

DEPARTMENT OF ENVIRONMENTAL PROTECTION  
Bureau of Land Resources  
17 State House Station  
Augusta, Maine 04333  
Telephone: 207-287-7688

FOR DEP USE  
ATS # \_\_\_\_\_  
#L- \_\_\_\_\_  
Fees Paid \_\_\_\_\_  
Date Received \_\_\_\_\_

**TRANSFER APPLICATION  
FOR  
Maine Waterway Development and Conservation Act Permit  
And/Or Water Quality Certification  
For Hydropower Projects**

This form shall be used for the transfer of permit/certification authorization for the construction and/or operation of a hydropower project. All required fees must be paid before application processing will begin. Please contact the DEP for current fee schedule information. Fees are payable to Treasurer, State of Maine.

(Please type or print)

**New Applicant:**

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
\_\_\_\_\_

Name of Contact or Agent: \_\_\_\_\_

Telephone: \_\_\_\_\_

**Current Permittee:**

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
\_\_\_\_\_

Name of Contact or Agent: \_\_\_\_\_

Telephone: \_\_\_\_\_

**Location of Activity:**

Name of Project: \_\_\_\_\_

Address (use "911" address, if available): \_\_\_\_\_  
\_\_\_\_\_

Municipality or Township: \_\_\_\_\_ County: \_\_\_\_\_

GPS Coordinates, if known: \_\_\_\_\_

## **REQUIRED INFORMATION**

1. Provide a breakdown of costs for any unfinished construction and for project operation. These must include costs resulting from compliance with the Board or Department Order.
2. Provide evidence of the availability and commitment of funds sufficient to complete any unfinished project construction and to operate the project as approved. Submit one of the following three:
  - a. a letter of commitment from a financial institution or funding agency for a specified amount of funds and their use, or
  - b. the most recent corporate annual report and supporting documents indicating sufficient funds to finance the development, or
  - c. copies of bank statements or other evidence indicating availability of the unencumbered funds, when the developer will personally finance the project.
3. Provide a narrative describing new applicant's technical ability to complete or maintain this development.
4. Provide a complete copy of the deed, lease, purchase option or other documented evidence of the new applicant's title, right or interest in the development.
5. If new applicant is a registered corporation, provide either a *Certificate of Good Standing* (available from the Secretary of State) or a statement signed by a corporate officer affirming that the corporation is in good standing.
6. Provide evidence of compliance with all public notice requirements (see attached Public Notice Requirements and Certification of Publication).

**NOTE:** All required information summarized above must be attached to this form and sent to the DEP Office listed at the top of this application form.

By signing this application, the current permittee certifies that he or she agrees to the transfer of his or her permit to the new applicant named on this form.

\_\_\_\_\_  
Signature of Current Permittee

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print or Type Name      Title

By signing this application, the new applicant certifies he, she or it is familiar with the DEP project file and will comply with the Board or Department Order being transferred, including all existing amendments to the order and all attached conditions.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print or Type Name      Title

## PUBLIC NOTICE FILING AND CERTIFICATION

Department Rules, Chapter 2, require an applicant to provide public notice for applications to transfer a license within 30 days prior to filing the application. In the notice, the applicant must provide the information included in the attached Notice of Intent to File form. "Abutter" for the purposes of the notice provision means any person who owns property that is contiguous with the property on which the project requiring a license from the Department is proposed.

1. **Newspaper:** You must publish the Notice of Intent to File in a newspaper circulated in the area where the activity is located. The notice must appear in the newspaper within 30 days prior to the filing of the application with the Department. You may use the attached Notice of Intent to File form, or one containing identical information, for newspaper publication.
2. **Abutters and Others Owning Land Within 1,000 Feet:** You must mail a copy of the Notice of Intent to File to abutters and all persons owning land within 1,000 feet of the proposed project. Their names and addresses can be obtained from the town tax maps or local officials. They must receive notice within 30 days prior to the filing of the application with the Department.
3. **Municipal Office or County Commissioner(s):** You must mail a copy of the Notice of Intent to File and a duplicate of the entire application to the Municipal Office or, if the proposed project is located in an unorganized or deorganized area of the State, to the county commissioner(s). The Municipal Office or county commissioner(s) must receive notice within 30 days prior to the filing of the application with the Department.

**ATTACH a copy of the published notice and a list of persons to whom notice was provided.**

### CERTIFICATION

By signing below, the applicant or authorized agent certifies that:

1. A Notice of Intent to File was published in a newspaper circulated in the area where the project site is located within 30 days prior to filing the application;
2. A mailing of the Notice of Intent to File was sent to all abutters and all other persons owning land within 1,000 feet of the proposed project within 30 days prior to filing of the application;
3. A mailing of the Notice of Intent to File, and a duplicate copy of the application was sent to the town office of the municipality in which the project is located or, if applicable, to the county commissioner(s); and
4. Provided notice of and held a public informational meeting, if required, in accordance with the Department's Chapter 2 rules, Processing of Applications and Other Administrative Matters, Section 12, prior to filing the application. Notice of the meeting was sent to abutters and all other persons owning land within 1,000 feet of the proposed project and to the town office of the municipality in which the project is located or to the county commissioner(s), as applicable, at least at least ten days prior to the meeting. Notice of the meeting was also published once in a newspaper circulated in the area where the project site is located at least seven days prior to the meeting.

The Public Informational Meeting was held on \_\_\_\_\_.  
(Date)

Approximately \_\_\_\_\_ members of the public attended the Public Informational Meeting.

\_\_\_\_\_  
*Signature of Applicant or Authorized Agent*

\_\_\_\_\_  
*Date*

**PUBLIC NOTICE:  
NOTICE OF INTENT TO FILE**

Please take notice that:

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*(Name and Mailing Address of Applicant)*

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*(Phone Number and Email Address of Applicant)*

is intending to file an application with the Maine Department of Environmental Protection to transfer a Water Quality Certification or Maine Waterway Development and Conservation Act permit on or about:

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*(Anticipated Filing Date)*

The application is for:

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*(Description of the Project)*

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at the following location:

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*(Project Location)*

A request for a public hearing must be received by the Department in writing no later than 20 days after the application is found by the Department to be complete and is accepted for processing. A public hearing may or may not be held at the discretion of the Commissioner or Board of Environmental Protection. Public comment on the application will be accepted throughout the application processing period.

**For Federally licensed, permitted, or funded activities in the Coastal Zone, review of this application shall also constitute the State's consistency review in accordance with the Maine Coastal Program pursuant to Section 307 of the federal Coastal Zone Management Act, 16 U.S.C. § 1456. (Delete if not applicable.)**

The application will be filed for public inspection at the Department of Environmental Protection's office in ☐ Portland, ☐ Augusta, ☐ Bangor, or ☐ Presque Isle during normal working hours. A copy of the application may also be seen at the municipal offices in \_\_\_\_\_, Maine.  
*(City/Town)*

Written public comments may be sent by email to [LandOnCall@maine.gov](mailto:LandOnCall@maine.gov) or by mail to the regional office in Portland, Augusta, Bangor, or Presque Isle where the application is filed for public inspection:

MDEP, Southern Maine Regional Office, 312 Canco Road, Portland, Maine 04103

MDEP, Central Maine Regional Office, 17 State House Station, Augusta, Maine 04333

MDEP, Eastern Maine Regional Office, 106 Hogan Road, Bangor, Maine 04401

MDEP, Northern Maine Regional Office, 1235 Central Drive, Presque Isle, Maine 04769

*For more information on how to submit public comment with the DEP, please go to our website:  
[Public Participation in the Licensing Process \(Information Sheet\) Maine DEP](#)*