



MAINE DEPARTMENT OF ENVIRONMENTAL PROTECTION  
**PUBLIC NOTICE OF INTENT TO FILE AN APPLICATION**  
DIVISION OF MATERIALS MANAGEMENT

**PUBLIC NOTICE REQUIREMENTS DIFFER DEPENDING ON THE LICENSE TYPE. REVIEW THE INSTRUCTIONS CAREFULLY TO ENSURE YOU UNDERSTAND THE REQUIREMENTS FOR YOUR PERMIT**

**FOR PERMIT-BY-RULE APPLICATIONS** (within 30 days prior to submitting the PBR notification to the Maine DEP):

- Mail the application and a completed Public Notice of Intent to File (see Page 2) to the municipal office of the municipality in which the project is proposed (or the appropriate Office of the County Commissioners and Maine Land Use Planning Commission).

**FOR AGRONOMIC UTILIZATION PROGRAM APPLICATIONS** (within 30 days prior to submitting the application to the Maine DEP):

- Mail the application and a completed Public Notice of Intent to File (see Page 2) to the municipal office of the municipality in which the applicant is located (or the appropriate Office of the County Commissioners and Maine Land Use Planning Commission).
- Publish the Public Notice once in a newspaper of general circulation in the area where the applicant is located and in a newspaper in general circulation in Augusta, Maine.

**ALL OTHER APPLICATIONS** (within 30 days prior to submitting the application to the Maine DEP):

- Mail the application and a completed Public Notice of Intent to File (see Page 2) to the municipal office of the municipality in which the project is proposed (or the appropriate Office of the County Commissioners and Maine Land Use Planning Commission).
- Mail the completed Public Notice to abutters<sup>1</sup> and all persons/entities owning land within 1,000 feet of the proposed project (*Upon request by a prospective applicant, the Department may grant an exception to the requirement that an applicant provide notice to an abutter if the abutter is one mile or more from the proposed project and the exception would not conflict with notice requirements of other applicable rules.*)
- Publish the Public Notice once in a newspaper of general circulation in the vicinity of, or as close as possible to, the area where the proposed project will be located.

## **PUBLIC HEARINGS**

If a public hearing is requested, the Department will hold a hearing if the Department determines there is credible conflicting technical information regarding licensing criterion, and it is likely that a hearing will assist the Department in understanding the evidence. Within five days after the Department's decision whether to hold a public hearing, the Department will provide notice of the decision to the person who requested the hearing, the applicant, and other affected person/interested party.

The Department Commissioner or the Board of Environmental Protection may schedule and hold a public informational meeting in accordance with 38 M.R.S. § 345-A (5) to collect comments that will become part of the record. Any such meeting will be held during the period when written public comments may be submitted to the Department.

1. "Abutter" means a person/entity owning property contiguous with the property on which the project is proposed.

## PUBLIC NOTICE OF INTENT TO FILE

Please take notice that \_\_\_\_\_

\_\_\_\_\_  
*(applicant name, mailing address, electronic mail address, and telephone number)*

intends to file an application with the Maine Department of Environmental Protection (the Department) on or about *(insert estimated date of submittal)* \_\_\_\_\_ pursuant to the provisions of 38 M.R.S. §§ 1301 through 1319-Y and the applicable sections of the Maine Solid Waste Management Rules, 06-096 CMR Chapters 400 through 419.

This application is for \_\_\_\_\_

\_\_\_\_\_  
*(summary of project)*

at \_\_\_\_\_

\_\_\_\_\_  
*(physical location and street address of project)*

owned by/operated by \_\_\_\_\_

*(landowner)*

*(site operator if different)*

The application and supporting documentation are available for review at the Bureau of Remediation and Waste Management (BRWM) at the appropriate Department regional office during normal working hours, and at the

\_\_\_\_\_  
*(name of municipal office or appropriate office of the County Commissioner if applicable)*

located at \_\_\_\_\_

*(street and email address of municipal or County Commissioner office)*

Any person, including the applicant, may request a hearing on the application. The request must be received by the Department, in writing, no later than 20 days after the Department has accepted the application as complete for processing (**for a Permit-by-Rule application**, any comments only must be submitted within 10 days after application is submitted to the Department). The request must indicate the interest of the person filing the request and specify the reasons why a hearing is warranted.

The Department will hold a hearing in those instances where the Department determines there is credible conflicting technical information regarding a licensing criterion, and it is likely that a hearing will assist the Department in understanding the evidence. Within five days after the Department's decision whether to hold a hearing, the Department will provide notice of the decision to the person who requested a hearing, the applicant, and any other affected person/interested party.

Send all correspondence to:

\_\_\_\_\_  
*(DEP regional office mailing address)*

*If the appropriate regional office and staff contact are not known, please insert the following instead:*  
*Maine Department of Environmental Protection, Bureau of Remediation and Waste Management,*  
*17 State House Station, Augusta, Maine 04333-0017*