



## AQUACULTURE LEASE RENEWAL APPLICATION



This is an application for an aquaculture lease renewal. You are encouraged to review the aquaculture lease renewal regulations (Chapter 2.45) to obtain a complete understanding of the aquaculture lease renewal procedure. Regulations are available at the Maine Department of Marine Resources (DMR) website:  
[www.maine.gov/dmr/aquaculture](http://www.maine.gov/dmr/aquaculture).

A non-refundable lease renewal fee of **\$1,500** is required to be submitted with the application.

**Submission Instructions:**

Provide one copy of your application to DMR at the appropriate address listed below.

If sending via U.S. Post Office:	If sending via email:	If sending by FedEx, UPS or other overnight service (except the U.S. Post Office):
DEPARTMENT OF MARINE RESOURCES ATTN: Aquaculture Division 21 State House Station Augusta, Maine 04333-0021	<a href="mailto:DMRaquaculture@maine.gov">DMRaquaculture@maine.gov</a>	DEPARTMENT OF MARINE RESOURCES ATTN: Aquaculture Division 32 Blossom Lane Augusta, Maine 04333

## APPLICATION INSTRUCTIONS

Before submitting your application make sure you have answered all questions and included all of the necessary documentation. *Failure to do so may result in significant delays in processing.*

### General suggestions for completing this application:

- The Commissioner shall grant a lease renewal if it meets the conditions established in 12 M.R.S.A. § 6072 (12) and further defined below:
  - A. Consideration of speculative purposes includes whether the lessee has conducted substantially no research or aquaculture in the lease areas during the previous term;
  - B. Consideration of the best interest of the state may include, but shall not be limited to, conflict with other new or existing uses of the area which the Commissioner determines to be a higher use of the area from the perspective of the public interest.
  - C. The Commissioner may not grant a lease renewal if the renewal will cause the lessee to become a tenant of any kind in leases covering an aggregate of more than 1000 acres.
  
- If you have questions about the application or lease renewal process, please contact DMR at (207) 624-6567.

You are responsible for submitting the following supporting materials:

Renewal
<input type="checkbox"/> Tax map
<input type="checkbox"/> Certified riparian landowner list



## APPLICATION FOR LEASE RENEWAL



Lease Acronym	
Name of Leaseholder	
Name of Contact Person	
Address	
City	
State, Zip	
Telephone	
Email	
Term Requested	

1. Describe the type and amount of aquaculture to be conducted during the new lease term:

2. Describe the amount of aquaculture conducted on the lease site during the previous lease term, including but not limited to seeding, cultivation or harvest of organisms:

3. Suspended culture gear can attract birds that roost on the gear and defecate, potentially creating a pollution source impacting shellfish held within gear. In order to comply with the National Shellfish Sanitation Program (NSSP) Model Ordinance (MO), if the lease site is permitted for the culture of shellfish in suspended gear, please include a description of mitigation or deterrent measures to minimize the potential pollution impacts of birds at the lease site. If appropriate, include Sketches or photos that clearly depict those measures put into practice.

Examples may include:

- Suspended gear submerged at depth sufficient to deter roosting for at least two weeks before harvest
- Attaching physical deterrents (i.e. zip ties) to gear
- The lease site is used to culture shellfish seed only
- Only adductor-only shellfish are cultured on the lease site

### 3. Tax Maps and Riparian List

Is your existing lease within 1,000ft of shorefront land (which extends to mean low water or 1,650 ft. from shore, whichever is less, according to NOAA charts)?

Yes    No

If yes, the following supporting documents are required:

**A. Tax Map.**

A labeled copy of the appropriate tax map(s) depicting the location of the proposed lease site.

The map(s) needs to include the following elements:

- Label the map "Tax Map: Town of (name of town)."
- Legible scale
- Tax lot numbers clearly displayed
- The boundaries of the existing lease

**B. Riparian List.**

Please use the Riparian Landowner List (included on the next page) to list the name and address of every shorefront landowner within 1,000 feet of your existing lease. Have the tax collector or clerk of the municipality certify the riparian list. Refer to the Riparian Determination guidance document to ensure all riparian landowners are included: <https://www.maine.gov/dmr/aquaculture/forms/documents/RiparianDetermination.pdf>

**C. Check for \$1500 application fee**

Signature of Leaseholder: \_\_\_\_\_ Date: \_\_\_\_\_

**RIPARIAN LANDOWNER LIST**

***\*THIS LIST MUST BE CERTIFIED\****

On this list, please show the current landowners' names and mailing addresses as listed in the municipal tax records for all riparian shorefront parcels within 1,000 feet of the existing lease site along with the map and lot number for each parcel. **It is the applicant's responsibility to assemble the information for the Town Clerk to certify.** The Town Clerk *only* certifies that the information is correct according to the Town's records. Once you have completed the form, ask the Town Clerk to complete the certification section below. If the parcels are within more than one municipality, provide a separate, certified riparian list for each municipality.

**TOWN OF:**

<b>MAP #</b>	<b>LOT #</b>	<b>Landowner name(s) and address(es)</b>

**Please use additional sheets if necessary and attach hereto.**

**CERTIFICATION**

I, \_\_\_\_\_, Town Clerk for the Town of \_\_\_\_\_ certify that the names and addresses of the property owners listed above, as well as the map and lot numbers, are those listed in the records of this municipality and are current as of this date.

**SIGNED:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

## **4. Application submission**

1. Please review your application for completeness and ensure all supporting documents are attached.
2. After you submit your application, DMR will review the application and contact you if additional information or action is required.
3. DMR will notify you when the application has been deemed complete.
4. After the application is deemed complete, DMR will establish a 30-day comment period. Personal notice of the proposed amendment(s) are provided to any riparian landowners within 1,000 feet of the existing lease and the municipality where the lease is located. Notice of the request will also be published on DMR's website. After the close of the comment period, DMR will render a final decision on the requested renewal.