

**REQUEST FOR APPROVAL  
OF ACTIVITY  
(Maine Geological Survey)**

This form is for use in obtaining approval from the **Maine Geological Survey (MGS)** for dune restoration and/or beach nourishment activities in coastal sand dunes per Section 16-A of Chapter 305 Permit by Rule Standards.

**To be filled out by applicant:** (Instructions are on page 3 of this form)

1. Applicant's name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

2. Include the following supporting documentation:

A map showing the location of the project.

Project plans, including:

- Plan view of the spatial extent (along-shore and cross-shore) of the proposed project in reference to the approximate highest astronomical tide and low water at the time of the permit request.
- Minimum of 1 cross-sectional profile of the existing beach and/or dune topography and the proposed beach and/or dune modifications. The cross-section should show the location of the approximate highest astronomical tide and low water at the time of the permit request.
- If biodegradable materials are proposed, the location of said materials in plan view and cross-sections.
- The approximate location and extent of plantings, if proposed.

Site photographs, including:

- High quality alongshore and cross-shore views, maximum of two photos per page.
- Approximate locations and directions of photographs marked on project plans.
- Something included in the photographs that provides scale reference.

Project description, including:

- The project justification and expectations.
- The total volume of sediment used as part of the proposed project.
- Description and source of sediment for dune restoration and/or beach nourishment.

*Please note that if the supporting materials are not provided, no approval will be granted by MGS.*

3. I plan to perform this activity between the dates of \_\_\_\_\_ and \_\_\_\_\_.  
(start date) (end date)

4. Send completed form and attachments to Maine Geological Survey Office or email at [Permits.MGS@maine.gov](mailto:Permits.MGS@maine.gov).

**For agency use only:**

MGS has reviewed the proposed project above, and:

- Approves of the project as proposed.
- Recommends the below changes be addressed (see page 2).

\_\_\_\_\_

*MGS Representative*

\_\_\_\_\_

*Position*

\_\_\_\_\_

*Date*

**For agency use only:**

Recommended changes for proposed project:

## Getting Approval

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**1. When do I need to get approval from the Department of Maine Geological Survey (MGS) before filing a Permit by Rule Notification Form with the DEP?**

You need to get approval for your project if it involves beach nourishment, dune reconstruction, or dune construction (Section 16-A of PBR).

**2. Why does MGS care about how I construct my project?**

MGS is responsible for providing the people and business of Maine with essential geologic information about the land where we live and work. Coastal sand dune systems include beaches and dunes and are protected resources that are dynamic and constantly evolving. MGS has extensive knowledge of coastal processes that influence Maine's beaches and dunes. For this reason, MGS Geologists need to review proposed projects to ensure that proposed activities are complimentary to and not detrimental to Maine's beaches and dunes.

**3. How do I get MGS approval?**

Simply fill out the applicant section of the form: write your name and address; check that all relevant materials have been included; and fill in the dates when you plan to do the work. Then email or mail this form, along with the supporting documentation, to the appropriate MGS office. ***Without supporting materials, MGS cannot properly review your project and the form will be returned to you unapproved.*** Once received, an MGS Geologist will review your project. If there are concerns about your project's impact on coastal sand dunes, the MGS Geologist will identify those concerns and may recommend alternatives to the project or project components. If there are no concerns, the Geologist will simply check off the form and return it to you: no change in plans will be required of you.

**4. How long will it take to get MGS approval?**

The DEP has asked that MGS staff review the "Request for Approval" within 10 working days of receiving it. Once reviewed, MGS will return the form directly to you. You then submit the form to the DEP along with the PBR Notification Form.

**5. What if MGS doesn't approve the project?**

If the project you propose for construction is not approved by MGS, the Geologist will identify concerns and may recommend alternative strategies for your project. The address and phone numbers for the MGS office can be found below. It may be possible for you and MGS to agree on other alternatives for your project as well.

**MGS Contact Information:**

Address: Maine Geological Survey  
93 State House Station  
17 Elkins Lane, Williams Pavilion  
Augusta, Maine 04333

Phone: (207) 287-2801  
Fax: (207) 287-2353  
E-mail: [Permits.MGS@maine.gov](mailto:Permits.MGS@maine.gov)