



Aquaculture Lease Pre-Application Meeting Scheduling Form

Thank you for your interest in scheduling a pre-application meeting. The purpose of the meeting is for you to explain your proposed plans to the municipality and DMR prior to submitting a lease application. The municipality and DMR will also provide feedback on your preliminary plans during the meeting.

Please carefully review this form and include all requested information. We are requesting you provide this information prior to scheduling, so we have time to review the key elements of your plans and can provide tangible feedback. The information we are requesting also needs to be submitted with your application, so providing it now may save time in the future.

GENERAL INFORMATION

1. Pre-application meetings are scheduled by DMR Monday-Friday 8 a.m. to 4:00 p.m. via Microsoft Teams. Participants will be provided with an opportunity to call into the meeting or join via computer/smartphone.
2. The meeting may last up to an hour.
3. Applicant attendees: Any individual listed as an applicant must attend the pre-application meeting. Corporate applicants must be represented by an individual(s) authorized to participate in such meetings. Corporate applicants must also be a legal entity; DBAs are not permitted.
4. Please come prepared to discuss your plans and listen to any concerns that may be raised. It is expected that you are generally familiar with the area and can answer questions about observed fishing activities, navigation, riparian ingress/egress, etc.
5. If you are culturing shellfish, please contact the Maine Shellfish Growing Area Program for harvest restrictions or other considerations related to water quality (DMRPublicHealthDiv@maine.gov).
6. If your proposed site is within 1,000 feet of a beach, park, docking facility or conserved lands owned by a municipality, state, or federal government, please make sure you talk with them about your site prior to submitting a draft application. Contact information for the property may be obtained by contacting the municipality or directing inquiries to the state or federal agency that holds the property.
7. After the pre-application meeting:
 - EXPERIMENTAL LEASE APPLICATIONS: You may submit your experimental lease application (including the non-refundable \$750.00 application fee).
 - STANDARD LEASE APPLICATIONS: DMR must receive a draft application (including the non-refundable \$500.00 application fee) within 120 days. If the proposal is replacing an existing experimental, the draft application must be received before the expiration of the existing experimental or within 120 days,

whichever comes first. You will be provided with the deadline, but it is your responsibility to ensure the draft application is received on time. Please note that if this is replacing an existing experimental site and we do not receive a draft application submission on time, the experimental lease may be terminated.

A. CONTACT INFORMATION

Legal Name of Applicant(s)*:	
Name of person(s) attending for applicant and email address(es):	
Email:	
Telephone:	

* **NOTE:** If this is replacing an experimental lease, the name of the applicant must include the existing experimental lease holder.

B. LOCATION OF PROPOSED LEASE SITE

Town:		
County:		
Waterbody:		
General Description:		
Will this site replace an existing experimental lease?	☐ Yes	If yes, please include site ID:
	☐ No	

C. PROPOSED LEASE INFORMATION

Lease Type	☐ Experimental ☐ Standard
Total Acreage Requested:	
Lease Term Requested:	
Type of Culture: (Check all that apply)	☐ Suspended (gear in the water and/or on the bottom) ☐ Bottom (no gear)
Is this a discharge application?	☐ Yes ☐ No
Is any portion of the proposed lease site above	☐ Yes ☐ No

mean low water?	
Is the proposed lease site located within any of the following habitat designations/areas? Check all that apply.	☐ Essential Habitat (includes Roseate Tern habitat and Piping Plover/Least Tern habitat) ☐ Shorebird Area ☐ Tidal Waterfowl and Wading Bird Habitat
Is the proposal within 1,000 feet of any of the following? Check all that apply.	☐ Conserved lands owned by federal, state, or municipal governments ☐ Docking facility owned by federal, state, or municipal governments ☐ Beach owned by federal, state, or municipal governments
Is any portion of the proposal within a marked navigational channel?	☐ Yes ☐ No

D. SPECIES AND SOURCE OF STOCK

	Common Name	Latin Name	Name of Source	Stocking Density
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				

E. GROWING AREA CLASSIFICATION

Growing Area Designation	
Growing Area Classification	☐ Approved ☐ Conditionally Approved ☐ Restricted ☐ Conditionally Restricted ☐ Prohibited
If you are proposing to grow molluscan shellfish in waters classified as anything other than open/approved, you must contact: DMRPublicHealthDiv@maine.gov	

F. PROPOSED OPERATIONS

How will you culture marine organisms?	☐ Gear ☐ Bottom planting only (no gear proposed) ☐ Combination: Both gear and bottom planting.
If you are proposing gear, where will it be located in the water?	☐ Floating on the surface of the water ☐ Suspended below the surface of the water ☐ Combination: Floating on the surface and suspended below the surface of the water.
Describe the gear types used to culture the species proposed.	
Are there any seasonal changes to gear deployment?	☐ Yes ☐ No
Are you proposing to use motorized equipment on the proposed lease?	☐ Yes ☐ No
Are you proposing to use a generator?	☐ Yes ☐ No
Are you proposing any exterior lighting?	☐ Yes ☐ No
Are you proposing a work float or barge?	☐ Yes ☐ No
Are you proposing a building, shed, or similar structure?	☐ Yes ☐ No

G. COORDINATES:

Provide geographic coordinates for each corner of the lease site in latitude and longitude **in decimal degrees** (e.g., 43.123456 N, -69.123456 W).

Corner Label (i.e. A, B, C, etc.)	Latitude	Longitude

BOUNDARY DRAWING:

Provide a drawing of the proposed site with the following elements depicted:

- ☐ Corner labels included
- ☐ Moorings and docks within 1,000 feet of the proposed site
- ☐ Other aquaculture sites within 1,000 feet of the proposed site
- ☐ Mapped eelgrass beds within 1,000 feet of the proposed site
- ☐ Mapped habitat designations/areas within 1,000 feet of the proposed site
- ☐ Public beaches, docks, parks, & conserved lands, owned by a municipality, federal or state government, within 1,000 feet of the proposed site
- ☐ If expanding an existing experimental, please depict the boundaries of the existing site and show the expanded area.

H. HARBORMASTER/DESIGNATED OFFICIAL CONTACT INFORMATION

Harbormaster or Designated Official Name:*	
If applicable: Designated Official Title:	
Harbormaster or Designated Official Email:	

*If the municipality is not served by a harbormaster, the municipality must designate an individual who will attend the pre-application meeting.

I. SUBMISSION INSTRUCTIONS

Once completed, submit this form through the DMR website [found here](#). The information will be reviewed, and we will work on scheduling the meeting as soon as possible. Please note that scheduling is coordinated with the municipality and a copy of this form and boundary drawing will be shared with them prior to the meeting.

☐ By checking this box, you are acknowledging that you understand and will follow the points listed in the General Information section.