


FOREST OPERATIONS PERMIT APPLICATION

WHO NEEDS TO SUBMIT THIS APPLICATION?

Anyone conducting forest operations in a **Development Subdistrict** or **Development areas within P-RP Subdistricts** within the service area of the Maine Land Use Planning Commission (“LUPC” or “Commission”) where a permit is required. This includes activities such as timber harvesting, land management roads and water crossings for land management roads.

Forest operations in the Protection or Management Subdistricts within the service area of the Maine Land Use Planning Commission are regulated by the **Maine Forest Service**. For more information call: (207) 287-2791 or visit: www.maine.gov/dacf/mfs/rules_regs/chap_27.html


 A Forest Operations Permit from the Commission does not preclude landowners from providing proper notification to the Maine Forest Service using the Forest Operations Notification (FONS).

WHERE CAN I GET HELP TO COMPLETE THIS APPLICATION?

Call the LUPC office that serves your area and ask to speak to or meet with one of our regional representatives. (see the LUPC website at www.maine.gov/dacf/lupc/about/AgencyContactSheet.pdf) Also, go to the LUPC website at www.maine.gov/dacf/lupc/ to browse through our rules and regulations, recent publications and newsletters, Commission meeting agendas, and other valuable information.

SUBMITTING YOUR APPLICATION

Fill out the application form. Submit the entire application form and the required attachments (including the appropriate application fee and all required exhibits – see instructions) to the LUPC office that serves your area (see the LUPC website at www.maine.gov/dacf/lupc/about/AgencyContactSheet.pdf).

 Your application may be returned if it is incomplete! Contact the LUPC office that serves your area if you need help with this application.

**THIS FORM IS NOT A VALID PERMIT.
NO CONSTRUCTION OR HARVESTING ACTIVITIES MAY BEGIN PRIOR TO YOUR
RECEIPT OF A PERMIT. THE COMMISSION MAY REQUIRE ADDITIONAL
INFORMATION NOT ENCOMPASSED IN THIS APPLICATION.**

1. APPLICANT AND AGENT INFORMATION

Print the legal names and mailing addresses of at least one person or companies with title, right or interest in the property associated with this application. Persons with "title, right or interest" are those listed on any deed, lease or sales contract for the property. Agents are persons (such as a licensed forester, harvester, or contractors) acting on the applicant's behalf. If you have a designated agent, provide the requested information. Note: All persons listed on the deed, lease, or sales contract must sign the application form.

2. PROPERTY DESCRIPTION AND LOCATION

Proposed Activity: Check the box that represents the activity you are proposing and briefly describe the project. (Examples: "Proposed 3-acre harvest in a residential area affected by a windstorm" or "Proposed construction of a logging road through a residential area to access a harvest area"). Note whether you propose to change the current use of the lot in the next 2 years (Example: "Planning to subdivide and sell house lots".)

Tax Map, Plan and Lot Numbers: The tax map, plan and lot numbers are listed on your property tax bill.

Zoning Impacted by the Activity(ies): Locate your property on a LUPC Land Use Guidance Map and identify the subdistricts where the proposed activity(ies) will be conducted. (For example, Residential Development Subdistrict (D-RS)). The Subdistrict(s) for your property can also be found at the LUPC website by viewing the LUPC Zoning Maps https://www.maine.gov/dacf/lupc/plans_maps_data/digital_maps_data.html or the LUPC Zoning & Parcel Viewer https://www.maine.gov/dacf/lupc/plans_maps_data/digital_maps_data.html#viewer.

Access Road(s): Identify the name(s) of the existing road(s) that will be used to access the property for the proposed activities.


Affected Waterbody(ies): Identify all waterbodies, including streams within 500 feet of the proposed activities.

Forest Operation Notification #: Most harvests also require notification to the Maine Forest Service. For more information contact call: (207) 287-2791 or visit: www.maine.gov/dacf/mfs/rules_reqs/chap_27.html

3. CONFORMANCE WITH APPLICABLE STANDARDS

Conformance with Standards: Check "Yes" or "No" if all proposed activities will be in conformance with the applicable standards of the Commission's Land Use Districts and Standards? (Section 10.27,D for Roads and Water Crossings and Sections 10.25,B,2 and 10.27,E for Timber Harvesting of the Commission's Chapter 10 *Land Use Districts and Standards*). If your answer is no, you must complete **Exhibit H: Demonstration of No Undue Adverse Impact on Uses and Resources**.

Buffering in Prospectively Zoned Areas. If you are within a prospectively zoned area, you must complete this section verifying that you will be in compliance with the standards for vegetative buffers in these areas. Standards for these areas differ from the jurisdiction-wide standards in a number of ways. For instance, vegetated buffers are required along all roads, not just public roads. Contact the LUPC office serving your area for more details or see Section 10.25,B of the Commission's Chapter 10 *Land Use Districts and Standards*.

 If the vegetative buffers or any other feature of your property will NOT screen the proposed development from view from the road and adjacent properties, you must submit **EXHIBIT I: Documentation for Exceptions to Buffering Requirements** with your application in order to apply for a waiver for the additional buffering requirements for prospectively zoned areas. (see *Required Fees and Exhibits*)

FOREST OPERATIONS PERMIT

For office use:

	FOP	
Tracking No.		Action No.

1. APPLICANT INFORMATION (REQUIRED) AND AGENT INFORMATION (OPTIONAL)

Applicant Name(s)	Daytime Phone	FAX	
Mailing Address		E-mail	
Town	State	Zip Code	
Agent Name	Daytime Phone	FAX	
Mailing Address		Email	
Town	State	Zip Code	

2. PROJECT DESCRIPTION AND LOCATION

Proposed Activity: <i>(Check all that apply)</i> <input type="checkbox"/> Timber Harvest <input type="checkbox"/> Land Management Road <input type="checkbox"/> Water Crossing of Minor Flowing Water	
Describe the nature of the project: (attach additional sheet(s) if necessary)	
Township, Town or Plantation	County
Tax Information <i>(check tax bill)</i>	Zoning Impacted by the Activity
Map: _____ Plan: _____ Lot(s): _____	
Access Road(s)	Affected Waterbody(ies)
When will the proposed activity(ies) be conducted? From: _____ to: _____	Forest Operations Notification # <i>(Maine Forest Service)</i>

3. CONFORMANCE WITH APPLICABLE STANDARDS

Conformance with Standards. Will all proposed activities be in conformance with the applicable standards of the Commission's *Land Use Districts and Standards?* (Section 10.27,D for Roads and Water Crossings and 10.27,B and 10.27,E for Timber Harvesting). Yes No

If No, you must complete EXHIBIT H: Demonstration of No Undue Adverse Impact on Uses and Resources.

Buffering in Prospectively Zoned Areas. Please answer if you are proposing activities in any of the following Plantations or Townships.

Adamstown Twp.	Dallas Plt.	Lincoln Plt.	Magalloway Plt.
Rangeley Plt.	Richardsontown Twp.	Sandy River Plt.	Townships C, D, and E.

Will all proposed activities be in conformance with Section 10.25,B,2 of the Commission's *Land Use Districts and Standards?* Yes No NA

If No, you must complete EXHIBIT I: Documentation for Exceptions to Buffering Requirements.

4. APPLICANT SIGNATURE

I have personally examined and am familiar with the information submitted in this notification, including the accompanying exhibit(s), and to the best of my knowledge and belief, this notification is true, accurate, and complete with all necessary exhibits. I understand that if the notification is incomplete, or without the required exhibit(s), it will be returned as incomplete. If there is an Agent listed above, I hereby authorize that individual or business to act as my legal agent in all matters relating to this notification. I understand that I am responsible for compliance with any applicable land use laws and regulations administered by the Maine Land Use Planning Commission.

All appropriate persons listed on the deed, lease or sales contract must sign below.

Applicant Signature(s)	Date
_____	_____
_____	_____

REQUIRED FEES AND EXHIBITS

APPLICATION FEE (nonrefundable): Submit a check or money order payable to "Treasurer, State of Maine" for the appropriate fee of \$100.00.

EXHIBIT A: LOCATION MAP. Submit an LUPC Land Use Guidance Map or another equivalent map (such as a U.S.G.S. topographic map or a tax parcel map) on which you have clearly marked the location of the proposed activities.

EXHIBIT B: DEED, LEASE OR SALES CONTRACT. Submit complete, signed copies of all deeds or leases that demonstrate the applicant's right, title or interest in all of the land addressed in this application. Or submit a current binding option to purchase all necessary interest in the land, or a similar contractual agreement that establishes terms for future title and provides a description of the property. If you are submitting a contractual agreement, you must also submit complete, signed copies of all deeds or leases that demonstrate the current landowner's right, title or interest in all of the land addressed in this application.


 *If you lease your property, contact your lessor before submitting this application to the LUPC. You may need to get written permission from the lessor for your proposal first.*

EXHIBIT C: SITE PHOTOGRAPHS. Attach a series of photographs taken within the past two years that show area to be impacted. To submit photographs, you must either mount the photos on 8½ by 11 inch paper and include an explanatory caption and date for each photo or contact the LUPC office that serves your area and ask if you can email digital photos. Please note, your photos cannot be returned.

EXHIBIT D: SITE PLAN. Submit a plan or plans of your lot on which you have clearly marked the boundaries of the lot and all harvest areas; existing and proposed structures, roads, water crossings, yarding areas; and all surface waters in the vicinity.

EXHIBIT E: HARVEST PLAN. Submit a harvest plan that describes the extent and type of timber harvesting and the reasons for the extent and type of harvest. Include the size of each area, a description of the current stand composition and condition. Be sure to include information such as stand volume (basal area), presence and amount of regeneration, density, species composition (percentage) and age of the stand. If there are sub-areas of the property that will have a different prescription, please describe each sub-area separately. All areas should be delineated on **Exhibit D: Site Plan**.

EXHIBIT F: IMPACT ON USES AND RESOURCES. Provide a detailed description of the impacts of the proposed activities and what measures will be taken to reduce any adverse impacts. Consideration should be given to:

- Type, extent and timing of harvest.
- Visibility from water bodies; public road or roads used by the public; populated/developed areas; and trails (including land and water trails, and other areas regularly used by the public for recreational purposes)
- Type and extent of recreational activities occurring in the vicinity, and the impact of the proposal on such activities.
- Type and extent of development occurring in the vicinity, and the impact of the proposal on such development, including noise and road safety.
- Type and extent of wildlife occurring in the vicinity, and the impact of the proposal on such wildlife.

EXHIBIT G: LAND DESCRIPTION. Provide a description of the land and topography in the harvest area. Be sure to include information on the percent slope of the land, drainage conditions and wetland areas.

EXHIBIT H: DEMONSTRATION OF NO UNDUE ADVERSE IMPACT ON USES AND RESOURCES. If a proposed timber harvest will not be in conformance with the standards in Sections 10.27,B or 10.27,E or a proposed land management road or water crossing will not be in conformance with the standards in Section 10.27,D, you must provide a detailed description of which standards will not be met and how the proposed activities will be conducted in a manner which produces no undue adverse impact upon the resources and uses in the area. Include detailed reasons for exceeding each of the standard(s), the extent to which the standard(s) will be exceeded, and the measures to be taken to prevent undue adverse impact on the uses and resources being protected.

EXHIBIT I: DOCUMENTATION FOR EXCEPTIONS TO BUFFERING REQUIREMENTS. This applies only to townships or plantations that are subject to Prospective Zoning, on property that has less than the required buffers in Section 10.25,B,2 of the Commission's Land Use Districts and Standards. If the vegetative buffers or other features of your property will not screen your proposed development from the road and adjacent properties, check the appropriate reason(s) below and submit any required documentation.

- The proposed use is compatible with adjacent development and is acceptable to all abutting land owners. Submit letters of agreement from abutters.
- Extensive clearing and development existed before January 1, 2001. Submit historical photographs documenting such clearing and development.
- The establishment of buffers would eliminate or interfere with scenic views existing before January 1, 2001. Submit historical photographs documenting such scenic views.
- The adjacent area has at least 80% of the street developed with buildings (a "Main Street" setting); or side or rear property line buffers would interfere with pedestrian circulation or access. Submit photographs documenting a "Main Street" setting.

FOREST OPERATIONS PERMIT CHECKLIST OF REQUIRED FEES AND EXHIBITS

Please check off the following for the application fee and exhibits. Use the requirements based on certain questions and the instructions in Required Fees and Exhibits to determine which are required for your application. Please check off if the exhibit is required and if it has been provided, and note that the supplements may also require additional exhibits. Please check with Commission staff if you have any questions.

Required*		Provided		Exhibit	*Required
YES	NO	YES	NO		
√	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Application Fee	Required unless a waiver is granted by the LUPC Director in very specific and limited circumstances.
√	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Exhibit A – Location Map	Required unless already on file with the LUPC.
√	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Exhibit B – Deed, Lease or Sales Contract	Required unless already on file with the LUPC and no changes have been made to the lot or covenants/restrictions or easements from what is on file.
√	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Exhibit C – Site Photographs	Required unless already on file with the LUPC and photos are representative of current conditions.
√	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Exhibit D – Site Plan	Required. Mark all existing and proposed activities on a plan or map.
√	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Exhibit E – Harvest Plan	Required. Describe the Harvest type, sub-areas, and other details.
√	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Exhibit F – Impacts on Existing Uses and Resources	Required. Describe the potential impacts to existing uses and resources in the area, particularly to existing development, areas utilized by the public and wildlife.
√	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Exhibit G – Land Description	Required. Provide details about the land topography and soils.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Exhibit H – Demonstration of No Undue Adverse Impact	Required if you answer No to the Conformance with Standards question in Section 3.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Exhibit I: Documentation for Exceptions to Buffering Requirements	Required if you answered No to the Buffering in Prospectively Zoned Areas question in Section 3.