

**Section 8**  
**Public Notice and Meetings**

## 8. Public Notice and Meetings

# Public Notice and Meetings

## 8.1 State Standards

According to the Small Wind Certification Application:

*An applicant for a certification to construct a small-scale wind energy development must hold at least one public informational meeting in according with the Department’s rules, Chapter 2, Section 13.*

In addition, from page 9 of the Small Wind Certification Application:

### *Public Notice Filing and Certification*

*Chapter 2 of the Department’s Rules requires an applicant to provide public notice for new individual permit applications. In the notice, the applicant must describe the proposed activity and where it is located. “Abutter” for the purposes of the notice provisions means any person who owns property that is BOTH (1) adjoining and (2) within one mile of the delineated project boundary, including owners of property directly across a public or private right of way.*

- 1. **Newspaper:** The Notice of Intent to File must be published 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. The attached Notice of Intent to File form may be used, or an alternate format containing identical information, for newspaper publication and certified mailing.*
- 2. **Abutting Property Owners:** A copy of the Notice of Intent to File must be sent by certified mail to owners of all properties abutting the activity. The names and address of abutters can be obtained from the town tax maps or local officials. Abutters must receive notice within 30 days period to the filing of the application with the Department.*
- 3. **Municipal Office:** A copy of the Notice of Intent to File and a **duplicate of the entire application** must be provided to the Municipal Office of any municipality in which any portion of the project is located.*

***ATTACH a list of the names and addresses of the owners of abutting property.***

## 8.2 Public Informational Meeting

## 8. Public Notice and Meetings

RoxWind hosted a Public Informational Meeting on March 7, 2018. The meeting was noticed in the Sun Journal and the Rumford Falls Times on February 21, 2018. A copy of the notices for the Public Informational Meeting as published in the local newspapers is included in Exhibit 8-A. RoxWind also sent certified mailings to abutters to the Project. Abutters to the Project were determined in consultation with the Town and through review of the Tax Maps. Abutters to the Project who reside outside of the Town's boundary in Rumford were determined by examining the Town of Rumford's tax maps and Real Estate Tax Commitment Book – 2018. Twenty-one (21) abutters were identified and certified mail was sent to each abutter's attention, at the address available from the respective Towns. In addition, notice of the Public Informational Meeting was sent directly to the Town via certified mail. The certified mailings were sent the week of February 19<sup>th</sup>-23<sup>rd</sup>; all in excess of ten (10) days prior to the Public Informational Meeting. A list of property owners who were sent notice of the Public Informational Meeting and a copy of such notice is included in Exhibit 8-B.

Outside of RoxWind's notice obligations for the Public Informational Meeting, the Town independently posted details about the Public Informational Meeting on the Town Hall's sign, viewable from Roxbury Road (Exhibit 8-C).

The meeting was attended by approximately 12 residents of Roxbury. In addition, representatives from Stantec (Brooke Barnes, Principal, Environmental Services) and Epsilon (Rob O'Neal, Managing Principal) attended the meeting to present their respective firm's studies and to answer questions from the public. At the meeting, RoxWind, with its consultants, presented information and answered questions regarding the details of the Project, its anticipated environmental impacts, and opportunities for future comment. The format of the meeting was a combination of a group question and answer session and an open house. RoxWind displayed visuals including depictions of flicker and sound impacts, photosimulations, and site plans. The meeting formally commenced with a group question and answer session. After the group questions were answered, residents were invited to visit each display, ask questions, and, with regard to the flicker and sound displays, identify where their homes are located in relation to the Project. Handouts were available at the meeting, including the Project's website, anticipated environmental impacts, permitting requirements, and the Department's information sheet regarding public participation. A copy of the handouts is included as Exhibit 8-D.

### **8.3 Notice of Intent to File**

The Notice of Intent to File was published in the Sun Journal and the Rumford Falls Times on February 21, 2018. A copy of the Notices of Intent to File as published in the local newspapers is included in Exhibit 8-A. Similar to the Public Informational Meeting (Section 8.2) RoxWind also sent certified mailings to neighbors listed in Exhibit 8-B and provided a copy of the Notice of Intent to File. The certified mailings were sent the week of February 19<sup>th</sup>-23<sup>rd</sup> and the first notices delivered were on February 22, 2018.

RoxWind LLC  
Small Wind Certification Application

## 8. Public Notice and Meetings

This Application is being submitted within thirty (30) days of publishing the Notice of Intent to File and abutters receiving notice by certified mailings.

### **8.4 Application Submitted to Town**

A duplicate of this Application was sent via next day delivery to the Town on March 20, 2018.

### **8.5 Public Notice Filing and Certification**

The Public Notice Filing and Certification Form is included as Exhibit 8-E.

**8-A**

**Notices Published in Sun Journal and Rumford Falls Times**



...tuns Village Trunk Shop in 1988 in the neighborhood known as Brettuns Village in the town of Livermore. They specialized in the restoration of travel trunks and cases from the late 1800s. They have shipped their re-finished trunks across the USA and around the world.

In 1990, the company began selling hardware,

Children must be 5 on or before Oct. 15, 2018. A copy of the child's original birth certificate, Social Security card and health record, including immunization dates, will be needed. The child will be checked for height, weight, vision and hearing.

Call the school at the above number for an appointment.

Call the school, 207-933-4426, for an appointment.

Registration for children entering kindergarten in the fall who have not previously been in the PreK program will be held on Monday, May 7, at the Cottrell School.

Page C11

RULEMAKING

Proposed Rules alert the public regarding state agency... alert the public regarding state agency... by notifying the agency contact person... attend the public hearing. If no hearing is... may then schedule a hearing, and must do... disabled or need special services to attend... person at least 7 days prior to it. Petitions:... or repeal any rule; the agency must provide... your petition within 60 days. The agency... by 150 or more registered voters, and may... so petition the Legislature to review a rule;... (call 115 State House Station, Augusta, ME... ou with the necessary petition forms. The... a rule upon receipt of a petition from 100... ion who may be directly, substantially and... s..." (Title 5 §11112). WorldWide Web:... s of adopted rule chapters may be found... /sos/cec/rules. There is also a list of rule-... /sos/cec/rules/liasons.html), who are

February 21, 2018

SALS Conservation & Forestry (DACF), Maine

Metallic Mineral Exploration, Advanced Districts and Standards (2nd publication; public hearing scheduled) Commission is seeking public comment on 17 ch. 142, 128th Legislature. Specifically, July 1, 2018, to "adopt rules related to mining permit applications in accordance with sub-§2." Also, the section requires that include any additional provisions necessary under the Mineral Mining Act and rules related to and replacement of the Commission's Ch. 142 and Mining Certifications, updating existing provisions for mining certifications, ensure consistency with Ch. 13 and clarify Jeff's Catering, 15 Littlefield Way, Brewer, ME 04412. Submitted on or prior to March 26, 2018. BUSINESS IMPACT INFORMATION: Stacie, Department of Agriculture, Conservation, Maine 04333-0022. Telephone: (207) 557-... eyer@Maine.gov...OUNTIES: N/A

Conservation & Forestry (DACF), Maine Districts and Standards: Appendix C, Assessment Findings

Commission is seeking public comment on and Standards, Appendix C, "Alphabetical Assessment Findings". The proposed rule revisions Appendix C. Revisions include updating as well as correcting certain management procedures.

Submitted on or prior to March 26, 2018. BUSINESS IMPACT INFORMATION: Jennifer, ME 04333. Telephone: (207) 287-4930.

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USDA FOREST SERVICE WHITE MOUNTAIN NATIONAL FOREST EVANS BROOK SCOPING LEGAL NOTICE National Forest, Androscoggin District Scoping Proposal Document Available District Ranger, Jennifer Barnhart, is seeking your comments on the proposed Evans Brook Vegetation Management Project. The proposed project includes forest and habitat management activities on approximately 1200 acres, potential hazard tree removal, reactivation of a gravel pit, as well as updating the transportation network within the project boundary. The project is located on national forest lands in in Batchelders Grant, in Oxford County, Maine. Copies of the Scoping Proposal are available at the Androscoggin Ranger District Office, 300 Glen Road, Gorham, New Hampshire, 03581, or on our website at https://www.fs.usda.gov/project/?project=52040 For further information contact Jessica Rubado at (503) 314-0767, or by email at jrubado@fs.fed.us.

How to Comment and Timeframe: Specific written comments on the proposed project are most useful by March 23, 2018. Comments received outside of the designated public comment period are encouraged but they will not meet the legal requirements to have objection eligibility. Written comments must be submitted via mail, fax, or in person to: Jennifer Barnhart, District Ranger, Androscoggin Ranger District, 300 Glen Road, Gorham, NH 03581-1399, fax: (603) 466-2856, or in person Monday through Friday, 8:00 a.m. to 4:30 p.m., excluding holidays. In an effort to reduce paper use, the Forest Service will emphasize electronic correspondence throughout this project. Please submit your comments through the online comment form. You can access the comment form by clicking on "Comment on Project" on the right-hand side of the project website at: https://www.fs.usda.gov/project/?project=52040.

Comments submitted electronically must be in plain text (.txt), rich text format (.rtf), Word (.doc or .docx), portable document format (.pdf), or an email message. Please include "Evans Brook Vegetation Management Project" in the subject line. Names and contact information submitted with comments will become part of the public record and may be released under the Freedom of Information Act.

Objection Regulations (36 CFR §218): The proposed project is subject to the pre-decisional review (or objection) regulations of 36 CFR §218 Subparts A and B. Only those who submit timely and specific written comments (defined by 36 CFR 218.1) during a designated public comment period established by the responsible official will have eligibility to file an objection (36 CFR §218.5). For this scoping comment period, comments will be considered timely if submitted by March 23, 2018. Individuals and organizations wishing to be eligible to object must meet the information requirements in §218.25(a) (3). USDA is an equal opportunity provider, employer and lender.

MAINE PUBLIC UTILITIES COMMISSION NOTICE OF PROPOSED CHANGE IN COST OF GAS ADJUSTMENT BY NORTHERN UTILITIES, INC. d/b/a UNITIL Docket No. 2018-00041

Northern Utilities, Inc. d/b/a Unitil, a natural gas distribution utility that supplies natural gas to its sales service customers, has applied for a change in its cost of gas factor (CCGF) rate for the Off-Peak (Summer) period, May 1, 2018 through October 31, 2018 under the provisions of 35-A M.R.S. § 4703 and Chapter 430 of the Commission's Rules. Northern's proposed 2018 Summer CGF Rates are approximately 11% higher than the blended average 2017 Summer CGF Rates. Northern's proposed changes in this filing will result in an increase of 1% for the average residential customer who uses approximately 134 ccf during the summer period over the rates in effect during Summer 2017. The proposed rate increase is primarily due to an increase in demand costs due in part to the completion of the Portland Natural Gas Transmission System refund at the end of the 2017 - 2018 Peak Period and the inclusion of an under-collection instead of an over-collection credited in 2017 Summer Period. Reflected in those percentages is also Northern's proposed change to the Environmental Recovery Cost (ERC) rate in accordance with the settlement approved in Docket No. 96-678. Northern

tions will be accepted. For more information about the society, call 207-784-0586. Enter the County Building on the Court Street side. An elevator is available.

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RoxWind LLC is proposing a 4-turbine wind energy facility, with associated infrastructure, in the Town of Roxbury. The application will be filed on or about March 14, 2018 and will be available for public inspection at the Department's offices in Augusta during normal working hours. A copy of the application may also be seen at the municipal offices in Roxbury, Maine.

In order to be considered, a request for a public hearing on this application must be received by the Department, in writing, no later than 20 days after the application is accepted as complete for processing by the Department. A request for a public hearing must indicate the interest of the person filing the request, and must specify the reasons why a public hearing is warranted. In response to such a request, a public hearing may or may not be held, at the discretion of the Commissioner. Public comment on the application will be accepted throughout the processing of the application.

Written public comments may be sent to the Department of Environmental Protection, Bureau of Land Resources, 17 State House Station, Augusta, Maine 04333-0017.

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## **Rumford Falls Times**

Feb. 21, 2018

Miscellaneous Notices

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### **Sun Journal**

Feb. 21, 2018

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1397665-1

**Rumford Falls Times**

Feb. 21, 2018

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1397673-4

Show results beginning at page:



MaineNotices.com is a service of the Maine Press Association

**8-B**

**List of Property Owners to whom Notices were Sent via Certified Mail  
and Copy of Such Notices**

Abutters to RoxWind Project

Michael F. Gallant  
PO Box 163  
Roxbury, Maine 04275  
(See Footnote 1.)

Ronald G. & Janice H. Spicer  
18 Stanavage Road  
Colchester, Connecticut 06415  
(See Footnote 1.)

Beverly Dunst  
702 Kennebec Street  
Rumford, Maine 04276

Marc E. & Sandra Bisson  
PO Box 567  
Sanford, Maine 04073

Francis & Richard Coyne  
415B Main Street  
Westbrook, Maine 04092

Richard Cataloni & Barry Bunten  
PO Box 189  
Roxbury, Maine 04275

Linkletter Timberland LLC  
PO Box 135  
Athens, Maine 04912  
(Project Landowner)

James B. Casey  
PO Box 82  
Roxbury, Maine 04275  
(See Footnote 1.)

Bryant Hodgkins  
PO Box 61  
Roxbury, Maine 04275

David M. Hodgkins  
PO Box 55  
Roxbury, Maine 04275

Lonny Hodgkins  
PO Box 43  
Roxbury, Maine 04275  
(See Footnote 2.)

Richard Morton  
PO Box 194  
Andover, Maine 04216

John & Kathleen Sutton  
PO Box 193  
Rumford, Maine 04275

Richard M. & Shirlene K. Leavitt  
PO Box 274  
East Wilton, Maine 04234-0274

Robert & Michael Milledge  
PO Box 511  
Rumford, Maine 04276

Arthur D. Haseltine  
248 Roxbury Notch Road  
Roxbury, Maine 04275

Michael S. Coley & Jessie S. Chisolm  
1613 Highway 27  
Summerville, GA 30747-6701

Paul S. & Stormy G. Cogley  
PO Box 9  
Roxbury, Maine 04275

A&B Forestry  
6 Martin Road  
Rumford, Maine 04276

Timothy & Shealena Blake  
444 Yonder Way  
Rumford, Maine 04276

John R. Mason  
PO Box 570  
Bethel, Maine 04217

1. These residents were notified as their property abuts a contiguous piece of property under the same ownership of the Lessor to the Project but not containing the Project.
2. RoxWind consulted with the Town regarding the location of this property as it is not shown on the tax maps. As the exact location could not be determined, and thus if the property is an abutter could not be determined, notice was sent.
3. Formal Notice of the Intent to File and Notice of the Public Informational Meeting was sent to the Town of Roxbury, PO Box 24, Roxbury, Maine 04275.



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**8-C**

**Town of Roxbury's Posting of Public Informational Meeting**



TOWN OF  
**ROXBURY**  
INCORPORATED 1835  
Town Office  
& Fire Dept.

ANNUAL TOWN MT 3/5 6:00  
ROXWIND PUBLIC HEAR 3/7 6:  
2/27 SELECTMEN 6:00  
2/22 PL AN BOARD 6:00

095

EAST  
17





**8-D**

**Public Informational Meeting Handouts**

# ROXWIND

15.2 MW Wind Facility in Roxbury, Maine

## Public Informational Meeting

March 7, 2018, 6 PM

Roxbury Town Hall, Roxbury, Maine

The proposed project is a wind energy generation project consisting of 4 wind energy generators and their related infrastructure on North Twin Mountain (the Project). The wind turbines proposed are manufactured and commissioned by General Electric (GE) and will be located on 85 meter towers with 65 meter long blades (for a total proposed tip height of 150 meters). The Project is designed to conform to the State's Department of Environmental Protection (DEP) Application for Siting Certification and Natural Resource Protection Act Permit for Small-Scale Wind Energy Developments (SWC).

Environmental Impacts: Among other requirements to apply under the Small Wind Certification, the Project must occupy 20 acres or less and create 3 acres or fewer of new impervious surfaces. After the Project is constructed, the site will be strategically revegetated to decrease the final Project footprint while maintaining safe and appropriate site access. The Project is expected to have a relatively minor environmental impact due to its small size and location. It is proposed on a parcel that has been heavily logged and will utilize the existing access road, with improvements, to access the site.

For each of major discipline to be studies, RoxWind has contracted with professional consulting firms in support of its application, including:

Civil Engineering: *Stantec Inc.* completed soil surveys; designed site plans including erosion control and construction plan; completed wildlife survey following guidance from Maine Department of Inland Fisheries and Wildlife (MDIFW): ***No species of concern identified by MDIFW was found to be present on the site.***



Sound and Flicker Analysis: *Epsilon Associates, Inc.* completed flicker and sound analysis for Project. ***No surrounding residence should exceed 30-hours of flicker per year from the Project. No surrounding residence shall exceed 42 dBA (Maine night time sound limit) of sound from the Project.***

# ROXWIND

15.2 MW Wind Facility in Roxbury, Maine

Wetlands and Site Visibility: *Kleinschmidt Associates* investigated the site for vernal pools, wetlands and stream delineations; verified site visibility from surrounding parcels. ***Less than a quarter acre of wetland fill in multiple locations and less than 500' of culverts for intermittent streams.***

Visual Impact Assessment: *Terry J. Dewan & Associates* – completed visual impact assessment and created photosimulations.



The full flicker and sound impact maps, site plans, and photosimulations are available for your viewing during tonight's meeting.

## Local Permits and Approvals:

The Project submitted a Building Permit Application to the Planning Board for approval on February 22, 2018.

## State Permits and Approvals:

The Project requires a SWC from DEP. In addition, the Project has identified the following DEP filings that may be applicable: Natural Resources Application Form and Narrative and a Permit by Rule Notifications.

In addition, the Project has worked with MDIFW to draft an incidental take permit plan that will limit the Project's operations during periods of time when bats are presumed to be active.

## Federal Permits and Approvals:

The Project received determinations of no hazard from the Federal Aviation Administration in July 2017. In addition, the Project is evaluating the need to file an application with the US Army Corps of Engineers.

## Public Participation in DEP Process:

The public is welcome to participate in the SWC review and approval process. Please review the DEP Information Sheet: Public Participation in the Licensing Process, included with this handout and available online at: <http://www.maine.gov/dep/publications/documents/is-public.pdf>, for more details.

Thank you for attending the Public Informational Meeting.

For more information about the proposed Project as it develops or to submit additional questions after tonight's meeting, visit us online at: [www.RoxWind.com](http://www.RoxWind.com)





# DEP INFORMATION SHEET

## Public Participation in the Licensing Process

**Dated: October 2008**

**Contact: (207) 287-7688**

### SUMMARY

Maine law charges the Commissioner of the Department of Environmental Protection (D.E.P.) with evaluating license applications for many different activities that affect Maine's environment. Individuals and legal entities may participate at various points during license application processing. Individuals must recognize that the Commissioner's charge may, under certain circumstances, be overtaken by the Board of Environmental Protection (Board). This INFORMATION SHEET, in conjunction with consulting statutory and regulatory provisions referred to in this document, will assist with your understanding of the potential opportunities for participation in the Commissioner's process; other specific provisions that apply to the Board are not addressed in this INFORMATION SHEET. A failure to participate during the licensing process will result in a person's only option for influence over that decision being the filing of an appeal. D.E.P.'s *Rules Concerning the Processing of Applications and Other Administrative Matters (Chapter 2)*, 06-096 CMR 2, was promulgated, in part, to provide guidance on this process.

1. **PUBLIC ACCESS TO INFORMATION.** Records submitted to D.E.P. are generally available to the public under Maine's Freedom of Access Law, 1 M.R.S.A. §§ 401-410. Other than portions claimed to be confidential by law when submitted to D.E.P., all license application materials are readily available for review and copying at our offices in Augusta, Portland, Bangor, and Presque Isle.
2. **PUBLIC NOTICE.** Maine law requires applicants to publicly make known their intent to submit an application to D.E.P. It is the responsibility of an individual who is interested in following or participating in the license decision-making process to act after seeking out that notice or, if you are an abutter, to act when noticed directly by mail.
  - A. **Public Informational Meetings.** Informational meetings are held by persons prior to submitting a licensing application to D.E.P. for the purpose of informing the public about an anticipated project. These meetings are held at a location near to a proposed project and are by design open to the public. Abutters to the anticipated project location receive notice in the mail of the meeting time and location, and notice is also published in newspapers serving the area of the project.
  - B. **Application Filing.** Prior to filing an application with D.E.P., abutters to the project location receive notice in the mail of the anticipated filing date, and it is also published in newspapers serving the area of the project.
3. **INTERESTED PERSONS.** Individuals can acquire materials submitted to D.E.P., attend public informational meetings, provide comments and request that a public hearing be held on a filed application, request that the Board take jurisdiction over an application, and provide comments on a draft decision.
  - A. **Maximum Participation.** Participation in a D.E.P. licensing decision to the maximum extent possible requires a person to submit a written request stating his or her desire to acquire material related to an application. The individuals who do are known as "interested persons." Once a request is filed, interested persons will be provided with the opportunity to inspect and copy materials on file at D.E.P.; they also receive direct notice of public informational, pre-application and pre-submission meetings, and public hearings. The timing of an interested person's request to be part of the process will determine the number of events potentially available to him or her.

- B. Public Informational Meetings.** Informational meetings are held to inform the public about environmental impacts that are anticipated from a project. Interested persons may ask questions at such a meeting. Questioners should be aware that answers may not be available during the meeting.
- C. Pre-application and Pre-Submission Meetings.** D.E.P. often meets with potential applicants to identify regulatory and processing issues that need consideration. Pre-application and pre-submission meetings will typically not be attended by interested persons, in part because such a meeting is not, by law, a "public proceeding" freely open to attendance under Maine's Freedom of Access Law. Although the decision to allow individuals other than an applicant to attend is D.E.P.'s to make, interested persons invited to attend such a meeting should expect only to observe, since public input cannot be received at this time in the licensing process.
- D. Application Comments.** Interested persons and any other member of the public may submit written comments, including technical information, at any time during the course of an application's processing. It is in that person's interest to submit information early in the process in order to ensure adequate time for consideration by the D.E.P. staff member evaluating the application.
- E. Draft Order Comments.** Interested persons will receive the Commissioner's draft licensing decision at least five (5) working days prior to final action. Written comments may be submitted on that draft decision. Reasonable notice of when the Commissioner anticipates issuing a final decision on the draft order will also be provided to interested persons.
- F. Public Hearing Requests.** People may request that a public hearing be held on a filed application within 20 days after its acceptance as complete for processing by D.E.P. Such a request must satisfy requirements found in Section 7 of Chapter 2. The Commissioner will typically order that a hearing be held where credible conflicting technical information appears to exist regarding a licensing criterion.
- G. BEP Jurisdiction Requests.** People may request that the Board assume jurisdiction over a filed application within 20 days after D.E.P. accepts it as complete for processing. Such a request must satisfy Section 17 of Chapter 2. Board jurisdiction is not available for windpower development projects.

#### ADDITIONAL INFORMATION

If you have questions or need additional information on the appeal process, contact the D.E.P.'s Director of Procedures and Enforcement by calling (207) 287-7688. All Maine D.E.P. rules and laws are available via the internet by following the links provided at: <http://www.maine.gov/dep/>.

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**Note:** D.E.P. provides this INFORMATION SHEET for general guidance only; it is not intended for use as a legal reference. Maine law governs every citizen's rights.

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**8-E**

**Public Notice Filing and Certification Form**

## PUBLIC NOTICE FILING AND CERTIFICATION

Chapter 2 of the Department's Rules requires an applicant to provide public notice for new individual permit applications. In the notice, the applicant must describe the proposed activity and where it is located. "Abutter" for the purposes of the notice provision means any person who owns property that is BOTH (1) adjoining and (2) within one mile of the delineated project boundary, including owners of property directly across a public or private right of way.

1. **Newspaper:** The Notice of Intent to File must be published 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. The attached Notice of Intent to File form may be used, or an alternate format containing identical information, for newspaper publication and certified mailing.
2. **Abutting Property Owners:** A copy of the Notice of Intent to File must be sent by certified mail to the owners of all properties abutting the activity. The names and addresses of abutters can be obtained from the town tax maps or local officials. Abutters must receive notice within 30 days prior to the filing of the application with the Department.
3. **Municipal Office:** A copy of the Notice of Intent to File and a duplicate of the entire application must be provided to the Municipal Office of any municipality in which any portion of the project is located.

**ATTACH a list of the names and addresses of the owners of abutting property.**


### 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 certified mailing of the Notice of Intent to File was sent to all abutters within 30 days prior to the filing of the application;
3. A certified 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; and
4. Public notice was provided and a Public Informational Meeting was held, in accordance with the Department's Chapter 2, Rules Concerning the Processing of Applications, Section 13, prior to filing the application. Notice of the meeting was sent by certified mail to abutters and to the town office of the municipality in which the project is located at least ten days prior to the meeting. Notice of the meeting was also published 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 March 7, 2018  
Date

Approximately 12 members of the public attended the Public Informational Meeting.

  
Signature of Applicant or authorized agent

  
Date