

**REQUEST FOR APPROVAL  
OF ACTIVITY  
(DIF&W)**

This form is for use in obtaining approval from the **Department of Inland Fisheries and Wildlife (DIF&W)** for the timing/location of certain projects in accordance with Chapter 305 Permit by Rule Standards.

**To be filled out by applicant:** (Instructions are on the back of this form)

1. **Applicant's name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**telephone:** \_\_\_\_\_

2. I plan to perform the following activity (please check the appropriate box):

**Sec. 9 Utility crossings** (if performed between Oct. 2 and July 14)

**Sec. 10 Stream crossings** (if performed between Oct. 2 and July 14)

**Sec. 15 Public boat ramps** (any location)

**Sec. 16 Activities in coastal sand dunes** (moving sand between April 1 and September 1)

**Sec. 20 Activities in existing developed areas located in/on/over high or moderate value inland waterfowl & wading bird habitat or shorebird nesting, feeding and staging areas if:**

cutting or removing vegetation in a shorebird roosting area

an activity in any shorebird area is performed between July 15 and September 15

a new activity in a moderate value inland waterfowl and wading bird habitat is performed between April 15 and July 31

3. Brief description of project: [please include the name of the stream or waterbody, if known]

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

4. I plan to perform this activity between the dates of \_\_\_\_\_ and \_\_\_\_\_.  
(start date) (end date)

5. I have included a map showing the location of my project.

**\*[Please note that if no location map is provided, no approval will be granted by DIF&W]**

6. Send completed form to the appropriate regional office of the Department of Inland Fisheries and Wildlife. A map of the regions and the regional office addresses has been attached to this form.

**For agency use only:**

The Department has reviewed the proposed timing of the activity identified above and:

approves of the project's timing/location as proposed.

requires that the project's timing be changed to occur between \_\_\_\_\_ and \_\_\_\_\_.  
(end date) (start date)

requires that the project's location be changed as shown on the plan (Section 20 Activity Only)

\_\_\_\_\_  
DIF&W representative

\_\_\_\_\_  
Position

\_\_\_\_\_  
Date

# Getting Approval

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## **1. When do I need to get approval from the Department of Inland Fisheries & Wildlife (DIF&W) before filing a Permit by Rule Notification Form with the DEP?**

You need to get approval for the timing of your project if it involves:

- constructing a submerged utility crossing between October 2 and July 14 (Section 9 of PBR),
- constructing a stream crossing between October 2 and July 14 (Section 10 of PBR),
- constructing a boat ramp (Section 15 of PBR), or
- moving sand in an area seaward of a frontal sand dune between April 1 and September 1 (Section 16 of PBR)
- certain activities in, on or over a shorebird nesting, feeding or staging area or inland waterfowl and wading bird habitat depending on the time of the year (Section 20 of PBR)

## **2. Why does the DIF&W care about when I construct my project or, in the case of cutting in a significant wildlife habitat (sec. 20 of PBR), where I do the cutting?**

The DIF&W is responsible for managing the health and welfare of Maine's inland fish and wildlife, including the habitat used by these species. The DIF&W knows which streams and lakes are particularly important for fish and other wildlife. They also know when certain kinds of activities should or shouldn't take place in our lakes and streams. For this reason, DIF&W biologists need to review the potential impacts on our fish and wildlife by activities taking place in protected natural resources. The DIF&W has specific concerns about those activities described above that take place in the winter and spring. In the case of cutting in a SWH, DIF&W may feel that relocating a path may result in fewer disturbances to the birds using the habitat.

## **3. How do I get DIF&W approval?**

Simply fill out the applicant section of the form: write your name and address; check the box in front of the activity you are proposing; write a brief description of what your project involves; and fill in the dates when you plan to do the work. Then mail this form, along with a location map, to the appropriate regional office. **[Without a location map, DIF&W cannot properly review your project and the form will be returned to you unapproved.]** The regional office boundaries, their addresses and their telephone numbers are shown on the state map included in this packet of information. Once received, a DIF&W biologist will check the location of your project. If there are concerns about your project's impact on fish or wildlife during the time you propose to construct your project, the DIF&W biologist will recommend an alternative time to construct the project. If there are no concerns, the biologist will simply check off the form and return it to you: no change in plans will be required of you.

## **4. How long will it take to get DIF&W approval?**

The DEP has asked that DIF&W staff review the "Request for Approval" within 2 weeks of receiving it. Once reviewed, DIF&W will return the form directly to you. You then submit the form to the department along with the PBR Notification Form.

## **5. What if DIF&W doesn't approve the timing of my project?**

If the dates you propose for construction are not approved by the DIF&W, the biologist will recommend another time when the work can take place. If you do not feel you can construct your project during the new dates approved by the biologist, you will need to contact the Regional Fisheries Biologist at the appropriate DIF&W regional office. The addresses and phone numbers of the regional offices can be found on the state map identifying the regional boundaries. It may be possible for you and the DIF&W to agree on a different time frame if certain aspects of your project are changed.