





Permitting

STEP 1 	DETERMINE APPLICABLE PERMIT-BY-RULE SECTION(S)
STEP 2 	REVIEW CHAPTER 305 SECTION STANDARDS
STEP 3 	COLLECT SUBMISSION DOCUMENTS, LOG INTO, APPLY, AND PAY IN MELS
STEP 4 	THE PBR IS EFFECTIVE AFTER 20 WORKING DAYS UNLESS OTHERWISE NOTIFIED BY THE DEPARTMENT



Visit the DEP MELS website to learn how to create an account and submit a Permit by Rule application.

Purpose:

Protection of Maine's watersheds is ensured through the goodwill of residents around the lakes and through laws and ordinances created and enforced by the State of Maine and local municipalities. The following laws and ordinances require permits for activities adjacent to wetlands and waterbodies.

Shoreland Zoning Law—

Construction, clearing of vegetation and soil movement within 250 feet of lakes, ponds, and many wetlands, and within 75 feet of most streams, falls under the Shoreland Zoning Act, which is administered by your municipality through the Code Enforcement Office and the Planning Board.

Natural Resources Protection Act (NRPA)—

Soil disturbance & other activities within 75 feet of the lakeshore or stream also falls under the NRPA, which is administered by the Maine Department of Environmental Protection (DEP).

How to apply for a Permit by Rule with DEP:

To ensure that permits for small projects are processed swiftly, the DEP has established a streamlined permit process called Permit by Rule (PBR). These simplified permit applications are submitted online via DEP's permitting system, MELS.

- Submit a Permit by Rule application via MELS. Visit DEP's MELS Hub (see QR code in sidebar) to learn how to sign up for an account and submit your application.
- The PBR becomes effective 20 working days after the DEP receives the full and complete submission in MELS, unless the DEP approves or denies the PBR, or requests additional information prior to that date. If the DEP does not speak or write to the applicant within this 20 working day period regarding the submission, the applicant may proceed to carry out the activity.
- Follow all standards required for the specific permitted activities to keep soil erosion to a minimum. It is important that you obtain a copy of the standards so you will be familiar with the law's requirements.
- Full requirements and standards can be downloaded from the DEP's PBR website at the QR code to the right.



Scan for the
DEP PBR page



Scan here for
more information



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**Portland
Water
District**

From Sebago Lake to Casco Bay