit have been met.

WHERE CAN I GET HELP TO COMPLETE THIS FORM?

Call the LURC regional office that serves your area (see below) and ask to speak to one of our regional representatives. Also, visit our web site at www.maine.gov/doc/lurc to browse through our rules and regulations, meeting agendas, and other valuable information.

AUGUSTA OFFICE	ASHLAND OFFICE
Main LURC Office	*Serving most of Aroostook County and northern Penobscot County*
18 Elkins Lane - Harlow Bldg. Tel. (207) 287-2631 22 State House Station TTY (888) 577-6690 Augusta, ME 04333-0022 FAX (207) 287-7439	45 Radar Road Tel. (207) 435-7963 Ashland, ME 04732-3600 FAX (207) 435-7184
DOWNEAST OFFICE	**EAST MILLINOCKET OFFICE**
Serving Hancock, Knox, Lincoln, Sagadahoc, Washington, Counties, portions of Penobscot and Piscataquis Counties and the coastal islands in LURC Jurisdiction	*Serving southern Penobscot, southern Aroostook Counties and portions of Piscataquis County*
106 Hogan Rd, Suite 7 Tel. (207) 941-4052 Bangor, ME 04401 FAX (207) 941-4222	191 Main Street Tel. (207) 746-2244 East Millinocket, ME 04430 FAX (207) 746-2243
GREENVILLE OFFICE	**RANGELEY OFFICE**
Serving Piscataquis and Somerset Counties	*Serving Franklin and Oxford Counties*
43 Lakeview Street Tel. (207) 695-2466 P.O. Box 1107 FAX (207) 695-2380 Greenville, ME 04441	133 Fyfe Rd Tel. (207) 670-7492 OX P.O. Box 307 Tel. (207) 670-7493 FR W Farmington, ME 04992

GENERAL INSTRUCTIONS

Once all construction activities authorized by your permit have been completed, fill out this form and mail the form along with any required attachments to the LURC regional office that serves your area (see below for appropriate address). The Commission may request additional information from you, demonstrating that you have complied with all the terms and conditions of your permit, and may arrange and conduct a compliance inspection. If you need help completing this form, contact the LURC office that serves your area and ask to speak to one of our regional representatives.

For office use

Tracking No.	Permit No.

Maine Land Use Regulation Commission
Department of Conservation

Self-Certification Form

for residential and non-residential development

1. PERMITTEE INFORMATION, PROJECT LOCATION AND PERMIT NUMBERS

Permittee Name(s)	Daytime Phone FAX E-mail
Mailing Address	
Project Location (Township and County)	LURC Permit Number (BP or DP) Date Issued

2. COMPLETED STRUCTURES AND FEATURES

Have you finished construction of all structures and installed all other features (including dwellings, garages, sheds, porches, decks, driveways, parking areas, signs, etc.) as authorized in your LURC permit? ..... ☐ Yes ☐ No

If yes, fill in a line on the table below for each structure on your property. If no, describe below which activities have not been finished to date.

Type of structure or feature (dwelling, garage, porch, shed, parking lot, etc.)	Year built	Exterior dimensions (LxWxH)	Type of Foundation (full basement, slab, post, etc.)	Distance (in feet) of structure from nearest:				
				Road	Property line	Lake or pond	River or stream	Wetland

3. CHANGES NOT REFLECTED IN PERMIT

Carefully review the findings, conclusions and conditions of your LURC permit. Have you made any changes in your proposal which were not included in the permit (for example, changes in building dimensions or setback distances from roads, property lines or water bodies; or construction of new accessory structures such as decks, walkways, additions, etc.)? ..... ☐ Yes ☐ No

If yes, describe any such changes (use additional paper if necessary).

4. EROSION AND SEDIMENTATION CONTROL

Have you successfully reseeded or otherwise permanently stabilized all areas of disturbed soil on your property? ..... ☐ Yes ☐ No

If no, describe how you will stabilize any remaining areas of disturbed soil (use additional paper if necessary).

5. SITE PLAN AND PHOTOGRAPHS

- ☐ Submit a bird's-eye view drawing that shows your entire property and includes the following: (A) property boundary lines and dimensions (including road and water frontage); (B) wooded areas, cleared areas, rivers, streams, lakes, ponds, wetlands, and other natural features; (C) any remaining areas of disturbed soil; and (D) all existing structures and features (including their dimensions and distances from the nearest property line, road, lake, pond, river, stream and wetland). Draw the plan to scale on an 8½ x 11" piece of paper.
- ☐ Attach a series of photographs that show the structures and features on your property as they currently exist. Mount the photos on 8½ by 11 inch paper and include an explanatory caption and date for each photo. Please note, your photos cannot be returned.

6. SELF-CERTIFICATION STATEMENT AND SIGNATURE

All persons listed on the LURC permit related to this self-certification form must read and sign the statement below.

I hereby certify that the above information is true, accurate, and complete and that the project for which I received a permit has been carried out in compliance with the terms and conditions of my permit.

Permittee Signature(s) Date

A person who willfully or knowingly falsifies any statement contained in a permit application or other information required to be submitted to the Commission shall be in violation of this chapter and subject to the penalties of this chapter, which may include fines of up to $10,000. – 12 M.R.S.A., §685-C(8).