



LIMITED PURPOSE AQUACULTURE LICENSE (LPA) FOR MUNICIPAL SHELLFISH PROGRAMS



This is a joint application form for a limited purpose aquaculture ("LPA") license from the Maine Department of Marine Resources (DMR) and a permit for aquaculture gear from the U.S. Army Corps of Engineers (ACOE). You must have both an LPA license and Army Corps permit before you can place aquaculture gear in Maine coastal waters.

This application is for municipal shellfish management programs only, which are established pursuant to statute and other legal requirements.

Incomplete Applications: Review each checklist carefully to make sure all required information is included. Do not leave questions blank. If you have questions about the application process, please contact the Aquaculture Division at DMRaquaculture@maine.gov or (207) 350-7815.

Nearshore Marine Resources Program: Your local Nearshore Program Marine Resource Scientist can provide some technical assistance and review the proposal prior to submission to the Aquaculture Division. They are not responsible for completing the application, submitting the application, or otherwise managing the application process on behalf of the municipal shellfish management program. Any review that might be conducted by the Nearshore Program Marine Resource Scientist is preliminary and separate from the review conducted by the Aquaculture Division and Army Corps (if applicable). Therefore, it is possible that the Aquaculture Division or Army Corps may contact you for further information after the proposal is submitted for processing. Please contact the local Nearshore Program Marine Resource Scientist assigned to the area if you have technical questions or would like them to conduct a preliminary review. Contact information is available here: <https://www.maine.gov/dmr/fisheries/shellfish/nearshore-marine-resources-program>. Please make sure you are contacting staff several weeks prior to the start of the proposed activities. This allows time to provide you with assistance prior to you submitting the application to the Aquaculture Division for processing.

Missing Signatures: You must have all required signatures at the time of submission. Required signatures are listed in Chapter 2.90(2)(D). If an LPA is sited in five (5) feet of water or less, then it requires the shellfish committee Chair's signature or the signature of a designated town officer. If the municipality does not have a shellfish management committee, then a municipal official shall sign. The signature helps ensure the LPA activities are consistent with the overall goals of the shellfish program.

Point of contact: This individual is the primary contact for the LPA. DMR staff would contact this person with any questions about the LPA, they would also be sent information about renewal, etc. Please note that email is the primary method of contact, so this person needs to have an email account that they check regularly.

Assistants: Instead of listing individuals by name, this field has been updated so that it covers any individual(s) the municipality may elect to designate. This is intended to reflect the fact that more than three persons may help with the LPAs. However, the municipal shellfish program needs to keep records

of the person(s) authorized to help with the LPA. This way, if there was an enforcement or other issue it would be clear who was authorized to participate in the operation of the LPA.

Required Signature(s) Denied: If required signature is denied (except for cases where a riparian landowner denies signature), you may request that DMR review the basis for the denial of signature (see Chapter 2.90(2)(D)(4)). However, you need to submit with the application a statement that indicates which signatures were denied and a request that DMR review the basis for their denial. Please note that if DMR determines that the signature was denied on reasonable grounds, the application will be denied.

Notification of Riparian Landowners: You are required to notify all shorefront and/or intertidal landowners within 300 feet of the license site (please note: many landowners have deeded ownership of intertidal flats and this must be considered for purposes of notification) by sending, via certified mail, a copy of the LPA application, including information about how riparians can submit comments to DMR regarding issuance of the license. Mapping needs to comply with DMR policy, which is hosted on our website on the tab titled “Resources for Growers and Applicants.” If you intend to request technical help with the application from the Nearshore Marine Resources Program, please do so prior to mailing the application to riparian landowners.

Legibility: Please use black ink or type when completing your application. In accordance with regulation, DMR sends a copy of your application to the ACOE and municipality. Other ink colors and pencil often become illegible when scanned and copied and can result in delays for the applicant.

Communication and Response: Email is the method of contact DMR will utilize to communicate with you about the application. Please respond to inquiries within 30 days of receipt.

To apply for an LPA license: Complete this application form, including the required attachments. Send one copy of the application with the attachments and the license fee to the address below. DMR will forward a copy of your application to the Army Corps of Engineers and municipality.

DEPARTMENT OF MARINE RESOURCES
ATTN: Aquaculture Division
21 SHS
Augusta, ME 04333-0021

APPLICATION CHECKLIST

Before submitting your application make sure you have answered all questions and included all of the following documents.

- ☐ **Vicinity map** with required items shown
- ☐ **Overhead view** depicting layout of the gear from overhead
- ☐ **Cross-section view** depicting gear & moorings from the side

*Documents that are only required for sites that are within 300' from shorefront property (**measured from mean low water mark**). Applications for LPA sites in marina slips, lobster pounds, and similar sites are exempt from this requirement.*

- ☐ **Tax map**
- ☐ **Riparian list**, certified
- ☐ **Copies of receipts** for sending certified mail to riparian landowners
- ☐ **Complete application** including ALL required signatures.

REQUIREMENTS AND RESTRICTIONS FOR LPA LICENSES

See DMR Regulation 2.90 for the full regulation

1. **License Limit:** No more than four licenses may be held by a single municipal shellfish management program at the same time.
2. **Density Limit:** There can be no more than four LPA license sites within a 1,000-ft. radius. LPA sites located in marina slips, lobster pounds, or similar enclosed or partially-enclosed sites that are owned or controlled by an entity which has the legal authority to restrict access to or use of the site and which has consented in writing to the placement of the gear on the site are exempt from this density standard.
3. **Intertidal Sites:** For LPA sites above the extreme low water mark (XLW) in towns with a municipal shellfish management program established in accordance with 12 M.R.S.A. §6671, the chairperson (or designated town officer) of the municipal shellfish committee is required to sign the LPA application form to verify that the LPA will not unreasonably interfere with the activities of the shellfish program. If the municipality does not have a committee, then a municipal official shall sign. To ensure that all LPA applications above XLW obtain the necessary signatures, all proposed sites in 5 feet of water or less at MLW are required to obtain necessary signatures in communities that have a shellfish management program. For LPA sites above the mean low water mark (MLW), the signature of the riparian landowner of the adjacent upland is required on the application to verify that the landowner consents to the LPA activity being conducted on the owner's intertidal land.
4. **Water Quality:** Find the water quality classification of the LPA site on the web at <https://www.maine.gov/dmr/fisheries/shellfish/shellfish-closures-and-aquaculture-leases-map>. LPA license sites for shellfish may not be within 300 feet of any areas classified as prohibited and can only be located in areas that are classified as approved or conditionally approved, except for the sole culture of seed. Sites raising only shellfish seed and complying with maximum seed size limits (DMR Rule Chapter 2.95(A)(4)(a)) may be located in restricted, conditionally restricted, or prohibited areas subject to relay requirements, but are prohibited in the 300:1 dilution area around a wastewater treatment plant outfall (DMR Rule Chapter 2.90(3)(D)(3)). Water quality classification restrictions do not apply for the culture of green sea urchins or marine algae, except for marine algae for human consumption, which cannot be grown in the 300:1 dilution area around a wastewater treatment plant outfall.
5. **Essential Habitats:** LPA licenses cannot be located within areas designated as Essential Habitat by the Maine Department of Inland Fisheries and Wildlife (MDIFW).
6. **Eagle Nests:** Bald and Golden Eagles are not protected under the Endangered Species Act but are protected under the Bald and Golden Eagle Protection Act (16 U.S.C. 668 et seq.) by the U.S. Fish & Wildlife Service (USFWS). The USFWS recommends that all structures and activity should be limited to no closer than 660 feet of an active nest to avoid disturbing eagles.
7. **Riparian Landowners:** You are required to notify all shorefront and/or intertidal landowners within 300 feet of the license site by sending, via certified mail, a copy of the LPA application, including information about how riparians can submit comments to DMR regarding issuance or renewal of the license. Consideration should be given to the fact that most riparians own to the mean low water mark. Notification requirements apply to privately and publicly (municipal, state, or federal) owned lands.
8. **Army Corps Permit:** A permit from the U.S. Army Corps of Engineers is required prior to the placement or use of any gear in the license area. The federal review of the LPA application is separate from the state's review. If the federal permit is denied or a substantive modification is requested to the LPA or application, the LPA holder may be responsible for applying for a new site or submitting a new application. For more information about the Army Corps permit, contact cenae-r-me@usace.army.mil or (207) 623-8367.
9. **Renewing your LPA License:** LPA licenses expire on December 31 each year. DMR will send you renewal instructions prior to December 31.

IMPORTANT INFORMATION FOR LPA LICENSEHOLDERS

Source: DMR Rule Chapter 2.90 (5) and (6)

1. **No Discharge.** See *Chapter 2.90 (5)(A)*. The licensed activity must not generate a discharge. No substances can be added to the water, such as feed or medicine.
2. **Carry a copy of the LPA License.** See *Chapter 2.90 (5)(B)*. Individuals must each carry a copy of the LPA license whenever they are engaged in any activity at the LPA site.
3. **Restrictions on Harvest.** See *Chapter 2.90 (5)(C)(1)*. Harvest of shellfish is prohibited in areas closed due to marine biotoxins or bacterial pollution. For details about closed areas, see the Department's web site at: <https://www.maine.gov/dmr/fisheries/shellfish/closures> or call DMR Marine Patrol Division I at 207-633-9595 (for areas west of Lincolnville), or Division II at 207-664-2392 (for areas east of Camden), or call the Shellfish Sanitation Hotline at 1-800-232-4733. LPAs do not qualify for Memorandum of Understanding agreements to allow exemptions from biotoxin closures.
4. **Record-Keeping.** Please maintain complete, legible, and accurate records of transport, transfer, harvest, and monitoring and keep these available for inspection for at least two (2) years; and submit to DMR upon request. The records must include the following:
 - (1) LPA acronym, site location, date
 - (2) Source of shellfish, including seed if the seed is from growing areas which are not in the approved classification status pursuant to Chapter 2.90 and/or Chapter 94;
 - (3) Dates of transplanting and harvest;
 - (4) Records of the origin and health status of all seed or shellfish stock reared on the site must also be maintained.
5. **Site Marking.** See *Chapter 2.90 (6)(B) and (C)*. The LPA site ID and SEA FARM must be clearly marked on every buoy. Each LPA site that has gear must be marked at each corner, center point, or at each end of the gear as appropriate for the gear type deployed. Marker buoys must be yellow and host reflective material.
6. **Maintenance Standards.** See *Chapter 2.90 (6)(A)*. All aquaculture gear must be maintained and kept in a fully operational condition. Storage of gear when not in use must be located in an upland location and not on the substrate or on marsh vegetation. Please ensure that bird or mammal waste do not accumulate on gear and adversely impact water quality on or around the LPA.
7. **Contact the Coast Guard.** Contact the U.S Coast Guard Private Aids to Navigation Office for approval of navigation marking devices according to the United States Coast Guard Private Aids to Navigation (PATON) standards. To begin the application process, go to <http://www.usharbormaster.com> and register. Send DMR a copy of any Coast Guard marking requirements.
8. **Transplant Permit.** If the LPA is granted, you will need a transplant permit to remove shellfish from the LPA. Please contact the Nearshore Marine Resources Program to obtain such permits.
9. **Amendments.** No changes can be made to the LPA license during the licensing term. At the time of renewal, the holder may request changes to source of stock, species, mooring type/layout, and assistants.
10. **Contact information.** The LPA holder must notify the Aquaculture Division of any changes to the contact information listed on the license, in writing, within 30 days of the change taking effect.

Applicant Information

Name of Municipal Shellfish Management Program	
Name of Point of Contact	
Address	
City	
State, Zip	
Telephone	
Email	

Assistant Information

Assistants	☐ If the LPA is granted, the Municipal Shellfish Program needs to keep a list of the individuals authorized to assist with the activities. Checking the box indicates understanding of this requirement.
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Location of License Site

Town	
County	
Waterbody	
Additional description (e.g., south of Hog Island)	
LPA Health Zone (More information on LPA Health Zones can be found on MDMR's website)	
Is this site above mean low water (is the site intertidal)?	
If no above, is this site above extreme low water (is it located within 5 feet of water or less)?	<i>NOTE: If an LPA is sited in five (5) feet of water or less and the municipality where the proposed site is located has a municipal shellfish program in accordance with 12 M.R.S.A. §6671, then additional signatures are required (see Chapter 2.90(D)(3)(a))</i>
Purpose	☐ We understand that the LPA can only be used for municipal shellfish management activities.

Species and Source of Stock: Check each species you intend to cultivate in the current license year and list the source of stock. Seed needs to come from an approved hatchery or originate from within the LPA License Health Area in which your license is located. The species selected need to reflect species in the ordinance.

Check Here	Species	Source of Stock (Name, Address, Phone)	Approved Hatchery	"Wild", Same LPA Health Area with a Transplant permit
☐	European oyster (<i>Ostrea edulis</i>)		☐	☐
☐	American/eastern oyster (<i>Crassostrea virginica</i>)		☐	☐
☐	Hard clam/quahog (<i>Mercenaria mercenaria</i>)		☐	☐
☐	Soft-shelled clam (<i>Mya arenaria</i>)		☐	☐
☐	Surf/hen clam (<i>Spisula solidissima</i>)		☐	☐
☐	Razor clam (<i>Ensis leei</i>)		☐	☐

Water Quality Classification

Growing Area Designation (e.g. WA(A) or WA(P1))	
If the proposed site is located within an area classified as prohibited, restricted, or conditionally restricted the following apply: A. Only shellfish seed can be cultured on the site B. Must comply with the maximum seed size limits defined in Chapter 2.95(A)(4) C. Seed can only be removed from the LPA with a transplant permit, and you must contact dmrpublichealthdiv@maine.gov at least 20 days prior to any movement.	Please check box to indicate understanding and compliance: ☐

Water quality information can be found here: <https://www.maine.gov/dmr/fisheries/shellfish/shellfish-closures-and-aquaculture-leases-map>

Coordinates

Enter geodetic coordinates for the center point of the license site below. Please enter your coordinates using the following format:

Decimal Degrees (43.123456 N, -69.123456 W)

Latitude		W
Longitude		N

Use the space below to briefly describe how the activities on this license site will help the shellfish committee achieve their shellfish management goals.

Site Characteristics

Describe the surrounding uplands (<i>i.e. forested, residential, farmland, commercial</i>):	
Describe the bottom characteristics (<i>description of substrate including flora and fauna</i>):	
Depth	
Depth at mean low water in feet: _____	
Depth at mean high water in feet: _____	
Is your site located within an Essential Habitat by the Maine Department of Inland Fisheries and Wildlife (MDIFW) Essential Habitat?	
☐ Yes ☐ No	
Is there an eagle's nest within 660 feet (200 m) of the proposed LPA?	
☐ Yes ☐ No	
Eelgrass: Are there eelgrass beds on or near the site? If none, write "None." If so, where? How far are they from the site?	
When were these eelgrass observations made?	
Month:	Year:

Existing Uses: Describe, in detail, your observations of all current uses of the waters on and around the proposed license site. Answer all questions in the boxes below.

Commercial Fishing
What type of commercial fishing occurs in the area?
What season(s) do commercial fishing activities occur in the area?
How frequently does commercial fishing activity occur?
Does commercial fishing occur within the boundaries of the proposed site? If no, please describe where it occurs relative to the proposed site (<i>i.e. 150 feet to the west of the site, etc.</i>)
What impacts do you anticipate your proposed site having on observed commercial fishing in the area?
Recreational Fishing

What type of recreational fishing occurs in the area?
What season(s) do recreational fishing activities occur in the area?
How frequently does recreational fishing activity occur?
Does recreational fishing occur within the boundaries of the proposed site? If no, please describe where it occurs relative to the proposed site (i.e. 150 feet to the west of the site, etc.)
What impacts do you anticipate your proposed site having on observed recreational fishing in the area?
Boating Activities
What type of boating occurs in the area (i.e. commercial, recreational)?
What season(s) do boating activities occur in the area?
How frequently does boating activity occur?
Does boating occur within the boundaries of the proposed site? If no, please describe where it occurs relative to the proposed site (i.e. 150 feet to the west of the site, etc.)
What impacts do you anticipate your proposed site having on observed boating in the area?
Other water-related uses (kayaking, swimming, etc.)
What type of other water related uses occur in the area (i.e. kayaking, swimming, etc)?
What season(s) do other water related activities occur in the area?
How frequently do other water related activities occur?
Do other water related activities occur within the boundaries of the proposed site? If no, please describe where they occur relative to the proposed site (i.e. 150 feet to the west of the site, etc.)
What impacts do you anticipate your proposed site having on observed water related activity in the area?

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VICINITY MAP

NOTE: An example vicinity map is included at the end of this application and additional sample drawings available at <https://www.maine.gov/dmr/aquaculture/applications-and-forms/limited-purpose-aquaculture-lpa-license-applications-and-forms>

DIRECTIONS: Attach a vicinity map showing the LPA site and surrounding area. An enlargement of a NOAA chart or USGS Topographic map is suggested to provide this information. On the map, show the following:

- Location of proposed site
- 300’ radius circle around site
- 1,000’ radius circle around site
- Gear orientation
- North Arrow (indicate true or magnetic north)
- Show depth contours and indicate mean low water (MLW) and mean high water (MHW) on all land adjacent or nearest the site.
- Ebb and Flood directions
- Scale used on plan
- DMR water quality classification area
- Distance to prohibited area classification, if applicable

Label the location on your vicinity map, and check each of the following below, that are within 1,000 feet of the site. For each that applies, also indicate how your proposed site would impact each. If additional space is needed add an additional page.

☐ Federal navigation projects or anchorages

How will your proposed site impact federal navigational projects or anchorages?

☐ Navigational channels

How will your proposed site impact navigational channels?

☐ Structures

Use the space below to list any structures in the area, then specify how your proposed site will impact those structures.

☐ Aquaculture leases or licenses (LPAs)

How will your proposed site impact other aquaculture leases or licenses in the area?

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☐ Anchorages or moorings

How will your proposed site impact anchorages or moorings in the area?

☐ State or federal beaches

How will your proposed site impact state or federal beaches in the area?

☐ Docking Facilities

How will your proposed site impact docking facilities in the area?

☐ None of the above (you are certifying that the proposed site is not within 1,000 feet of anything listed above)

GEAR DESCRIPTION

No Gear (bottom culture only): Organisms will be cultured on the bottom with no gear or predator netting.

Upweller: Floating upweller system for spat growout.

Shellfish rafts, associated predator nets and spat collectors: Floating raft with suspended dropper lines and anti-predator netting typical of mussel culture. E.g. mussel raft.

Shellfish tray racks and over wintering cages: Box shaped cages made of rigid mesh (wire coated or plastic), often with interior shelves designed to hold soft mesh bags. Tray racks are often outfitted with floats that double as feet to hold the cages off the bottom. E.g. OysterGro and OysterRanch cages.

Soft bags, semi rigid bags, and/or floating trays: Single-layer soft mesh bags that are typically made of rigid plastic or wire mesh. Bags are most frequently floated on the surface in lines, placed inside tray racks/overwintering cages, or sunk to the bottom.

Lantern nets and/or pearl nets: A lantern net is a five or ten tier set of circular nets suspended from a central line. A pearl net is a single, pyramidal mesh enclosure.

Scallop spat collector bags: Mesh bags containing additional material (e.g. smaller mesh, Brillo pads) to increase surface area. Multiple bags are typically attached to a single vertical line.

Scallop ear hangers: Horizontal or vertical lines that attach to individual scallops by ear hangers.

Bottom anti-predator netting: Netting that is spread over the bottom to exclude predators from species being cultured.

Check each gear category that you are seeking authorization for.

- ☐ No Gear (bottom culture only)
- ☐ Upweller
- ☐ Shellfish rafts, associated predator nets and spat collectors
- ☐ Shellfish tray racks and over wintering cages
- ☐ Soft bags, semi rigid bags, and/or floating trays
- ☐ Lantern nets and/or pearl nets
- ☐ Scallop spat collector bags
- ☐ Scallop ear hangers
- ☐ Bottom anti-predator netting

List each individual gear type that you will use in the table below. **ALL GEAR** must be listed in the table, including lines, moorings, etc. even if it is displayed elsewhere in the application.

Specific Gear Type and Maximum Number to be used (e.g. (20) soft mesh bags)	Dimensions (e.g. 16"x20"x2")	Dates that gear will be in the water

Outer dimensions of maximum gear layout:
Note: Gear, excluding mooring equipment, may not exceed 400 square feet and must be provided in whole feet.

Width (1' or more): _____ Length (1' or more): _____

Describe the moorings/tackle to be used inclusive of mooring type, bottom tackle, line, etc.

Will there be seasonal changes to your gear deployment? If yes, describe.
(i.e. will your cages be sunk during the winter months, will your longlines be removed in the summer, etc.)

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OVERHEAD VIEW AND CROSS-SECTIONAL VIEW OF GEAR LAYOUT

Attach both an overhead view and cross-sectional view drawing of your proposed gear on 8 ½" x 11" paper, drawn clearly and dark enough to photocopy. Do not use color shading; it will not show on copies.

NOTE: Sample drawings can be found at the end of this application and additional samples are posted on the DMR web site at: <https://www.maine.gov/dmr/aquaculture/applications-and-forms/limited-purpose-aquaculture-lpa-license-applications-and-forms>

DIRECTIONS:

- 1) Overhead View:** From an overhead view, show the **maximum** layout of gear to be deployed on the site. **Label** gear to show number of units, dimensions, and materials. Include drawings of individual types of gear. Show on the plan that the area occupied by the gear, excluding mooring equipment but including space between items of gear, will not exceed 400 square feet.

Provide an overhead view for each possible gear configuration, including seasonal changes.

- 2) Cross-Section View:** **Show** the sea bottom substrate, mean high and low water marks, and profiles of gear in cross-section as it will be deployed. **Label** all gear with dimensions and materials. **Show** mooring gear with mooring type, scope, hardware, and line type and size. Drawing must depict water depth at mean high- and mean low-water.

Provide a cross-section view for each possible gear configuration, including seasonal changes.

REQUIRED SIGNATURES

Harbormaster or Town Official Signature

I have reviewed this license application and find that this activity, as proposed, will not unreasonably interfere with navigation, the ingress and egress of riparians within 300' of the license site, or fishing or other uses of the area.

Print Name, Town, Title:

Date

Signature of Harbormaster or Town Official

DMR Rule Chapter 2.90 (2) (D) (2) – In municipalities not served by a harbormaster, a municipal officer (selectman, councilor, alderman, or mayor, see 30-A MRS §2001 (10)) or other **elected municipal official may sign the application. For the unorganized territory where a harbormaster does not have jurisdiction, a marine patrol officer may sign.*

OTHER SIGNATURES REQUIRED AS NOTED BELOW

Marina or Pound Owner

(For sites in marina slips, lobster pounds, and similar areas - see DMR Rule Chapter 2.90 2 (E)(1))

I, _____ (print name), am the owner or the authorized representative of the owner or entity that has the legal authority to restrict access to or use of the marina slip, lobster pound, or similar area where this LPA license site is located, as described in DMR Rule Chapter 2.90 (1) (B). I consent to the placement of aquaculture gear on this site as proposed in this application.

Signed: _____ Date: _____

Riparian Landowner of Intertidal Zone:

(For sites above mean low water, MLW – see DMR Rule Chapter 2.90 (2)(D)(3)(b))

I, _____ (print name), am the riparian owner of the upland and adjacent intertidal land where this LPA license site is located. I consent to the placement of aquaculture gear on this site as proposed in this application.

Signed: _____ Date: _____

Municipal Shellfish Management Program:

(For sites above extreme low water, XLW see DMR Rule chapter 2.90(2)(D)(3)(a). Required for sites in 5 feet of water or less at mean low water. Only required in municipalities with a municipal shellfish management program established in accordance with 12 M.R.S.A. §6671)

I, _____ (print name), am the chairperson or designated town officer of the Municipal Shellfish Management Committee for the Town of _____. This LPA license site is located above the extreme low water mark. My signature below verifies that this LPA will not unreasonably interfere with the activities of the municipal shellfish management program, according to DMR Rule Chapter 2.90(D) (3)(a).

Signed: _____ Date: _____

Riparian Notification

Is there shorefront land (**including land above MLW and state and federal owned land**) within 300 feet of the proposed license site?

☐ Yes ☐ No

If yes, you are required to send a copy of your application to all riparian property owners whose property, including those lands between high water and mean low water, is within 300 feet of the proposed license site following the directions below. If there is no shorefront land, including lands to the mean low water mark, within 300 feet, you may skip this section. Applications for LPA sites in marina slips, lobster pounds, and similar sites are exempt from this requirement.

INSTRUCTIONS FOR NOTIFICATION TO RIPARIAN LANDOWNERS

Step 1, Tax Map: Obtain a copy of the municipal tax map showing the land in the vicinity of the lease site. On the map, **mark** the center point of the LPA site. If there is an accurate scale on the map, **draw** a 300-foot radius around the site. **ATTACH THE MAP TO YOUR APPLICATION**

NOTE FOR LPAs PROPOSED IN UNORGANIZED TERRITORY: To obtain a list of shorefront properties for LPAs in Unorganized Territory, contact Maine Revenue Services, Property Tax Division (Unorganized Territory), PO Box 9106, Augusta, Maine, 04332-9106. 207-624-5600.

Step 2, Riparian Owners List: On the “Certified Riparian List” include the names and current mailing addresses of all riparian landowners of shorefront land, *including lands to the mean low water mark*, within 300 feet of the lease site as shown in the municipal tax records. **Have the list certified by the municipal clerk or tax collector. ATTACH THIS LIST TO YOUR APPLICATION**

Step 3, Notify Riparians: Send a copy of the completed application, including the page of this application titled “Notice to Riparian Landowners” (Page 16 below), via **certified mail** to all the riparian landowners on the list. Note: Name and address must be filled out on receipt(s). **ATTACH THE ORIGINAL (OR COPIES) OF THE RECEIPTS TO YOUR APPLICATION**

NOTICE TO RIPARIAN LANDOWNERS

You have received a copy of an application to the Maine Department of Marine Resources (DMR) for a limited purpose aquaculture (LPA) license to grow shellfish in an area of Maine coastal waters covering no more than 400 square feet. The applicant is a Municipal Shellfish Management Program, and this site would be utilized for their conservation work. DMR rules require the applicant to send a copy of the application to owners of shorefront land that is located within 300 ft of the proposed license site.

LPAs are processed in accordance with 12 M.R.S.A. §6072-C and Chapter 2.90 of DMR's regulations. These are annual licenses that expire December 31st each year and are very limited in scale. They are a 'permit-by-rule' type of application and there is no public hearing. LPAs may be granted if they do not unreasonably interfere with navigation, fishing or other uses, or the ingress and egress of riparian landowners.

If you have concerns about this application specific to navigation, fishing or other uses, or riparian ingress/egress, please submit comments to DMR. Comments need to be submitted to the email or mailing address listed below within the next two weeks. DMR will review any comments received in consideration of applicable decision criteria (listed above) and laws and rules governing LPA processing. In accordance with law, notice of a final decision is sent to the municipality.

If the LPA is granted, the licensee may apply to renew their license prior to December 31st. DMR will notify the municipality of LPA renewals as required by law. DMR will request the municipality post notice of the renewal application at the town office (this typically occurs in November). Persons may submit comments to DMR about the proposed renewal within 14 days of the date of the notice.

Department of Marine Resources
Attn: Aquaculture Division
21 SHS
Augusta, ME 04333-0021
DMRaquaculture@maine.gov

RIPARIAN OWNERS LIST

For LPA applications

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

On this list, please show the current owners' names and mailing addresses for all shorefront parcels, *including lands owned to the mean low water mark*, within 300 feet of the proposed license 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 form below. If the parcels are within more than one municipality, provide a separate, certified, riparian list for each municipality.

TOWN OF: Click or tap here to enter text.

MAP ##	LOT #	Landowner name(s) and address(es)

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: _____

MAP ##	LOT #	Landowner name(s) and address(es)

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:** _____

APPLICANT'S SIGNATURE

In accordance with law, the chairperson of the shellfish committee or a designated municipal official must sign on its behalf. The person who signs the application understands the following: The information provided on this form is true and correct and the municipal shellfish management program, including anyone permitted to engage in these activities will comply with all applicable DMR laws and rules. Under Title 12 MRS §6306, the signature on this application authorizes Marine Patrol officers to inspect the license site. Licenses can be revoked if false information is provided in the application.

Type of Signature	☐ Chairperson of the Shellfish Committee, or ☐ Designated Municipal Official
Printed Name of Individual	
Signature of Individual	
Date	

Before submitting your application make sure you have answered all questions and included all of the following documents:

- ☐ **Vicinity map** with required items shown
- ☐ **Overhead view** depicting layout of the gear from overhead
- ☐ **Cross-section view** depicting gear & moorings from the side

Documents that are only required for sites that are within 300' from shorefront property (measured from mean low water mark). Applications for LPA sites in marina slips, lobster pounds, and similar sites are exempt from this requirement.

- ☐ **Tax map**
- ☐ **Riparian list**, certified
- ☐ **Copies of receipts** for sending certified mail to riparian landowners
- ☐ **Complete application** including ALL required signatures

SAMPLE MAP and GEAR DRAWINGS:

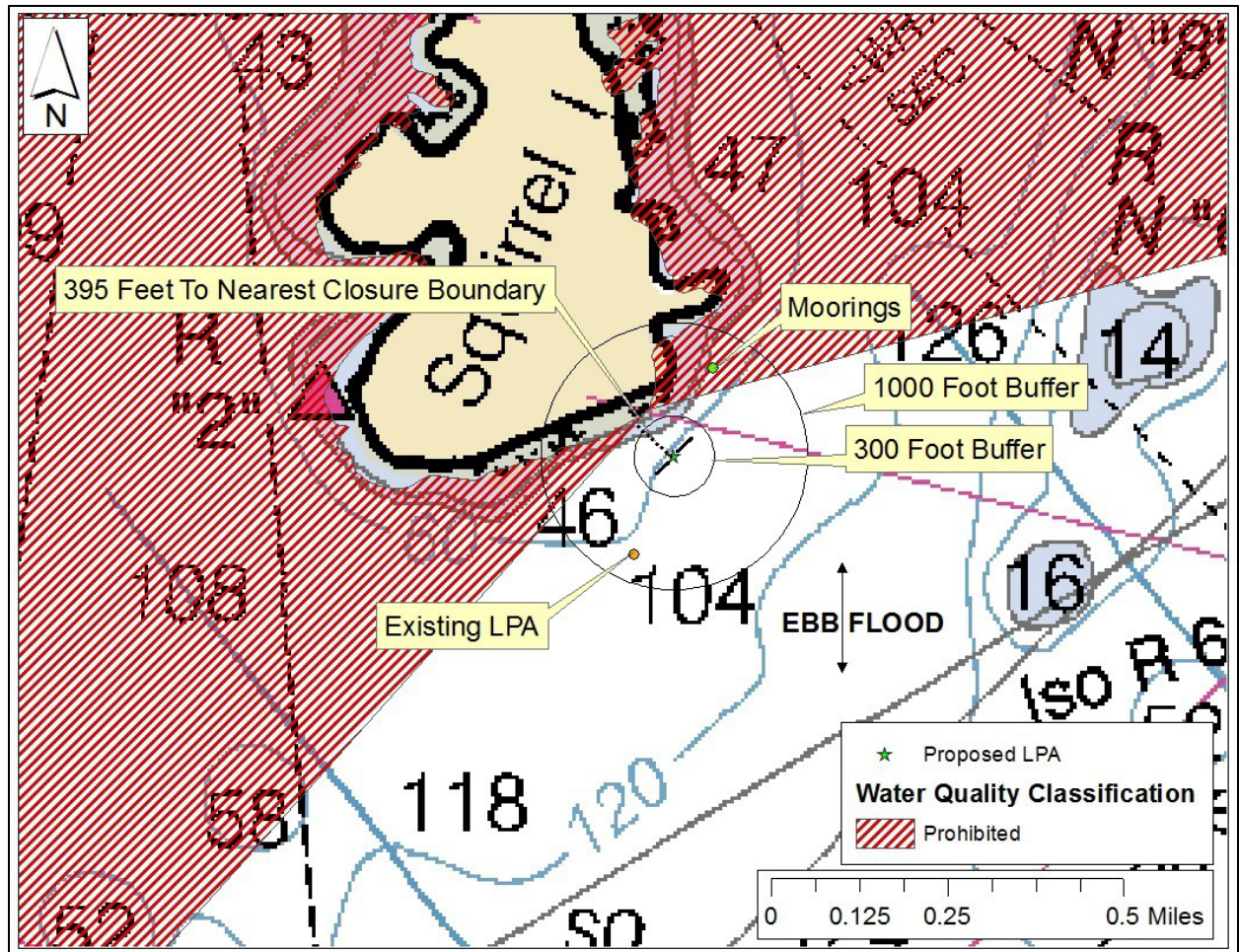


Figure 1. Example Vicinity Map.

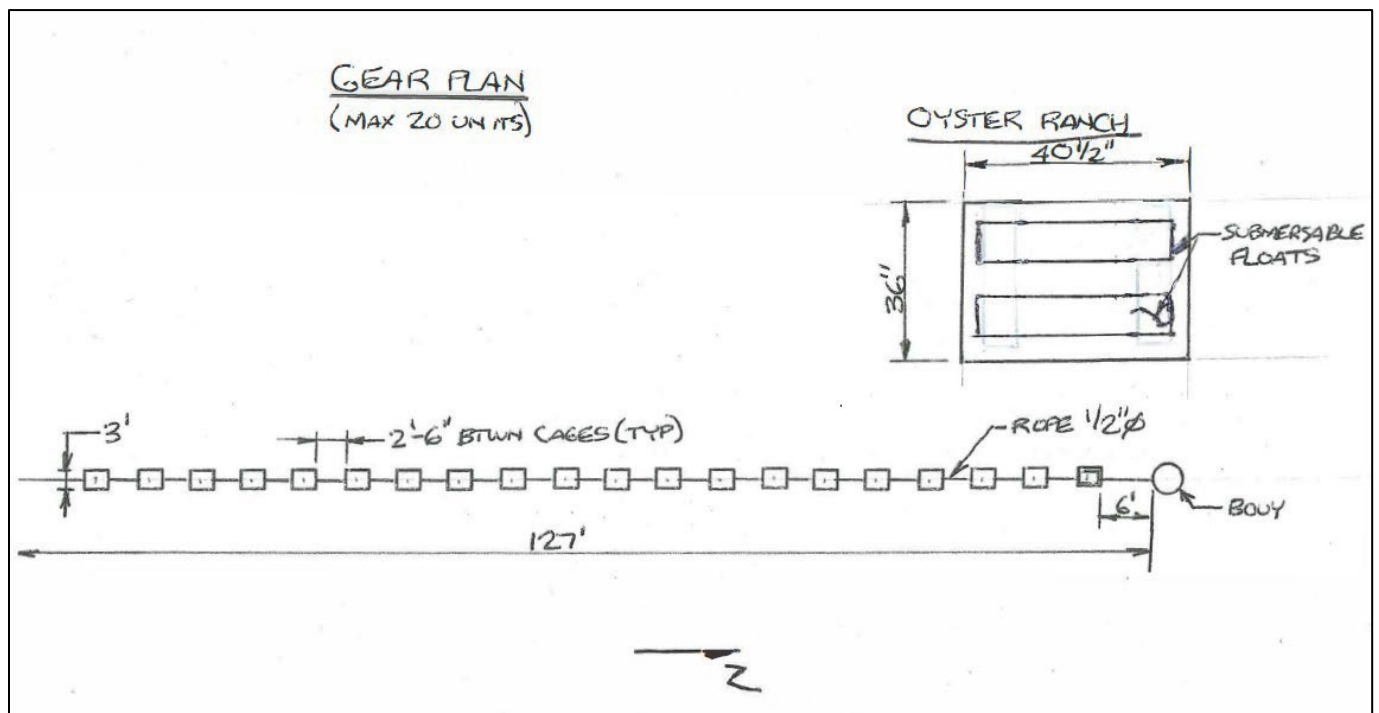


Figure 2. Example overhead view of gear.

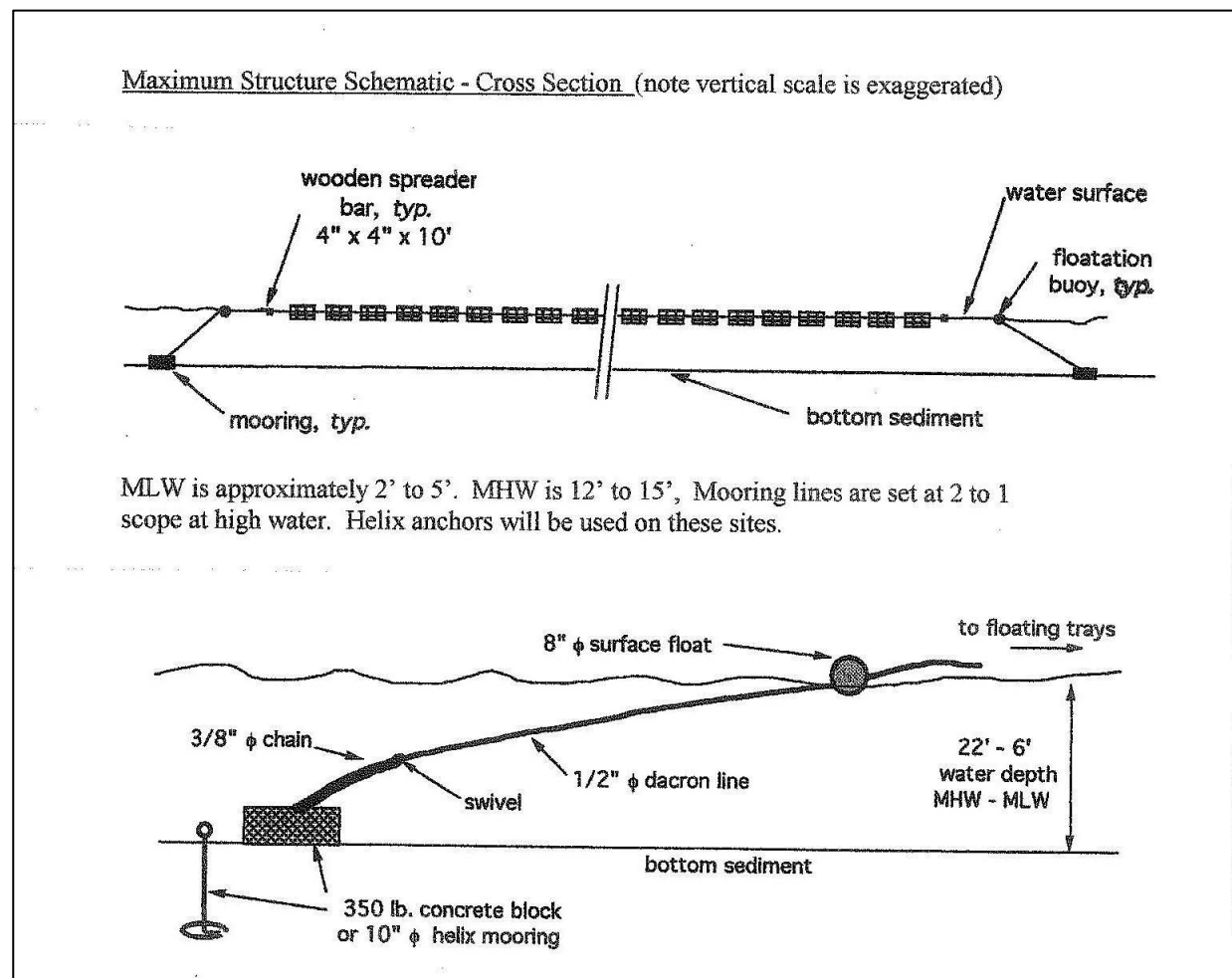


Figure 3. Example Cross Sectional View of Gear.