



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.

Application Instructions: Before submitting your application make sure you have answered all questions and included all the necessary documentation.

REMINDER:

- Prior to completing the application, make sure you have a copy of the lease agreement for the site. You will need to reference that document to complete certain fields in this application (i.e. lease acronym, acreage, expiration date, etc.).
- If the lease holder holds multiple lease sites, you will need to know the lease acronyms of those sites and the respective acreage.
- If you have questions about the application or lease renewal process, please contact DMR at (207) 350-7815.

You are also responsible for submitting the following supporting materials:

- Tax map
- Certified Riparian Landowner List
- Copy of current bond, if applicable.

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

Late Fees: In accordance with 12 M.R.S.A. §6072(12)(A), if the renewal application is received after the expiration of a lease but within 30 days of the date of expiration, the application must include a non-refundable \$500 late fee.

The late fee may be waived if a substantial illness or medical condition prevented the leaseholder from submitting the application prior to the date of expiration. Requests for a medical waiver must include documentation from a physician describing the substantial illness or medical condition.

Submission Instructions:

Paper applications can be submitted via mail or email. Application fees can be paid online using PayMaine via credit card or ACH debit (checking and savings). When the application is received, DMR will email the applicant with further instruction regarding payment. Do not include credit card information with the submission as this is sensitive financial information. If paying the application fee via paper check, you must mail the application to DMR with the check. The check must be made payable to *Treasurer State of Maine*. Failure to include the paper check will result in the application being mailed back to you. Applications are not reviewed until payment is received. If you wish to confirm delivery of your application, use a service with tracking. DMR will email applicants once the proposal is received to confirm receipt.

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	DMRaquaculture@maine.gov	DEPARTMENT OF MARINE RESOURCES ATTN: Aquaculture Division 32 Blossom Lane Augusta, Maine 04333

DMR Communication and Response: Email is the method of contact DMR will utilize to communicate with you about the application. Please monitor your email and provide the requested information in a timely manner. If you require special accommodation, please call 207-350-7815.



APPLICATION FOR LEASE RENEWAL

A. CONTACT PERSON

Name of Applicant:	
Contact Person:	
Email:	
Telephone:	

B. MAILING ADDRESS

Street Address:	
City:	
State:	
Zip Code:	

C. PHYSICAL ADDRESS

☐ Same as mailing address

Street Address:	
City:	
State:	
Zip Code:	

D. PAYMENT METHOD

☐ Paper Check	☐ Credit Card/ACH Debit
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E. LEASE INFORMATION

Lease Acronym:	
Date Lease Expired:	
Acreage:	
Town:	
Length of Renewal Term Requested:	

F. Authorized Marine Organisms

1. Use the table below to list all the marine organisms you cultured on the lease site over the prior term.

	Common Name	Scientific Name
1.		
2.		
3.		
4.		
5.		
6.		

2. What was the final disposition of the marine organisms cultured over the prior term?

Check all that apply:
☐ Sold for Commercial Purposes ☐ Nursery site, organisms moved to other site(s) for additional growth ☐ Other. Please specify:

G. Aquaculture Activities During the Prior Lease Term

1. Was aquaculture routinely conducted on the lease site over the prior term?

☐ Yes☐ No

2. Describe the aquaculture activities conducted or explain why aquaculture was not routinely conducted:

H. Possible Future Use of the Site

1. If the lease is renewed, describe your plans for the site over the course of the requested term.

2. For salmonid sites only. What is the proposed stocking density of pens in the lease area? As a reminder, proposed stocking density of pens in the lease area cannot exceed 30 kilograms per cubic meter per statute.

3. Bird Deterrents.

Only complete this section if you are culturing shellfish using suspended gear.

To comply with the National Shellfish Sanitation Program (NSSP) Model Ordinance (MO), DMR is requiring that applications for the suspended culture of shellfish include a description of mitigation or deterrent measures to minimize the potential pollution impacts of birds at the site. Use the space below to list your mitigation or deterrent measures:

I. Current Lease Holdings

Does the applicant hold any other leases in Maine?

☐ Yes ☐ No

If “Yes”, complete the table below to list all leases held by the applicant and provide total acreage.

Lease Acronym	Acreage
Total Acreage	

J. Bond or Escrow

In accordance with regulation, lease holders are required to either maintain a performance bond or escrow account.

Check which option applies:
☐ The site is currently covered by a performance bond. You must submit a copy of the current bond with the application.
☐ The site is currently covered by an escrow account/agreement.

K. Riparian Landowner Notification

Is the proposal within 1,000 feet of shorefront land (which extends to mean low water or 1,650 feet from shore, whichever is less, according to NOAA charts).	☐ Yes ☐ No
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If yes, please submit the following:

- ☐ Include a completed riparian landowner list. If the site is in more than one municipality, you need to submit separate lists for each town/city.
- ☐ Make sure the list is certified by the municipality. The person certifying the list on behalf of the municipality should review the tax records and is typically the town clerk, tax assessor, or other individual familiar with these records.
- ☐ Include a labeled tax map that displays the: town name, parcels numbered clearly, legible scale, and boundaries of the proposed lease site.

RIPARIAN LANDOWNER LIST

Using municipal tax records, complete the table below for all riparian shorefront parcels within 1,000 feet of the proposed lease site. **It is the applicant's responsibility to assemble the information for the municipality to certify.** The municipality only certifies that the information is correct according to the town's tax records. Once you have completed the form, ask the municipality to complete the certification section below. Attach additional pages as necessary.

Name of Municipality:	
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Tax Map Number	Lot Number	Name of Landowner(s)	Mailing Address (Based on municipal tax records)

Town Certification

By signing below, I am certifying on behalf of the municipality listed above that the names and addresses of the property owners, including the map and lot numbers, are those listed in the records of this municipality and are current as of this date.

Printed Name:	
Signature:	
Position:	☐ Town Clerk ☐ Town Assessor ☐ Other town official. Please specify:
Date:	

L. Acknowledgement and Signature

- ☐ I understand that lease application fees are non-refundable.
- ☐ No outstanding lease rent is owed.
- ☐ I understand that this application is only to renew the lease with DMR. I understand that I am responsible for obtaining any other state or federal permits that may apply to this renewal.
- ☐ If the renewal is denied, I understand that all gear and product will need to be removed from the site 120 days after the date of the commissioner’s decision.
- ☐ This application includes all required attachments, including a copy of the current bond, if applicable.
- ☐ I understand that falsifying any information in this application will result in termination of the application or other enforcement action.

Printed Name	
Signature	
Date	