



STATE OF MAINE
Department of Environmental Protection

Paul R. LePage
GOVERNOR

Patricia W. Aho
COMMISSIONER

December 19, 2013

Mr. Troy McCrum
Pineland Farms Natural Meats Inc.
60 Campus Drive, Suite 115
New Gloucester, Maine 04260
e-mail: tmccrum@pfnmeats.com

RE: Maine Pollutant Discharge Elimination System (MEPDES) Permit # ME0036927
Maine Waste Discharge License (WDL) Application #W009002-5S-B-R
Final Permit

Dear Mr. McCrum:

Enclosed please find a copy of your **final** MEPDES permit and Maine WDL which was approved by the Department of Environmental Protection. Please read the permit/license and its attached conditions carefully. You must follow the conditions in the order to satisfy the requirements of law. Any discharge not receiving adequate treatment is in violation of State Law and is subject to enforcement action.

Any interested person aggrieved by a Department determination made pursuant to applicable regulations, may appeal the decision following the procedures described in the attached DEP FACT SHEET entitled "*Appealing a Commissioner's Licensing Decision*."

If you have any questions regarding this matter, please feel free to call me at 287-7693.

Sincerely,

Gregg Wood
Division of Water Quality Management
Bureau of Land and Water Quality

Enc.

cc: William Sheehan, DEP/NMRO
Mark Hedrich, DAFRR
Sandy Mojica, USEPA

AUGUSTA
17 STATE HOUSE STATION
AUGUSTA, MAINE 04333-0017
(207) 287-3901 FAX: (207) 287-3435
RAY BLDG., HOSPITAL ST.

BANGOR
106 HOGAN ROAD
BANGOR, MAINE 04401
(207) 941-4570 FAX: (207) 941-4584

PORTLAND
312 CANCO ROAD
PORTLAND, MAINE 04103
(207) 822-6300 FAX: (207) 822-6303

PRESQUE ISLE
1235 CENTRAL DRIVE, SKYWAY PARK
PRESQUE ISLE, MAINE 04769-2094
(207) 764-6477 FAX: (207) 764-1507



STATE OF MAINE
DEPARTMENT OF ENVIRONMENTAL PROTECTION
17 STATE HOUSE STATION
AUGUSTA, ME 04333

DEPARTMENT ORDER

IN THE MATTER OF

PINELAND FARMS NATURAL MEATS INC.	)	MAINE POLLUTANT DISCHARGE
FORT FAIRFIELD, AROOSTOOK COUNTY, MAINE	)	ELIMINATION SYSTEM PERMIT
CONCENTRATED ANIMAL FEEDING OPERATION	)	AND
ME0036927	)	WASTE DISCHARGE LICENSE
W009002-5S-B-R	)	RENEWAL
APPROVAL		

Pursuant to the provisions of the Federal Water Pollution Control Act, Title 33 USC, Section 1251, et seq. and Maine Laws 38 M.R.S.A. and 7 M.R.S.A. et seq., and applicable regulations, the Maine Department of Environmental Protection (Department/DEP hereinafter) has considered the application of PINELAND FARMS NATURAL MEATS INC. (PFNM/permittee hereinafter), with its supportive data, agency review comments, and other related materials on file and FINDS THE FOLLOWING FACTS:

APPLICATION SUMMARY

PFNM has filed a timely application with the Department to renew combination Maine Pollutant Discharge Elimination System (MEPDES) permit ME0036927 and Maine Waste Discharge License (WDL) W009002-5S-A-N, (permit hereinafter) last issued by the Department on May 21, 2007, for a five-year term. The permit authorized PFNM to manage process waste waters and storm water runoff that are generated by the operation of a concentrated animal feeding operation (CAFO) located in the Town of Fort Fairfield. The permittee is required to manage the facility such that there is no discharge of process waste waters to surface waters at precipitation events that are less than a 24-hour, 25-year storm event.

PERMIT SUMMARY

This permitting action is requiring the permittee to implement and maintain Best Management Practices (BMPs) to prevent discharges to waters of the State of Maine, and implement and keep current, an approved Nutrient Management Plan in accordance with Maine Department of Agriculture, Conservation and Forestry (DACF) regulation Chapter 565, *Nutrient Management Rules*, §6. On April 8, 2010, the DACF issued a Livestock Operation Permit (LOP) pursuant to Maine law, 7 M.R.S.A., §4204 and §4205 respectively, for the permittee's facility.

CONCLUSIONS

BASED on the findings in the attached Fact Sheet dated October 10, 2013, and subject to the Conditions listed below, the DEP makes the following CONCLUSIONS:

1. Discharges, either by itself or in combination with other discharges, will not lower the quality of any classified body of water below such classification.
2. Discharges, either by itself or in combination with other discharges, will not lower the quality of any unclassified body of water below the classification which the Department expects to adopt in accordance with state law.
3. The provisions of the State's antidegradation policy, 38 M.R.S.A., Section 464(4)(F), will be met, in that:
 - a. Existing in-stream water uses and the level of water quality necessary to protect and maintain those existing uses will be maintained and protected;
 - b. Where high quality waters of the State constitute an outstanding natural resource, that water quality will be maintained and protected;
 - c. Where the standards of classification of the receiving water body are met or not met, the discharge will not cause or contribute to the failure of the water body to meet standards of classification;
 - d. Where the actual quality of any classified receiving water body exceeds the minimum standards of the next highest classification, that higher quality will be maintained and protected; and
 - e. Where a discharge will result in lowering the existing quality of any water body, the Department has made the finding, following the opportunity for public participation, that this action is necessary to achieve important economic or social benefits to the State.
4. Discharges will be subject to effluent limitations that require application of best practicable treatment.

ACTION

THEREFORE, the Department APPROVES the above noted application of PINELAND FARMS NATURAL MEATS INC., to discharge storm water to Noyes Brook, Class B, and manage process waste waters generated by the operation of a CAFO located in Fort Fairfield such that there are no discharge(s) to surface waters at precipitation events that are less than a 24-hour, 25-year storm event. The CAFO is SUBJECT TO THE ATTACHED CONDITIONS, and all applicable standards and regulations, including:

1. "Maine Pollutant Discharge Elimination System Permit Standard Conditions Applicable To All Permits," revised July 1, 2002, copy attached.
2. The attached Special Conditions, including any effluent limitations and monitoring requirements.
3. This permit becomes effective upon the date of signature below and expires at midnight five (5) after that date. If a renewal application is timely submitted and accepted as complete for processing prior to the expiration of this permit, the terms and conditions of this permit and all subsequent modifications and minor revisions thereto remain in effect until a final Department decision on the renewal application becomes effective. [Maine Administrative Procedure Act, 5 M.R.S.A. § 10002 and Rules Concerning the Processing of Applications and Other Administrative Matters, 06-096 CMR 2(21)(A) (effective April 1, 2003)].

DONE AND DATED AT AUGUSTA, MAINE, THIS 19th DAY OF December, 2013.

DEPARTMENT OF ENVIRONMENTAL PROTECTION

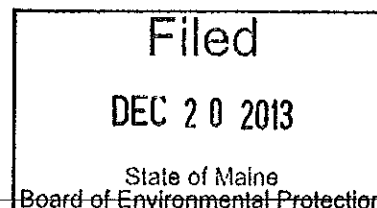
BY: Michael Kuhn
For Patricia W. Aho, Commissioner

PLEASE NOTE ATTACHED SHEET FOR GUIDANCE ON APPEAL PROCEDURES

Date of initial receipt of application: March 30, 2012.

Date of application acceptance: April 3, 2012.

Date filed with Board of Environmental Protection State of Maine
Board of Environmental Protection



This order prepared by Gregg Wood, BUREAU OF LAND AND WATER QUALITY

SPECIAL CONDITIONS

A. DEFINITIONS

1. Process-generated waste water or waste water means any waste water directly or indirectly used in the operation of a feedlot for any or all of the following: spillage or overflow from animal watering systems; washing, cleaning, or flushing pens, barns, manure pits or other feedlot facilities, feed storage facilities, direct contact swimming, washing or spray cooling of animals; and dust control and any precipitation which comes in contact with any manure or litter, bedding, or any other raw material or intermediate or final material or product used in or resulting from the production of animals or direct products (e.g., milk). Waste water also includes any precipitation that comes into contact with any manure, litter or bedding, or any other raw material or intermediate or final material or product used in or resulting from the production of animal or direct products (e.g., milk).
2. Retention facility or retention structures or waste water facility means all collection ditches, conduits and swales for the collection of runoff and waste water, and all basins, ponds and lagoons used to store wastes, waste waters and manure.
3. Storm water means storm water runoff or snow melt runoff that does not come into contact or co-mingle with process waste water.

B. DISCHARGE LIMITATIONS/ BEST MANAGEMENT PRACTICES

Each of the following minimum standards is designed to achieve the objective of preventing discharges of pollutants to waters of the State of Maine from CAFOs and from land application activities under the operational control of the CAFO and must be included in the permittee's Nutrient Management Plan (NMP). Minimum standards or portions of minimum standards to be implemented on the effective date of the permit. In addition to these minimum standards, permittees are also required to comply with other applicable technology-based and water quality-based effluent limitations of this permit.

1. Technology based effluent limitations - Production Area

The permittee must implement the terms of the most current NMP approved by a certified nutrient management plan specialist including but not limited to:

- a. There may be no discharge of manure, liter, or process wastewater pollutants into waters of the State from the production area except as provided below;

SPECIAL CONDITIONS

B. DISCHARGE LIMITATIONS/BEST MANGEMENT PRACTICES (cont'd)

Whenever precipitation causes an overflow of manure, litter or process waste waters, pollutants in the overflow may be discharged into waters of the State provided;

- b. The production area is properly designed, constructed, operated and maintained to contain all manure, litter, process wastewaters and the runoff and direct precipitation from the 24-hour, 25-year storm event that equates to 4.2 inches of rainfall. Discharges of process waste water are prohibited unless the discharge is associated with a precipitation event that exceeds a 24-hour, 25-year storm event.
- c. The design storage volume is adequate to contain all manure, litter, and process waste water accumulated during the storage period including, at a minimum, the following:
 1. The volume of manure, litter and process wastewater, and other wastes accumulated during the storage period.
 2. Normal precipitation less evaporation during the storage period.
 3. Normal runoff during the storage period.
 4. The direct precipitation from the 24-hour, 25-year storm event.
 5. The runoff from the 24-hour, 25-year storm event from the production area.
 6. Residuals solids after liquid has been removed.
 7. Necessary freeboard to maintain structural integrity.
 8. A minimum treatment volume, in the case of treatment lagoons.
 9. Installation of a depth marker in all open surface liquid impoundments. The depth marker must clearly indicate the minimum capacity necessary to contain the runoff and direct precipitation of the 24-hour, 25-year storm event. The marker shall be visible from the top of the levee.
 10. Weekly visible inspections of the manure, event and process wastewater impoundments noting the level as indicated by the depth marker installed in accordance with Section B(1)(c)(9) above.
 11. Daily inspections of all water lines, including drinking water and cooling lines.
 12. Timely correction of any deficiencies that are identified in daily and weekly inspections.

SPECIAL CONDITIONS

B. DISCHARGE LIMITATIONS/BEST MANAGEMENT PRACTICES (cont'd)

2. Additional measures applicable to the production area.
 - a. Ensure adequate storage of manure, litter, and process wastewaters, including procedures to ensure proper operation and maintenance of the storage facilities. - Store dry manure in production buildings or in storage facilities or otherwise store or modify the site (e.g. berms buffers) in such a way as to prevent polluted runoff (e.g., located on relatively flat land, away from water bodies, wetlands, and wells, and/or surrounded by a berm or buffer). Provide adequate storage capacity in the compost site for the typical quantity of manure generated over a 180-day period of time beginning December 1st of each year and maintain adequate storage for 10 days in the production area on a year-round basis. Implement an operation and maintenance program that involves periodic visual inspection and maintenance of all manure storage and handling equipment and structures and all runoff management devices (e.g., cleaning separators, barnyards, catch basins, screens, annual calibration of land application equipment, maintenance of filter strips). These activities will minimize the possibility of discharges of pollutants to surface waters of the State of Maine.
 - b. Handle and dispose of dead animals in a manner that prevents contamination of surface waters and ground waters of the State of Maine and complies with DAFRR Chapter 211 *Rules For The Disposal of Animal Carcasses*, as revised on April 28, 2012.
 - c. Ensure that clean water is diverted, as appropriate, from the production area. Clean water includes, but is not limited to, rain falling on the roofs of facilities and runoff from adjacent land. Any clean water that is not diverted and comes into contact with raw materials, products or by-products including manure, litter, process waste water, feed, milk or bedding materials is subject to effluent limitations in Section B(1) of this permit.
 - d. Prevent direct contact of confined animals with waters of the State.
 - e. Prevent introduction of chemicals into manure and waste water storage structures for purposes of disposal. Examples include pesticides, hazardous and toxic chemicals, and petroleum products/by-products.

SPECIAL CONDITIONS

B. DISCHARGE LIMITATIONS/BEST MANAGEMENT PRACTICES (cont'd)

3. Technology based limits – Land application areas

- a. Permittees that apply manure, litter or process wastewater to land under the permitted CAFO's ownership or operational control must implement the terms and conditions of the NMP as specified below. The NMP must be developed in accordance with the following requirements.
 1. Determination of application rates – Application rates for manure, litter or process wastewater must minimize phosphorus and nitrogen transport from the fields to surface waters in compliance with technical standards for nutrient management established by DAFRR in Chapter 565, Nutrient Management Rules.
 2. Manure and soil sampling – Manure must be analyzed at least once annually for nitrogen and phosphorus content. Soil must be analyzed at least once every five years. The results of the analyses must be used in the determining application rates for manure, litter and process waste water.
 3. Inspection of land application equipment – Equipment used for land application of manure, litter or process wastewater must be periodically inspected for leaks.
 4. Land application setback requirements - Provide and maintain buffer strips or other equivalent practices near feedlots, manure storage areas, and land application areas that are sufficient to minimize discharge of pollutants to surface waters of the State of Maine (e.g., soil erosion and manure and waste water). These practices may include, but are not limited to, residue management, conservation crop rotation, grassed waterways, strip cropping, vegetative buffers, forested riparian buffers, terracing, and diversion.
 5. Record Keeping Requirements – Complete on-site records including the site specific NMP requirements must be maintained to document implementation of all required land application practices. Such documentation must include the records specified for Soil and Manure/Wastewater Nutrient Analyses and Land Application.
 6. Prohibitions – There shall be no discharge of manure, litter or process wastewater to waters of the State as a result of manure, litter or process wastewater to land areas under the control of the permittee, except where it is agricultural storm water runoff. Where manure, litter or process wastewater has been applied in accordance with the terms and conditions of the NMP, a precipitation related discharge of manure, litter or process wastewater from land areas under the control of the permittee is considered to be an agricultural storm water discharge.

SPECIAL CONDITIONS

C. DISCHARGE LIMITATIONS/BEST MANAGEMENT PRACTICES (cont'd)

7. Discharge(s) of storm water shall;
 - a. Not contain a visible oil sheen, foam or floating solids in the receiving waters at any time which would impair the usages designated for the classification of the receiving waters.
 - b. Not contain materials in concentrations or combinations which are hazardous or toxic to aquatic life, or which would impair the usages designated for the classification of the receiving waters.
 - c. Not cause visible discoloration or turbidity in the receiving waters which would impair the usages designated for the classification of the receiving waters.
 - d. Notwithstanding specific conditions of this permit, discharges must not lower the quality of any classified body of water below such classification, or lower the existing quality of any body of water if the existing quality is higher than the classification.

4. Additional measures

- a. Records – Identify specific records that will be maintained to document the implementation and management of Section B(1)(c)(1-12) of this permit.
- b. Transfer of manure – In cases where CAFO-generated manure, litter or process wastewater is sold or given away, the permittee must comply with the following conditions:
 1. Maintain records showing the date and amount of manure, litter or process wastewater that leaves the facility.
 2. Record the name and address of the recipient.
 3. Provide the recipient's with representative information on the nutrient content of the manure, litter or process wastewater.
 4. The records must be retained on-site for a period of five-years and be submitted to the DEP or EPA upon request.

SPECIAL CONDITIONS

B. DISCHARGE LIMITATIONS/BEST MANAGEMENT PRACTICES (cont'd)

5. Notification of discharge(s):

If, for any reason, there is a discharge of process waste water from the facility to surface waters, non-compliance with this permit or a discharge that may endanger human health or the environment, the permittee is required to make verbal notification (within 24 hours) and written notification (within 5 days) to the DEP and the DACF entities listed in paragraph B(5)(e) below. In addition, the permittee shall keep a copy of the notification submitted to the Maine DEP and DACF together with the Nutrient Management Plan required by Special Condition C of this permit. The discharge notification shall contain the following information:

- a. Description of the discharge: A description and cause of the discharge, including a description of the flow path to the receiving water body and an estimation of the flow and volume discharged.
- b. Time of the discharge: The period of discharge, including exact dates and times, and the anticipated time the discharge is expected to continue.
- c. Cause of the discharge: If caused by precipitation event(s), information from the onsite rain gauge required by Special Condition E(7) of this permit concerning the size of the precipitation event must be provided.
- d. Steps being taken to reduce, eliminate and prevent recurrence of the non-complying circumstances or discharges.
- e. Verbal notification must be made to the Maine DEP and DACF (contacts below) within 24-hours of the facility discharge. Written notification including the information required above must be received by the Maine DEP and DACF within five (5) calendar days of the discharge.

Maine Department of Agriculture, Conservation and Forestry
Attn: Nutrient Management Program Manager
Division of Animal and Plant Health
28 State House Station
Augusta, Maine 04333-0028 Telephone: (207)-287-7608

Maine Department of Environmental Protection
Attn: Compliance Inspector
Bureau of Land & Water Quality
Division of Water Quality Management
17 State House Station
Augusta, Maine 04333 Telephone: (207) 287-3901

SPECIAL CONDITIONS

B. DISCHARGE LIMITATIONS/BEST MANAGEMENT PRACTICES (cont'd)

6. Monitoring requirements for process water discharges: In the event of an overflow (or pre-planned emergency discharge) or any other discharge from storage tanks, storage bunkers, other waste water storage structures or feed storage operations, the following actions shall be taken:

- a. Analysis of the discharge: All discharges shall be sampled and analyzed. Samples must, at a minimum, be analyzed for the following parameters:

Fecal coliform bacteria	Five-day biochemical oxygen demand (BOD ₅)
Total suspended solids (TSS)	Total phosphorus as phosphorus
Ortho-phosphorus	Ammonia-nitrogen as nitrogen
Total kjeldahl nitrogen (TKN) as nitrogen	Nitrate & Nitrite as nitrogen
pH	

- b. Sampling procedures: Samples shall consist of grab samples collected from the overflow or discharges from the retention structure. A minimum of one sample shall be collected from the initial discharge (within 30 minutes or upon discovery). The sample shall be collected and analyzed in accordance with EPA approved methods for water analysis listed in 40 CFR 136. Samples collected for the purpose of monitoring shall be representative of the monitored discharge. If more than one sample is collected during the discharge, the samples may be composited (with the exception of pH and fecal coliform bacteria) when analyzed for the parameters in Special Condition B(6)(a) above. Monitoring results must be submitted to the DACF and DEP at the addresses in Special Condition B(5)(e) of this permit within 30 days of the discharge event.

C. NUTRIENT MANAGEMENT PLAN

Upon issuance of this permit, the permittee is required to maintain and implement a Nutrient Management Plan prepared in accordance with the standards in Maine's DACF regulation, Chapter 565, §6 and federal regulation 40 CFR, §122.42(e) and 40 CFR §412.4. The Nutrient Management Plan must be updated at least once each year and must be approved by a certified nutrient management plan specialist at least every five years. The Nutrient Management Plans must be kept on-site and current at all times.

SPECIAL CONDITIONS

D. GENERAL FACILITY INSPECTIONS AND MONITORING

Inspection, monitoring and record keeping activities shall be conducted in accordance with the following:

1. Employee Training: Where employees are responsible for work activities that relate to permit compliance, those employees must be regularly trained or informed of any information regarding the proper operation and maintenance of the facility and waste disposal. Training shall include topics as appropriate such as land application of wastes, proper operation and maintenance of the facility, good housekeeping and material management practices, necessary record keeping requirements, and spill response and clean up. The permittee is responsible for determining and providing the appropriate training frequency for different levels of personnel and maintain records of the training provided.
2. Record Keeping and Internal Reporting Procedures. Incidents such as spills or overflows, along with information describing the pollution potential and quantity of the discharge shall be described in writing. Inspections and maintenance activities shall be documented.
3. Visual Inspections. The permittee shall inspect equipment and facility areas daily and during and subsequent to any rain event. Material handling areas shall be inspected for evidence of, or the potential for, pollutants entering the drainage system. At a minimum of once every two weeks, visual inspections of all manure and runoff storage structures, handling and distribution systems, feed storage operations other process systems or controls, and buffer strips shall be undertaken to ensure that all are in good condition and functioning properly.
4. Site Inspection. A complete inspection of the facility shall be conducted by the farm manager and a report made documenting the findings of the inspection made at least once/year. The report shall be kept on-site and made available to DACF, DEP and EPA staff upon request.
5. Reports/Records. All inspection reports and other record keeping required by this permit must be kept current at all times and maintained at the facility for at least three (3) years.
6. Precipitation - The permittee shall maintain a precipitation gauge at the facility and record the rainfall for each 24-hour period between April 1 and May 30 and October 1 through October 30 of each year or obtain daily precipitation records for said periods from other entities within a 25 miles radius of the farm.

SPECIAL CONDITIONS

D. GENERAL FACILITY INSPECTIONS AND MONITORING (cont'd)

7. Additional Monitoring Requirements

Additional analysis: Upon request by the Maine DEP and or DACF, the permittee may be required to collect and analyze samples including but not limited to soils, surface water, ground water, and/or stored waste in a manner and frequency specified by Maine DEP and or DACF.

E. ANNUAL REPORTING REQUIREMENTS

1. **On or before December 31st of each year (*ICIS code PR003*)** the permittee must submit [to the addresses in Section B(5)(e)] an annual report to the DEP and DACF that at a minimum, includes the following information;
 - a. The number and type of animals, whether in open confinement or housed under roof.
 - b. Estimated amount of total manure, litter and process waste water generated by the CAFO in the previous 12 months (tons/gallons).
 - c. Estimated amount of total manure, litter and process waste water transferred to other persons by the CAFO in the previous 12 months (tons/gallons).
 - d. Total number of acres of land application covered by the NMP.
 - e. Total number of acres under the control of the permittee that were used for land application of manure, litter and process wastewater in the previous 12 months.
 - f. Summary of all manure, litter and process wastewater discharges from the production area that have occurred in the previous 12 months including date, time, and approximate volume.
 - g. A statement indicating whether the current version of the CAFO NMP was developed by a certified nutrient management planner.
 - h. Actual crops planted and actual yields of each field for the preceding 12 months.
 - i. Results of all samples of manure, litter and process wastewater for nitrogen and phosphorus content for manure, litter and process wastewater that was land applied.
 - j. Results of calculations conducted in accordance with Linear Approach or Narrative Rate Approach.
 - k. Amount of manure, litter and process wastewater applied to each field during the preceding 12 months.

SPECIAL CONDITIONS

F. FACILITY CLOSURE

The following conditions shall apply to the closure of lagoons and other earthen or synthetic lined basins and manure, litter and process wastewater storage and handling structures:

a. Closure of Lagoons and Other Surface Impoundments

1. No lagoon or other earthen or synthetic lined basin shall be permanently abandoned.
2. Lagoons or other earthen or synthetic lined basins shall be maintained at all times until closed in compliance with this section.
3. All lagoons or other earthen or synthetic lined basins must be properly closed if the permittee ceases operation. In addition, any lagoon or other earthen or synthetic lined basin that is not in use for a period of 12 consecutive months must be properly closed unless the facility is financially viable, intends to resume use of the structure at a later date, and either 1) maintains the structure as though it were actively in use, to prevent compromise of structural integrity; or 2) removes manure and wastewater to a depth of one foot or less and refills the structure with clean water to preserve the integrity of the synthetic or earthen liner. In either case, the permittee shall notify the DEP and DAF of the action taken and shall conduct routine inspections, maintenance and record keeping as though the structure were in use. Before restoration or use of the structure, the permittee shall notify the DEP and DAF and provide the opportunity for inspection.
4. All closure of lagoons and other earthen or synthetic basins must be consistent with 06-096 CMR Chapter 550, Discontinuance of Wastewater Treatment Lagoons. Consistent with that standard, the permittee shall remove all waste materials to the maximum extent practicable and dispose of them in accordance with the permittee's NMP, unless otherwise authorized by the DEP and DAFRR
5. Unless otherwise authorized by the DEP or USEPA, completion of the closure of the lagoon(s) and other earthen or synthetic lined basins shall occur as promptly as practicable after the permittee ceases to operate or, if the permittee has not ceased operations, 12 months from the date on which the use of the structure ceased, unless the lagoons or basins are being maintained for possible future use in accordance with the requirements above.

SPECIAL CONDITIONS

F. FACILITY CLOSURE (cont'd)

- b. Closure Procedures for Other Manure, Litter or Process Wastewater Storage and Handling Structures
 1. No other manure, litter or process wastewater storage and handling structure shall be abandoned. Closure of all such structures shall occur as promptly as practicable after the permittee has ceased to operate, or, if, the permittee has not ceased to operate, within 12 months after the date on which the use of the structure ceased. To close a manure, litter or process wastewater storage and handling structure, the permittee shall remove all manure, litter, or process wastewater and dispose of it in accordance with the permittee's NMP, or document its transfer from the permittee's facility in accordance with off-site transfer requirements specified in this permit, unless otherwise authorized by the DEP and DAFRR.

G. REOPENING OF PERMIT FOR MODIFICATIONS

Upon evaluation of any pertinent information obtained during the term of this permit indicating that the discharge(s) are causing, contributing or have a reasonable potential to cause or contribute to the surface waters or ground waters not to attain the standards of their assigned classifications, this permit may be modified, after notice to the permittee to: 1) establish effluent limits necessary to control specific pollutants; (2) require monitoring if results on file are inconclusive; or (3) change monitoring requirements or limitations based on new information.

H. SEVERABILITY

In the event that any provision, or part thereof, of this permit modification is declared to be unlawful by a reviewing court, the remainder of the permit shall remain in full force and effect, and shall be construed and enforced in all aspects as if such unlawful provision, or part thereof, had been omitted, unless otherwise ordered by the court.

MAINE POLLUTANT DISCHARGE ELIMINATION SYSTEM PERMIT

AND

MAINE WASTE DISCHARGE LICENSE

FACT SHEET

Date: October 10, 2013

PERMIT NUMBER: ME0036927
LICENSE NUMBER: W009002-5S-B-R

NAME AND ADDRESS OF APPLICANT:

PINELAND FARMS NATURAL MEATS INC.
60 Campus Drive, Suite 115
New Gloucester, Maine 04260

COUNTY: Aroostook County

NAME AND ADDRESS WHERE DISCHARGE OCCURS:

252 Murphy Road
P.O. 464
Fort Fairfield, Maine

RECEIVING WATER/CLASSIFICATION: Ground Water/Class GW-A

COGNIZANT OFFICIAL AND TELEPHONE NUMBER: Mr. Troy McCrum
Feed Lot Manager
(207) 472-3263
e-mail: tmccrum@pfnmeats.com

1. APPLICATION SUMMARY

- a. Application: Pineland Farms Natural Meats Inc. (PFNM/permittee hereinafter) has filed a timely application with the Department to renew combination Maine Pollutant Discharge Elimination System (MEPDES) permit ME0036927 and Maine Waste Discharge License (WDL) W009002-5S-A-N, (permit hereinafter) last issued by the Department on May 21, 2007, for a five year term. See **Attachment A** of this Fact Sheet for a location map. The permittee is required to manage the facility such that there is no discharge of process waste waters to surface waters at precipitation events that are less than a 24-hour, 25-year storm event.

1. APPLICATION SUMMARY (cont'd)

- b. Source description: The permittee currently has the capacity to house approximately 2,400 head of beef cattle (animals hereinafter) within four barns and open pen areas. Operations also utilize an open bin shed and four metal silos to store feed and bedding materials from the elements.

Typical pen configurations house 140 animal units per pen. Each pen is constructed with an elevated bedding mound made from appropriate bedding material to provide a dry resting area. Pens are monitored daily and additional bedding material is applied as needed utilizing a skid steer/ front end loader. Currently PFNM utilizes sawdust and straw bedding material from local vendors for animal waste management.

An open pen area is located south of the pole barn within an impervious paved area. Drainage from the open pens is conveyed to existing catch basins and piped into a 10,000 gallon steel underground storage tank. PFNM monitors the storage tank and pumps the tank as needed.

A larger open pen area, added in 2010, is located south of the access road on impervious pad. Seven open pens are configured to hold 115 animals each. PFNM has added a containment structure and apron on the eastern (downhill) end of these open pens to aid manure removal.

Pens are typically cleaned on a weekly schedule and the waste is transported by dump truck to an offsite composting facility located at the Loring Development Authority in Limestone. Wet loads are taken to an approved stacking area where they are stored until dry enough to transport. Waste characteristics are described within the Nutrient Management Plan. Manure waste consistencies are typically in the solid state due to the ratio of bedding material used.

Some manure is stored in the approved stacking areas and land spread on-site in accordance with the approved Nutrient Management Plan. The current Nutrient Management Plan estimates that 2400 animal units will generate 90,844 cubic yards of manure annually. The stacking area is also used for animal mortality composting.

The PFNM facility was originally permitted by MDEP and developed by the Town of Fort Fairfield as an Industrial Waste Storage Site and Compost Facility. The facility was licensed under current site laws and given a State of Maine, Site Location of Development ("Site Law") license number L-13822-29-A-N.

Buildings and facility infrastructure are located in the southwest corner of the property. Topography shows the southwest portion of the property to be the upper reaches with drainage being conveyed in a northeasterly direction with slopes varying between 3%-6%. Storm water runoff from the buildings and gravel access roads sheet flows over grassed areas before converging to channel flow in a grassed open drainage ditch located east of the primary animal housing area. Runoff is then conveyed in a northeasterly direction to a wooded area located along the westerly boundary of the site.

1. APPLICATION SUMMARY (cont'd)

In the summer of 2013 PFNM retained B. R. Smith Associates, Inc. (BRSA) to design additional site features to be incorporated into their current facility on the Murphy Road in Fort Fairfield, ME.

The goals of the project included providing additional outdoor pen space with mounds and scraping lanes, access roads, exterior lighting upgrades, additional rail fencing and gates, and storm water management items. The size of the outdoor pens and features are consistent with industry standards and consistent with the number of animals they are licensed to house at the facility. The mounds provide a resting area for the animals while the adjacent scraping lanes allow PFNM Staff space to remove animal waste. The fenced area for the pens is also consistent with industry standards and the number of animals on site. A new concrete apron has been designed for installation at the lower end of all pen areas. This pad will be positioned to intercept storm water flow and collect animal waste for transport as part of their waste management program.

The storm water design is intended to keep the clean storm water away from the outdoor pens via ditches, culverts, etc. The storm water that falls within the outdoor pens and supporting infrastructure is captured by ditches and directed to small depressed areas at culvert inlets. The flow then continues to level lip spreaders which are long rows of stone that intercept the flow and distribute it in a sheet flow pattern. The flow then continues down-gradient through grassed filter areas. The filter areas consist of a hearty grass/field cover for nutrient uptake. The design also incorporates additional ditches to direct the storm water runoff to a small pond on site for additional settling of solids that may be present. The flow then exits the pond and travels across more field and then through an established tree covered area. Overall, the project was designed to provide additional outdoor pen area and an improved method for storm water on site.

The open areas of the site are vegetated with typical grasses and utilized in the summer months for open cattle grazing. The southeast portion of the site has earthen bunkers, an abandoned lined lagoon, and a storm water drainage pond. The site was initially designed to prevent potential storm water runoff. The existing earthen bunkers were originally constructed with a collection drainage system, which is no longer operable. Drainage systems from the bunkers and site topography were designed to convey runoff from the site to the pond located east of the abandoned lagoon. The small pond has a PVC outlet pipe located on the south end of the pond which is the primary discharge point. Runoff from the pond is then conveyed in an easterly direction to a wooded area located along the easterly boundary before reaching the headwaters of Noyes Brook.

In accordance with the Natural Resource Conservation Service (NRCS), County Rainfall Data, a 25-year, 24-hour storm event would produce 4.2 inches of precipitation. Designs for modifications to the site have been done by either the NRCS or other professional engineering firms with this level of flow as a critical part of the design.

2. PERMIT SUMMARY

- a. Terms & conditions: This permitting action is requiring the permittee to develop and implement Best Management Practices (BMP's) to prevent discharges of process waste waters to waters of the State of Maine and implement an approved Nutrient Management Plan in accordance with Maine Department of Agriculture, Conservation and Forestry (DACF) regulation Chapter 565, *Nutrient Management Rules*, §6. It is noted the DACF issued a Livestock Operation Permit (LOP) pursuant to Maine law, 7 M.R.S.A., §4204 and §4205 respectively, on April 8, 2010.

- b. History: The most recent relevant permitting/license and regulatory events include:

April, 1997 – Maine law, 7 M.R.S.A., Chapter 747, *Nutrient Management Act* was enacted.

December 1998 – The Maine DACF adopted regulation Chapter 565, *Nutrient Management Rules*. It is noted the regulation was last amended on February 17, 2001.

June 8, 2000 – The Maine DEP and DACF entered into a Memorandum of Agreement entitled, *Coordination of the Maine Livestock Operating Permit Program and the Maine Pollutant Discharge Elimination System Permit Program in Regards to Concentrated Animal Feeding Operations*. The purpose of the agreement is intended to 1) establish a collaborative process between the DEP and DACF so as to better coordinate review of CAFO's, and 2) clarify the roles and responsibilities of the two agencies in regard to the permitting of CAFO's under DACF Livestock Operating Permit (LOP) program and DEP's MEPDES permit program.

January 12, 2001 - The State of Maine received authorization from the U.S. Environmental Protection Agency (EPA) to administer the National Pollutant Discharge Elimination System (NPDES) permitting program in Maine. From that date forward, the program has been referred to as the Maine Pollutant Discharge Elimination System (MEPDES) permitting program.

June 1, 2006 – The permittee developed a Nutrient Management Plan for their farm and the plan was written and approved by a certified Nutrient Management specialist. The plan was last updated by a certified Nutrient Management specialist on December 4, 2009.

2. PERMIT SUMMARY (cont'd)

May 21, 2007 – The Department issued MEPDES permit ME0036927 and Maine WDL W009002-5S-B-R for a five-year term.

April 8, 2010 – The DACF issued a LOP for the facility.

March 30, 2012 – Pineland Farms submitted a timely and complete application to the Department for the renewal of MEPDES permit ME0036927.

3. CONDITIONS OF PERMITS

Maine law, 38 M.R.S.A. Section 414-A, requires that the effluent limitations prescribed for discharges, including, but not limited to, effluent toxicity, require application of best practicable treatment (BPT), be consistent with the U.S. Clean Water Act, and ensure that the receiving waters attain the State water quality standards as described in Maine's Surface Water Classification System. In addition, 38 M.R.S.A., Section 420 and Department rule 06-096 CMR Chapter 530, *Surface Water Toxics Control Program*, require the regulation of toxic substances not to exceed levels set forth in Department rule 06-096 CMR Chapter 584, *Surface Water Quality Criteria for Toxic Pollutants*, and that ensure safe levels for the discharge of toxic pollutants such that existing and designated uses of surface waters are maintained and protected.

4. RECEIVING WATER QUALITY STANDARDS

Maine law, 38 M.R.S.A. § 464 §(15)(c)(1)(f) classifies the Aroostook River from Caribou to the International border in Fort Fairfield as a Class C waterway. Maine law, 38 M.R.S.A., §465-B(4) establishes the classification standards for Class C waters as follows:

- A. Class C waters must be of such quality that they are suitable for the designated uses of drinking water supply after treatment; fishing; agriculture; recreation in and on the water; industrial process and cooling water supply; hydroelectric power generation, except as prohibited under Title 12, section 403; navigation; and as a habitat for fish and other aquatic life.*
- B. The dissolved oxygen content of Class C water may be not less than 5 parts per million or 60% of saturation, whichever is higher, except that in identified salmonid spawning areas where water quality is sufficient to ensure spawning, egg incubation and survival of early life stages, that water quality sufficient for these purposes must be maintained. In order to provide additional protection for the growth of indigenous fish, the following standards apply.*
 - (1) The 30-day average dissolved oxygen criterion of a Class C water is 6.5 parts per million using a temperature of 22 degrees centigrade or the ambient temperature of the water body, whichever is less, if:*

4. WATER QUALITY STANDARDS (cont'd)

- (a) A license or water quality certificate other than a general permit was issued prior to March 16, 2004 for the Class C water and was not based on a 6.5 parts per million 30-day average dissolved oxygen criterion; or*
- (b) A discharge or a hydropower project was in existence on March 16, 2005 and required but did not have a license or water quality certificate other than a general permit for the Class C water. This criterion for the water body applies to licenses and water quality certificates issued on or after March 16, 2004.*
- (2) In Class C waters not governed by subparagraph (1), dissolved oxygen may not be less than 6.5 parts per million as a 30-day average based upon a temperature of 24 degrees centigrade or the ambient temperature of the water body, whichever is less. This criterion for the water body applies to licenses and water quality certificates issued on or after March 16, 2004. The department may negotiate and enter into agreements with licensees and water quality certificate holders in order to provide further protection for the growth of indigenous fish. Agreements entered into under this paragraph are enforceable as department orders according to the provisions of sections 347-A to 349.*

Between May 15th and September 30th, the number of Escherichia coli bacteria of human and domestic animal origin in Class C waters may not exceed a geometric mean of 126 per 100 milliliters or an instantaneous level of 236 per 100 milliliters. In determining human and domestic animal origin, the department shall assess licensed and unlicensed sources using available diagnostic procedures. The board shall adopt rules governing the procedure for designation of spawning areas. Those rules must include provision for periodic review of designated spawning areas and consultation with affected persons prior to designation of a stretch of water as a spawning area.

- C. Discharges to Class C waters may cause some changes to aquatic life, except that the receiving waters must be of sufficient quality to support all species of fish indigenous to the receiving waters and maintain the structure and function of the resident biological community. This paragraph does not apply to aquatic pesticide or chemical discharges approved by the department and conducted by the department, the Department of Inland Fisheries and Wildlife or an agent of either agency for the purpose of restoring biological communities affected by an invasive species.*

Maine law, 38 M.R.S.A § 467 §(c)(2)(a) classifies Noyes Brook as a Class B waterway. Maine law, 38 M.R.S.A., §465-B(3) establishes the classification standards for Class B waters as follows:

Class B waters must be of such quality that they are suitable for the designated uses of drinking water supply after treatment; fishing; agriculture; recreation in and on the water; industrial process and cooling water supply; hydroelectric power generation, except as prohibited under Title 12, section 403; navigation; and as habitat for fish and other aquatic life. The habitat must be characterized as unimpaired.

4. WATER QUALITY STANDARDS (cont'd)

The dissolved oxygen content of Class B waters may not be less than 7 parts per million or 75% of saturation, whichever is higher, except that for the period from October 1st to May 14th, in order to ensure spawning and egg incubation of indigenous fish species, the 7-day mean dissolved oxygen concentration may not be less than 9.5 parts per million and the 1-day minimum dissolved oxygen concentration may not be less than 8.0 parts per million in identified fish spawning areas. Between May 15th and September 30th, the number of

Escherichia coli bacteria of human and domestic animal origin in these waters may not exceed a geometric mean of 64 per 100 milliliters or an instantaneous level of 236 per 100 milliliters. In determining human and domestic animal origin, the department shall assess licensed and unlicensed sources using available diagnostic procedures.

Discharges to Class B waters may not cause adverse impact to aquatic life in that the receiving waters must be of sufficient quality to support all aquatic species indigenous to the receiving water without detrimental changes in the resident biological community.

The Department has made the determination that Noyes Brook has a drainage area of less than 10 square miles. Maine law 38 M.R.S.A., §464(4)(A)(1) states that the Department may not issue a water discharge license for a direct discharge of pollutants to waters having a drainage area of less than 10 square miles except that ; a) discharges into these waters that were licensed prior to January 1, 1986 are allowed to continue only until practical alternatives exist; and b) storm water discharges in compliance with state and local requirements are exempt from this subparagraph.

This permitting action does not authorize the permittee to discharge process waste waters directly to Noyes Brook under any circumstances. Special Condition B(1) of this permit prohibits any discharge of process wasters unless the discharge is associated with a precipitation event that exceeds a 25-year, 24-hour storm event.

5. RECEIVING WATER QUALITY CONDITIONS

A document entitled, The State of Maine, Department of Environmental Protection, 2010 Integrated Water Quality Monitoring and Assessment Report, published by the Department, pursuant to Section 305(b) of the Federal Water Pollution Control Act, does not contain any information that indicates the Aroostook River or Noyes Brook are not attaining the standards of its assigned classification.

6. APPLICABLE LAWS, RULES AND/OR REGULATIONS

- a. Pursuant to Section 502(14) of the federal Water Pollution Control Act (Clean Water Act), CAFO's are defined as point source dischargers.
- b. Maine law 38 M.R.S.A. §413 states that "No person may directly or indirectly discharge or have cause to be discharged any pollutant without first obtaining a license therefor from the Department."
- c. Maine DEP rule, Chapter 521, *Applications For Waste Discharge Licenses*, §6(a) states "Permit requirement. Concentrated animal feeding operations are point sources subject to the NPDES permit program. The Department will consult with the Department of Agriculture and all applications for concentrated animal feeding operations in order to consolidate permitting requirements where feasible." It is noted the rule references federal regulations found at 40 CFR Part 122.23 requiring CAFO's to obtain a federal NPDES permit. However, given that the USEPA has authorized the State of Maine to administer the NPDES permit program in Maine, MEPDES permits will be issued to CAFO's.

Maine DEP Chapter 521, §6(b)(3)-Appendix B establishes the criteria for determining a CAFO. The PFNM is categorically considered a CAFO as the facility will have at least 1,000 slaughter and feeder cattle by the end of calendar year 2007.

- d. Federal regulation 40 CFR Part 412 – *Feedlots Point Source Category*, establishes effluent limitations and guidelines representing best practicable control technology currently available (BPT) and best available technology economically achievable (BAT). BPT and BAT for CAFO's is no discharge of process waste water pollutants to navigable waters where process waste waters are defined as any process generated waste and any precipitation (rain or snow) which comes into contact with any manure, litter or bedding, or any other raw material or intermediate or final material or product used in or resulting from the production of animals or poultry or direct products (e.g. milk, eggs).
- e. Maine law, 7 M.R.S.A. §4204(H)(2) establishes the criteria for who must develop and implement a Nutrient Management Plan. CAFO's meet applicable criteria under this section. Maine DCF regulation Chapter 565, *Nutrient Management Rules*, §6(1) establishes the standards for Nutrient Management Plans required under Maine law, 7 M.R.S.A. §4204. Chapter 565, §6(2) requires Nutrient Management Plans to be updated at least once each year and must be approved by a certified nutrient management plan specialist at least every five years.
- f. Maine law, 7 M.R.S.A. §4205(A) requires CAFO's to obtain a Livestock Operating Permit (LOP). Maine DCF regulation Chapter 565, *Nutrient Management Rules*, §8(1)(a) requires the owner or operator of a CAFO to obtain a LOP or provisional LOP from the DCF.

7. GENERAL FACILITY INSPECTIONS AND MONITORING

The inspections, monitoring and recordkeeping required by this permitting action were developed based on guidance provided by the USEPA to promote consistency with nationwide permitting of CAFOs. In addition, the DEP consulted with the Maine DACF to develop inspections, monitoring and recordkeeping that would serve both agencies program requirements.

8. DISCHARGE IMPACT ON RECEIVING WATER QUALITY

As permitted, the Department has determined the existing water uses will be maintained and protected and the discharge will not cause or contribute to the failure of surface water bodies to meet the standards of their assigned classification.

9. PUBLIC COMMENTS

Public notice of this application was made in the Star Herald newspaper on or about March 28, 2012. The Department receives public comments on an application until the date a final agency action is taken on that application. Those persons receiving copies of draft permits shall have at least 30 days in which to submit comments on the draft or to request a public hearing, pursuant to Chapter 522 of the Department's rules.

10. DEPARTMENT CONTACTS

Additional information concerning this permitting action may be obtained from and written comments should be sent to:

Attn: Nutrient Management Program Manager
Maine Department of Agriculture, Conservation and Forestry
Division of Animal and Plant Health
28 State House Station
Augusta, Maine 04333-0028
Telephone: (207)-287-7608

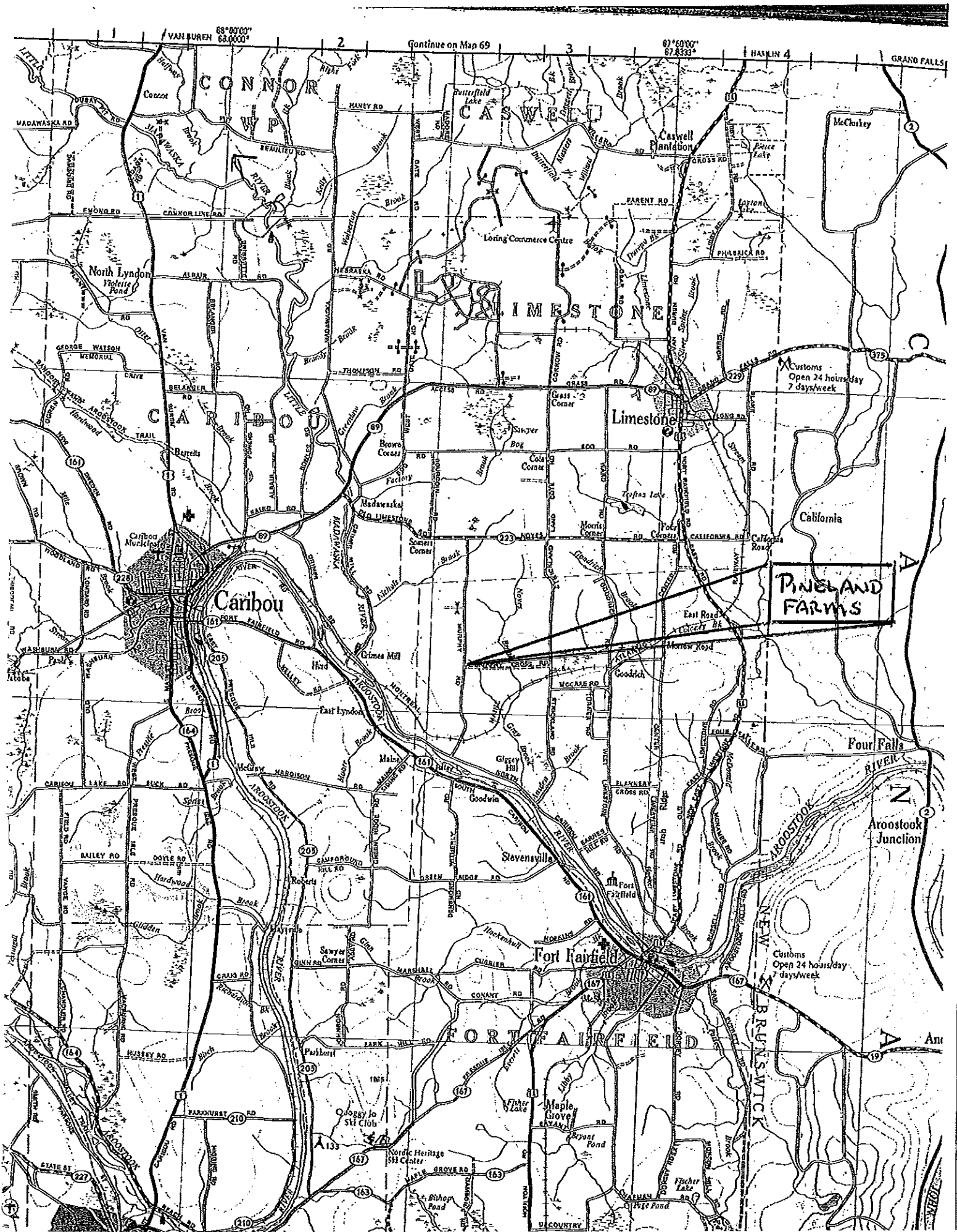
Attn: MEPDES Permitting Coordinator
Maine Department of Environmental Protection
Bureau of Land and Water Quality
Division of Water Quality Management
17 State House Station
Augusta, Maine 04333-0017

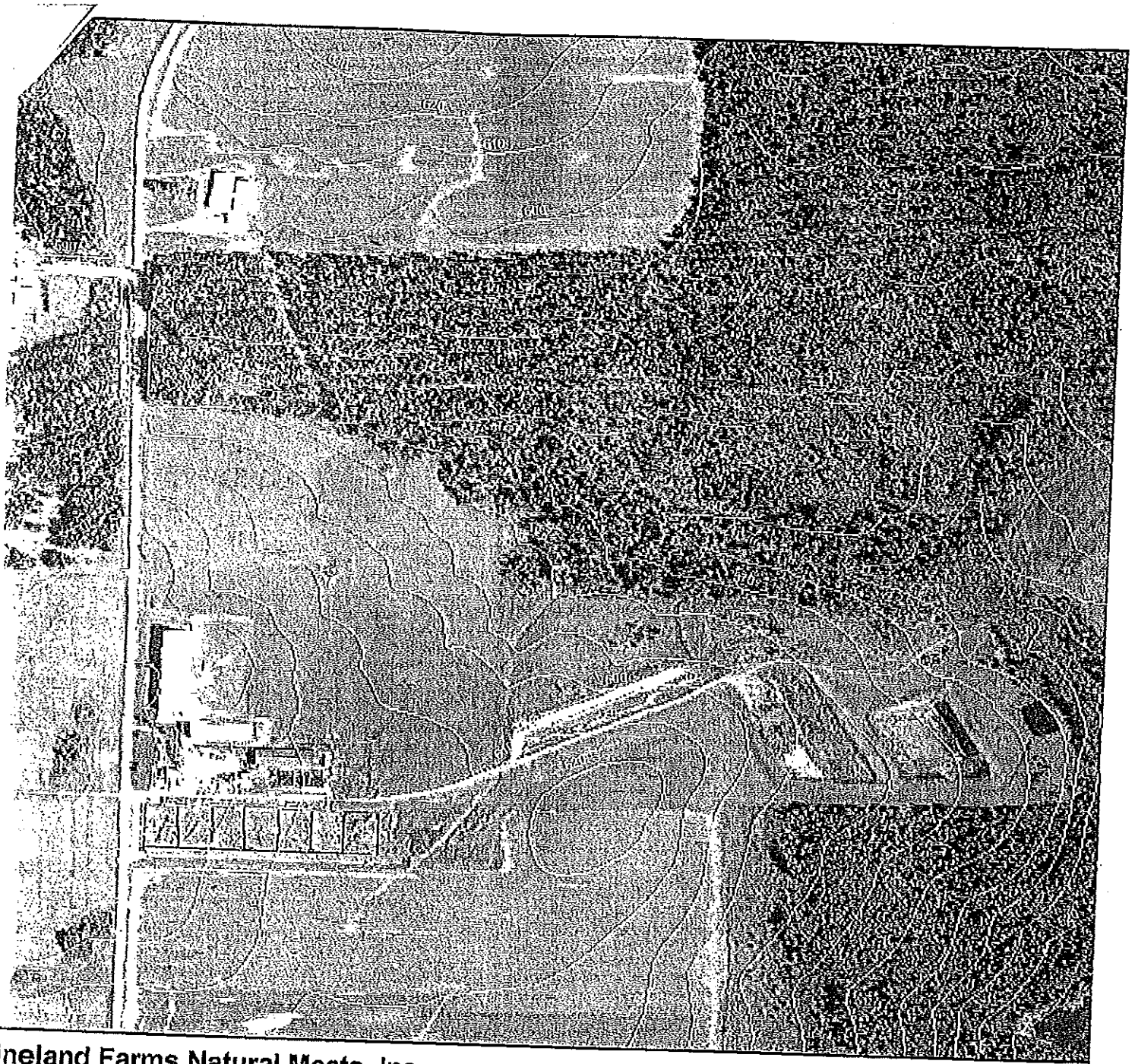
Telephone: (207) 287-3901

11. RESPONSE TO COMMENTS

During the period of October 10, 2013, through the issuance date of the permit/license, the Department solicited comments on the proposed draft permit/license to be issued for the discharge(s) from the permittee's facility. The Department did not receive comments from the permittee, state or federal agencies or interested parties that resulted in any substantive change(s) in the terms and conditions of the permit. Therefore, the Department has not prepared a Response to Comments.

ATTACHMENT A





Inland Farms Natural Meats, Inc.
2 Murphy Road
Fairfield, ME

1 inch = 700 feet
0 250 500 1,000 Feet

10' Contour Line
Perennial Stream
Intermittent Stream





Google earth

Image Date: 9/28/2013 45°51'25.44" N 67°53'45.41" W elev: 605 ft eye alt: 3629 ft

© 2013 Google

1996

Murphy Rd

MAINE POLLUTANT DISCHARGE ELIMINATION SYSTEM PERMIT
STANDARD CONDITIONS APPLICABLE TO ALL PERMITS

CONTENTS

SECTION	TOPIC	PAGE
A	GENERAL PROVISIONS	
1	General compliance	2
2	Other materials	2
3	Duty to Comply	2
4	Duty to provide information	2
5	Permit actions	2
6	Reopener clause	2
7	Oil and hazardous substances	2
8	Property rights	3
9	Confidentiality	3
10	Duty to reapply	3
11	Other laws	3
12	Inspection and entry	3
B	OPERATION AND MAINTENANCE OF FACILITIES	
1	General facility requirements	3
2	Proper operation and maintenance	4
3	Need to halt reduce not a defense	4
4	Duty to mitigate	4
5	Bypasses	4
6	Upsets	5
C	MONITORING AND RECORDS	
1	General requirements	6
2	Representative sampling	6
3	Monitoring and records	6
D	REPORTING REQUIREMENTS	
1	Reporting requirements	7
2	Signatory requirement	8
3	Availability of reports	8
4	Existing manufacturing, commercial, mining, and silvicultural dischargers	8
5	Publicly owned treatment works	9
E	OTHER PROVISIONS	
1	Emergency action - power failure	9
2	Spill prevention	10
3	Removed substances	10
4	Connection to municipal sewer	10
F	DEFINITIONS	10

MAINE POLLUTANT DISCHARGE ELIMINATION SYSTEM PERMIT

STANDARD CONDITIONS APPLICABLE TO ALL PERMITS

A. GENERAL PROVISIONS

1. **General compliance.** All discharges shall be consistent with the terms and conditions of this permit; any changes in production capacity or process modifications which result in changes in the quantity or the characteristics of the discharge must be authorized by an additional license or by modifications of this permit; it shall be a violation of the terms and conditions of this permit to discharge any pollutant not identified and authorized herein or to discharge in excess of the rates or quantities authorized herein or to violate any other conditions of this permit.

2. **Other materials.** Other materials ordinarily produced or used in the operation of this facility, which have been specifically identified in the application, may be discharged at the maximum frequency and maximum level identified in the application, provided:

(a) They are not

- (i) Designated as toxic or hazardous under the provisions of Sections 307 and 311, respectively, of the Federal Water Pollution Control Act; Title 38, Section 420, Maine Revised Statutes; or other applicable State Law; or
- (ii) Known to be hazardous or toxic by the licensee.

(b) The discharge of such materials will not violate applicable water quality standards.

3. **Duty to comply.** The permittee must comply with all conditions of this permit. Any permit noncompliance constitutes a violation of State law and the Clean Water Act and is grounds for enforcement action; for permit termination, revocation and reissuance, or modification; or denial of a permit renewal application.

- (a) The permittee shall comply with effluent standards or prohibitions established under section 307(a) of the Clean Water Act, and 38 MRSA, §420 or Chapter 530.5 for toxic pollutants within the time provided in the regulations that establish these standards or prohibitions, even if the permit has not yet been modified to incorporate the requirement.
- (b) Any person who violates any provision of the laws administered by the Department, including without limitation, a violation of the terms of any order, rule license, permit, approval or decision of the Board or Commissioner is subject to the penalties set forth in 38 MRSA, §349.

4. **Duty to provide information.** The permittee shall furnish to the Department, within a reasonable time, any information which the Department may request to determine whether cause exists for modifying, revoking and reissuing, or terminating this permit or to determine compliance with this permit. The permittee shall also furnish to the Department upon request, copies of records required to be kept by this permit.

5. **Permit actions.** This permit may be modified, revoked and reissued, or terminated for cause. The filing of a request by the permittee for a permit modification, revocation and reissuance, or termination, or a notification of planned changes or anticipated noncompliance does not stay any permit condition.

6. **Reopener clause.** The Department reserves the right to make appropriate revisions to this permit in order to establish any appropriate effluent limitations, schedule of compliance or other provisions which may be authorized under 38 MRSA, §414-A(5).

MAINE POLLUTANT DISCHARGE ELIMINATION SYSTEM PERMIT

STANDARD CONDITIONS APPLICABLE TO ALL PERMITS

7. Oil and hazardous substances. Nothing in this permit shall be construed to preclude the institution of any legal action or relieve the permittee from any responsibilities, liabilities or penalties to which the permittee is or may be subject under section 311 of the Federal Clean Water Act; section 106 of the Federal Comprehensive Environmental Response, Compensation and Liability Act of 1980; or 38 MRSA §§ 1301, et. seq.

8. Property rights. This permit does not convey any property rights of any sort, or any exclusive privilege.

9. Confidentiality of records. 38 MRSA §414(6) reads as follows. "Any records, reports or information obtained under this subchapter is available to the public, except that upon a showing satisfactory to the department by any person that any records, reports or information, or particular part or any record, report or information, other than the names and addresses of applicants, license applications, licenses, and effluent data, to which the department has access under this subchapter would, if made public, divulge methods or processes that are entitled to protection as trade secrets, these records, reports or information must be confidential and not available for public inspection or examination. Any records, reports or information may be disclosed to employees or authorized representatives of the State or the United States concerned with carrying out this subchapter or any applicable federal law, and to any party to a hearing held under this section on terms the commissioner may prescribe in order to protect these confidential records, reports and information, as long as this disclosure is material and relevant to any issue under consideration by the department."

10. Duty to reapply. If the permittee wishes to continue an activity regulated by this permit after the expiration date of this permit, the permittee must apply for and obtain a new permit.

11. Other laws. The issuance of this permit does not authorize any injury to persons or property or invasion of other property rights, nor does it relieve the permittee of its obligation to comply with other applicable Federal, State or local laws and regulations.

12. Inspection and entry. The permittee shall allow the Department, or an authorized representative (including an authorized contractor acting as a representative of the EPA Administrator), upon presentation of credentials and other documents as may be required by law, to:

- (a) Enter upon the permittee's premises where a regulated facility or activity is located or conducted, or where records must be kept under the conditions of this permit;
- (b) Have access to and copy, at reasonable times, any records that must be kept under the conditions of this permit;
- (c) Inspect at reasonable times any facilities, equipment (including monitoring and control equipment), practices, or operations regulated or required under this permit; and
- (d) Sample or monitor at reasonable times, for the purposes of assuring permit compliance or as otherwise authorized by the Clean Water Act, any substances or parameters at any location.

B. OPERATION AND MAINTENANCE OF FACILITIES

1. General facility requirements.

- (a) The permittee shall collect all waste flows designated by the Department as requiring treatment and discharge them into an approved waste treatment facility in such a manner as to

MAINE POLLUTANT DISCHARGE ELIMINATION SYSTEM PERMIT

STANDARD CONDITIONS APPLICABLE TO ALL PERMITS

maximize removal of pollutants unless authorization to the contrary is obtained from the Department.

- (b) The permittee shall at all times maintain in good working order and operate at maximum efficiency all waste water collection, treatment and/or control facilities.
- (c) All necessary waste treatment facilities will be installed and operational prior to the discharge of any wastewaters.
- (d) Final plans and specifications must be submitted to the Department for review prior to the construction or modification of any treatment facilities.
- (e) The permittee shall install flow measuring facilities of a design approved by the Department.
- (f) The permittee must provide an outfall of a design approved by the which is placed in the receiving waters in such a manner that maximize mixing and dispersion of the wastewaters will be achieved as rapidly as possible.

2. Proper operation and maintenance. The permittee shall at all times properly operate and maintain all facilities and systems of treatment and control (and related appurtenances) which are installed or used by the permittee to achieve compliance with the conditions of this permit. Proper operation and maintenance also includes adequate laboratory controls and appropriate quality assurance procedures. This provision requires the operation of back-up or auxiliary facilities or similar systems which are installed by a permittee only when the operation is necessary to achieve compliance with the conditions of the permit.

3. Need to halt or reduce activity not a defense. It shall not be a defense for a permittee in an enforcement action that it would have been necessary to halt or reduce the permitted activity in order to maintain compliance with the conditions of this permit.

4. Duty to mitigate. The permittee shall take all reasonable steps to minimize or prevent any discharge or sludge use or disposal in violation of this permit which has a reasonable likelihood of adversely affecting human health or the environment.

5. Bypasses.

(a) Definitions.

- (i) Bypass means the intentional diversion of waste streams from any portion of a treatment facility.
- (ii) Severe property damage means substantial physical damage to property, damage to the treatment facilities which causes them to become inoperable, or substantial and permanent loss of natural resources which can reasonably be expected to occur in the absence of a bypass. Severe property damage does not mean economic loss caused by delays in production.

- (b) Bypass not exceeding limitations. The permittee may allow any bypass to occur which does not cause effluent limitations to be exceeded, but only if it also is for essential maintenance to assure efficient operation. These bypasses are not subject to the provisions of paragraphs (c) and (d) of this section.

(c) Notice.

- (i) Anticipated bypass. If the permittee knows in advance of the need for a bypass, it shall submit prior notice, if possible at least ten days before the date of the bypass.

MAINE POLLUTANT DISCHARGE ELIMINATION SYSTEM PERMIT

STANDARD CONDITIONS APPLICABLE TO ALL PERMITS

(ii) Unanticipated bypass. The permittee shall submit notice of an unanticipated bypass as required in paragraph D(1)(f), below. (24-hour notice).

(d) Prohibition of bypass.

(i) Bypass is prohibited, and the Department may take enforcement action against a permittee for bypass, unless:

(A) Bypass was unavoidable to prevent loss of life, personal injury, or severe property damage;

(B) There were no feasible alternatives to the bypass, such as the use of auxiliary treatment facilities, retention of untreated wastes, or maintenance during normal periods of equipment downtime. This condition is not satisfied if adequate back-up equipment should have been installed in the exercise of reasonable engineering judgment to prevent a bypass which occurred during normal periods of equipment downtime or preventive maintenance; and

(C) The permittee submitted notices as required under paragraph (c) of this section.

(ii) The Department may approve an anticipated bypass, after considering its adverse effects, if the Department determines that it will meet the three conditions listed above in paragraph (d)(i) of this section.

6. Upsets.

(a) Definition. Upset means an exceptional incident in which there is unintentional and temporary noncompliance with technology based permit effluent limitations because of factors beyond the reasonable control of the permittee. An upset does not include noncompliance to the extent caused by operational error, improperly designed treatment facilities, inadequate treatment facilities, lack of preventive maintenance, or careless or improper operation.

(b) Effect of an upset. An upset constitutes an affirmative defense to an action brought for noncompliance with such technology based permit effluent limitations if the requirements of paragraph (c) of this section are met. No determination made during administrative review of claims that noncompliance was caused by upset, and before an action for noncompliance, is final administrative action subject to judicial review.

(c) Conditions necessary for a demonstration of upset. A permittee who wishes to establish the affirmative defense of upset shall demonstrate, through properly signed, contemporaneous operating logs, or other relevant evidence that:

(i) An upset occurred and that the permittee can identify the cause(s) of the upset;

(ii) The permitted facility was at the time being properly operated; and

(iii) The permittee submitted notice of the upset as required in paragraph D(1)(f), below. (24 hour notice).

(iv) The permittee complied with any remedial measures required under paragraph B(4).

(d) Burden of proof. In any enforcement proceeding the permittee seeking to establish the occurrence of an upset has the burden of proof.

MAINE POLLUTANT DISCHARGE ELIMINATION SYSTEM PERMIT

STANDARD CONDITIONS APPLICABLE TO ALL PERMITS

C. MONITORING AND RECORDS

1. General Requirements. This permit shall be subject to such monitoring requirements as may be reasonably required by the Department including the installation, use and maintenance of monitoring equipment or methods (including, where appropriate, biological monitoring methods). The permittee shall provide the Department with periodic reports on the proper Department reporting form of monitoring results obtained pursuant to the monitoring requirements contained herein.

2. Representative sampling. Samples and measurements taken as required herein shall be representative of the volume and nature of the monitored discharge. If effluent limitations are based wholly or partially on quantities of a product processed, the permittee shall ensure samples are representative of times when production is taking place. Where discharge monitoring is required when production is less than 50%, the resulting data shall be reported as a daily measurement but not included in computation of averages, unless specifically authorized by the Department.

3. Monitoring and records.

- (a) Samples and measurements taken for the purpose of monitoring shall be representative of the monitored activity.
- (b) Except for records of monitoring information required by this permit related to the permittee's sewage sludge use and disposal activities, which shall be retained for a period of at least five years, the permittee shall retain records of all monitoring information, including all calibration and maintenance records and all original strip chart recordings for continuous monitoring instrumentation, copies of all reports required by this permit, and records of all data used to complete the application for this permit, for a period of at least 3 years from the date of the sample, measurement, report or application. This period may be extended by request of the Department at any time.
- (c) Records of monitoring information shall include:
 - (i) The date, exact place, and time of sampling or measurements;
 - (ii) The individual(s) who performed the sampling or measurements;
 - (iii) The date(s) analyses were performed;
 - (iv) The individual(s) who performed the analyses;
 - (v) The analytical techniques or methods used; and
 - (vi) The results of such analyses.
- (d) Monitoring results must be conducted according to test procedures approved under 40 CFR part 136, unless other test procedures have been specified in the permit.
- (e) State law provides that any person who tampers with or renders inaccurate any monitoring devices or method required by any provision of law, or any order, rule license, permit approval or decision is subject to the penalties set forth in 38 MRSA, §349.

MAINE POLLUTANT DISCHARGE ELIMINATION SYSTEM PERMIT

STANDARD CONDITIONS APPLICABLE TO ALL PERMITS

D. REPORTING REQUIREMENTS

1. Reporting requirements.

- (a) Planned changes. The permittee shall give notice to the Department as soon as possible of any planned physical alterations or additions to the permitted facility. Notice is required only when:
 - (i) The alteration or addition to a permitted facility may meet one of the criteria for determining whether a facility is a new source in 40 CFR 122.29(b); or
 - (ii) The alteration or addition could significantly change the nature or increase the quantity of pollutants discharged. This notification applies to pollutants which are subject neither to effluent limitations in the permit, nor to notification requirements under Section D(4).
 - (iii) The alteration or addition results in a significant change in the permittee's sludge use or disposal practices, and such alteration, addition, or change may justify the application of permit conditions that are different from or absent in the existing permit, including notification of additional use or disposal sites not reported during the permit application process or not reported pursuant to an approved land application plan;
- (b) Anticipated noncompliance. The permittee shall give advance notice to the Department of any planned changes in the permitted facility or activity which may result in noncompliance with permit requirements.
- (c) Transfers. This permit is not transferable to any person except upon application to and approval of the Department pursuant to 38 MRSA, § 344 and Chapters 2 and 522.
- (d) Monitoring reports. Monitoring results shall be reported at the intervals specified elsewhere in this permit.
 - (i) Monitoring results must be reported on a Discharge Monitoring Report (DMR) or forms provided or specified by the Department for reporting results of monitoring of sludge use or disposal practices.
 - (ii) If the permittee monitors any pollutant more frequently than required by the permit using test procedures approved under 40 CFR part 136 or as specified in the permit, the results of this monitoring shall be included in the calculation and reporting of the data submitted in the DMR or sludge reporting form specified by the Department.
 - (iii) Calculations for all limitations which require averaging of measurements shall utilize an arithmetic mean unless otherwise specified by the Department in the permit.
- (e) Compliance schedules. Reports of compliance or noncompliance with, or any progress reports on, interim and final requirements contained in any compliance schedule of this permit shall be submitted no later than 14 days following each schedule date.
- (f) Twenty-four hour reporting.
 - (i) The permittee shall report any noncompliance which may endanger health or the environment. Any information shall be provided orally within 24 hours from the time the permittee becomes aware of the circumstances. A written submission shall also be provided within 5 days of the time the permittee becomes aware of the circumstances. The written submission shall contain a description of the noncompliance and its cause; the period of noncompliance, including exact dates and times, and if the noncompliance

MAINE POLLUTANT DISCHARGE ELIMINATION SYSTEM PERMIT

STANDARD CONDITIONS APPLICABLE TO ALL PERMITS

has not been corrected, the anticipated time it is expected to continue; and steps taken or planned to reduce, eliminate, and prevent reoccurrence of the noncompliance.

(ii) The following shall be included as information which must be reported within 24 hours under this paragraph.

(A) Any unanticipated bypass which exceeds any effluent limitation in the permit.

(B) Any upset which exceeds any effluent limitation in the permit.

(C) Violation of a maximum daily discharge limitation for any of the pollutants listed by the Department in the permit to be reported within 24 hours.

(iii) The Department may waive the written report on a case-by-case basis for reports under paragraph (f)(ii) of this section if the oral report has been received within 24 hours.

(g) Other noncompliance. The permittee shall report all instances of noncompliance not reported under paragraphs (d), (e), and (f) of this section, at the time monitoring reports are submitted. The reports shall contain the information listed in paragraph (f) of this section.

(h) Other information. Where the permittee becomes aware that it failed to submit any relevant facts in a permit application, or submitted incorrect information in a permit application or in any report to the Department, it shall promptly submit such facts or information.

2. Signatory requirement. All applications, reports, or information submitted to the Department shall be signed and certified as required by Chapter 521, Section 5 of the Department's rules. State law provides that any person who knowingly makes any false statement, representation or certification in any application, record, report, plan or other document filed or required to be maintained by any order, rule, permit, approval or decision of the Board or Commissioner is subject to the penalties set forth in 38 MRSA, §349.

3. Availability of reports. Except for data determined to be confidential under A(9), above, all reports prepared in accordance with the terms of this permit shall be available for public inspection at the offices of the Department. As required by State law, effluent data shall not be considered confidential. Knowingly making any false statement on any such report may result in the imposition of criminal sanctions as provided by law.

4. Existing manufacturing, commercial, mining, and silvicultural dischargers. In addition to the reporting requirements under this Section, all existing manufacturing, commercial, mining, and silvicultural dischargers must notify the Department as soon as they know or have reason to believe:

(a) That any activity has occurred or will occur which would result in the discharge, on a routine or frequent basis, of any toxic pollutant which is not limited in the permit, if that discharge will exceed the highest of the following "notification levels":

(i) One hundred micrograms per liter (100 ug/l);

(ii) Two hundred micrograms per liter (200 ug/l) for acrolein and acrylonitrile; five hundred micrograms per liter (500 ug/l) for 2,4-dinitrophenol and for 2-methyl-4,6-dinitrophenol; and one milligram per liter (1 mg/l) for antimony;

(iii) Five (5) times the maximum concentration value reported for that pollutant in the permit application in accordance with Chapter 521 Section 4(g)(7); or

(iv) The level established by the Department in accordance with Chapter 523 Section 5(f).

MAINE POLLUTANT DISCHARGE ELIMINATION SYSTEM PERMIT

STANDARD CONDITIONS APPLICABLE TO ALL PERMITS

- (b) That any activity has occurred or will occur which would result in any discharge, on a non-routine or infrequent basis, of a toxic pollutant which is not limited in the permit, if that discharge will exceed the highest of the following "notification levels":
- (i) Five hundred micrograms per liter (500 ug/l);
 - (ii) One milligram per liter (1 mg/l) for antimony;
 - (iii) Ten (10) times the maximum concentration value reported for that pollutant in the permit application in accordance with Chapter 521 Section 4(g)(7); or
 - (iv) The level established by the Department in accordance with Chapter 523 Section 5(f).

5. Publicly owned treatment works.

- (a) All POTWs must provide adequate notice to the Department of the following:
- (i) Any new introduction of pollutants into the POTW from an indirect discharger which would be subject to section 301 or 306 of CWA or Chapter 528 if it were directly discharging those pollutants.
 - (ii) Any substantial change in the volume or character of pollutants being introduced into that POTW by a source introducing pollutants into the POTW at the time of issuance of the permit.
 - (iii) For purposes of this paragraph, adequate notice shall include information on (A) the quality and quantity of effluent introduced into the POTW, and (B) any anticipated impact of the change on the quantity or quality of effluent to be discharged from the POTW.
- (b) When the effluent discharged by a POTW for a period of three consecutive months exceeds 80 percent of the permitted flow, the permittee shall submit to the Department a projection of loadings up to the time when the design capacity of the treatment facility will be reached, and a program for maintaining satisfactory treatment levels consistent with approved water quality management plans.

E. OTHER REQUIREMENTS

1. Emergency action - power failure. Within thirty days after the effective date of this permit, the permittee shall notify the Department of facilities and plans to be used in the event the primary source of power to its wastewater pumping and treatment facilities fails as follows.

- (a) For municipal sources. During power failure, all wastewaters which are normally treated shall receive a minimum of primary treatment and disinfection. Unless otherwise approved, alternate power supplies shall be provided for pumping stations and treatment facilities. Alternate power supplies shall be on-site generating units or an outside power source which is separate and independent from sources used for normal operation of the wastewater facilities.
- (b) For industrial and commercial sources. The permittee shall either maintain an alternative power source sufficient to operate the wastewater pumping and treatment facilities or halt, reduce or otherwise control production and or all discharges upon reduction or loss of power to the wastewater pumping or treatment facilities.

MAINE POLLUTANT DISCHARGE ELIMINATION SYSTEM PERMIT

STANDARD CONDITIONS APPLICABLE TO ALL PERMITS

2. Spill prevention. (applicable only to industrial sources) Within six months of the effective date of this permit, the permittee shall submit to the Department for review and approval, with or without conditions, a spill prevention plan. The plan shall delineate methods and measures to be taken to prevent and or contain any spills of pulp, chemicals, oils or other contaminants and shall specify means of disposal and or treatment to be used.

3. Removed substances. Solids, sludges trash rack cleanings, filter backwash, or other pollutants removed from or resulting from the treatment or control of waste waters shall be disposed of in a manner approved by the Department.

4. Connection to municipal sewer. (applicable only to industrial and commercial sources) All wastewaters designated by the Department as treatable in a municipal treatment system will be cosigned to that system when it is available. This permit will expire 90 days after the municipal treatment facility becomes available, unless this time is extended by the Department in writing.

F. DEFINITIONS. For the purposes of this permit, the following definitions shall apply. Other definitions applicable to this permit may be found in Chapters 520 through 529 of the Department's rules

Average means the arithmetic mean of values taken at the frequency required for each parameter over the specified period. For bacteria, the average shall be the geometric mean.

Average monthly discharge limitation means the highest allowable average of daily discharges over a calendar month, calculated as the sum of all daily discharges measured during a calendar month divided by the number of daily discharges measured during that month. Except, however, bacteriological tests may be calculated as a geometric mean.

Average weekly discharge limitation means the highest allowable average of daily discharges over a calendar week, calculated as the sum of all daily discharges measured during a calendar week divided by the number of daily discharges measured during that week.

Best management practices ("BMPs") means schedules of activities, prohibitions of practices, maintenance procedures, and other management practices to prevent or reduce the pollution of waters of the State. BMPs also include treatment requirements, operating procedures, and practices to control plant site runoff, spillage or leaks, sludge or waste disposal, or drainage from raw material storage.

Composite sample means a sample consisting of a minimum of eight grab samples collected at equal intervals during a 24 hour period (or a lesser period as specified in the section on monitoring and reporting) and combined proportional to the flow over that same time period.

Continuous discharge means a discharge which occurs without interruption throughout the operating hours of the facility, except for infrequent shutdowns for maintenance, process changes, or other similar activities.

Daily discharge means the discharge of a pollutant measured during a calendar day or any 24-hour period that reasonably represents the calendar day for purposes of sampling. For pollutants with limitations expressed in units of mass, the daily discharge is calculated as the total mass of the pollutant discharged over the day. For pollutants with limitations expressed in other units of measurement, the daily discharge is calculated as the average measurement of the pollutant over the day.

MAINE POLLUTANT DISCHARGE ELIMINATION SYSTEM PERMIT

STANDARD CONDITIONS APPLICABLE TO ALL PERMITS

Point source means any discernible, confined and discrete conveyance, including, but not limited to, any pipe, ditch, channel, tunnel, conduit, well, discrete fissure, container, rolling stock, concentrated animal feeding operation or vessel or other floating craft, from which pollutants are or may be discharged.

Pollutant means dredged spoil, solid waste, junk, incinerator residue, sewage, refuse, effluent, garbage, sewage sludge, munitions, chemicals, biological or radiological materials, oil, petroleum products or byproducts, heat, wrecked or discarded equipment, rock, sand, dirt and industrial, municipal, domestic, commercial or agricultural wastes of any kind.

Process wastewater means any water which, during manufacturing or processing, comes into direct contact with or results from the production or use of any raw material, intermediate product, finished product, byproduct, or waste product.

Publicly owned treatment works ("POTW") means any facility for the treatment of pollutants owned by the State or any political subdivision thereof, any municipality, district, quasi-municipal corporation or other public entity.

Septage means, for the purposes of this permit, any waste, refuse, effluent sludge or other material removed from a septic tank, cesspool, vault privy or similar source which concentrates wastes or to which chemicals have been added. Septage does not include wastes from a holding tank.

Time weighted composite means a composite sample consisting of a mixture of equal volume aliquots collected over a constant time interval.

Toxic pollutant includes any pollutant listed as toxic under section 307(a)(1) or, in the case of sludge use or disposal practices, any pollutant identified in regulations implementing section 405(d) of the CWA. Toxic pollutant also includes those substances or combination of substances, including disease causing agents, which after discharge or upon exposure, ingestion, inhalation or assimilation into any organism, including humans either directly through the environment or indirectly through ingestion through food chains, will, on the basis of information available to the board either alone or in combination with other substances already in the receiving waters or the discharge, cause death, disease, abnormalities, cancer, genetic mutations, physiological malfunctions, including malfunctions in reproduction, or physical deformations in such organism or their offspring.

Wetlands means those areas that are inundated or saturated by surface or ground water at a frequency and duration sufficient to support, and that under normal circumstances do support, a prevalence of vegetation typically adapted for life in saturated soil conditions. Wetlands generally include swamps, marshes, bogs, and similar areas.

Whole effluent toxicity means the aggregate toxic effect of an effluent measured directly by a toxicity test.



DEP INFORMATION SHEET

Appealing a Department Licensing Decision

Dated: March 2012

Contact: (207) 287-2811

SUMMARY

There are two methods available to an aggrieved person seeking to appeal a licensing decision made by the Department of Environmental Protection's ("DEP") Commissioner: (1) in an administrative process before the Board of Environmental Protection ("Board"); or (2) in a judicial process before Maine's Superior Court. An aggrieved person seeking review of a licensing decision over which the Board had original jurisdiction may seek judicial review in Maine's Superior Court.

A judicial appeal of final action by the Commissioner or the Board regarding an application for an expedited wind energy development (35-A M.R.S.A. § 3451(4)) or a general permit for an offshore wind energy demonstration project (38 M.R.S.A. § 480-HH(1)) or a general permit for a tidal energy demonstration project (38 M.R.S.A. § 636-A) must be taken to the Supreme Judicial Court sitting as the Law Court.

This INFORMATION SHEET, in conjunction with a review of the statutory and regulatory provisions referred to herein, can help a person to understand his or her rights and obligations in filing an administrative or judicial appeal.

I. ADMINISTRATIVE APPEALS TO THE BOARD

LEGAL REFERENCES

The laws concerning the DEP's *Organization and Powers*, 38 M.R.S.A. §§ 341-D(4) & 346, the *Maine Administrative Procedure Act*, 5 M.R.S.A. § 11001, and the DEP's *Rules Concerning the Processing of Applications and Other Administrative Matters* ("Chapter 2"), 06-096 CMR 2 (April 1, 2003).

HOW LONG YOU HAVE TO SUBMIT AN APPEAL TO THE BOARD

The Board must receive a written appeal within 30 days of the date on which the Commissioner's decision was filed with the Board. Appeals filed after 30 calendar days of the date on which the Commissioner's decision was filed with the Board will be rejected.

HOW TO SUBMIT AN APPEAL TO THE BOARD

Signed original appeal documents must be sent to: Chair, Board of Environmental Protection, c/o Department of Environmental Protection, 17 State House Station, Augusta, ME 04333-0017; faxes are acceptable for purposes of meeting the deadline when followed by the Board's receipt of mailed original documents within five (5) working days. Receipt on a particular day must be by 5:00 PM at DEP's offices in Augusta; materials received after 5:00 PM are not considered received until the following day. The person appealing a licensing decision must also send the DEP's Commissioner a copy of the appeal documents and if the person appealing is not the applicant in the license proceeding at issue the applicant must also be sent a copy of the appeal documents. All of the information listed in the next section must be submitted at the time the appeal is filed. Only the extraordinary circumstances described at the end of that section will justify evidence not in the DEP's record at the time of decision being added to the record for consideration by the Board as part of an appeal.

WHAT YOUR APPEAL PAPERWORK MUST CONTAIN

Appeal materials must contain the following information at the time submitted:

1. *Aggrieved Status.* The appeal must explain how the person filing the appeal has standing to maintain an appeal. This requires an explanation of how the person filing the appeal may suffer a particularized injury as a result of the Commissioner's decision.
2. *The findings, conclusions or conditions objected to or believed to be in error.* Specific references and facts regarding the appellant's issues with the decision must be provided in the notice of appeal.
3. *The basis of the objections or challenge.* If possible, specific regulations, statutes or other facts should be referenced. This may include citing omissions of relevant requirements, and errors believed to have been made in interpretations, conclusions, and relevant requirements.
4. *The remedy sought.* This can range from reversal of the Commissioner's decision on the license or permit to changes in specific permit conditions.
5. *All the matters to be contested.* The Board will limit its consideration to those arguments specifically raised in the written notice of appeal.
6. *Request for hearing.* The Board will hear presentations on appeals at its regularly scheduled meetings, unless a public hearing on the appeal is requested and granted. A request for public hearing on an appeal must be filed as part of the notice of appeal.
7. *New or additional evidence to be offered.* The Board may allow new or additional evidence, referred to as supplemental evidence, to be considered by the Board in an appeal only when the evidence is relevant and material and that the person seeking to add information to the record can show due diligence in bringing the evidence to the DEP's attention at the earliest possible time in the licensing process or that the evidence itself is newly discovered and could not have been presented earlier in the process. Specific requirements for additional evidence are found in Chapter 2.

OTHER CONSIDERATIONS IN APPEALING A DECISION TO THE BOARD

1. *Be familiar with all relevant material in the DEP record.* A license application file is public information, subject to any applicable statutory exceptions, made easily accessible by DEP. Upon request, the DEP will make the material available during normal working hours, provide space to review the file, and provide opportunity for photocopying materials. There is a charge for copies or copying services.
2. *Be familiar with the regulations and laws under which the application was processed, and the procedural rules governing your appeal.* DEP staff will provide this information on request and answer questions regarding applicable requirements.
3. *The filing of an appeal does not operate as a stay to any decision.* If a license has been granted and it has been appealed the license normally remains in effect pending the processing of the appeal. A license holder may proceed with a project pending the outcome of an appeal but the license holder runs the risk of the decision being reversed or modified as a result of the appeal.

WHAT TO EXPECT ONCE YOU FILE A TIMELY APPEAL WITH THE BOARD

The Board will formally acknowledge receipt of an appeal, including the name of the DEP project manager assigned to the specific appeal. The notice of appeal, any materials accepted by the Board Chair as supplementary evidence, and any materials submitted in response to the appeal will be sent to Board members with a recommendation from DEP staff. Persons filing appeals and interested persons are notified in advance of the date set for Board consideration of an appeal or request for public hearing. With or without holding a public hearing, the Board may affirm, amend, or reverse a Commissioner decision or remand the matter to the Commissioner for further proceedings. The Board will notify the appellant, a license holder, and interested persons of its decision.

II. JUDICIAL APPEALS

Maine law generally allows aggrieved persons to appeal final Commissioner or Board licensing decisions to Maine's Superior Court, see 38 M.R.S.A. § 346(1); 06-096 CMR 2; 5 M.R.S.A. § 11001; & M.R. Civ. P. 80C. A party's appeal must be filed with the Superior Court within 30 days of receipt of notice of the Board's or the Commissioner's decision. For any other person, an appeal must be filed within 40 days of the date the decision was rendered. Failure to file a timely appeal will result in the Board's or the Commissioner's decision becoming final.

An appeal to court of a license decision regarding an expedited wind energy development, a general permit for an offshore wind energy demonstration project, or a general permit for a tidal energy demonstration project may only be taken directly to the Maine Supreme Judicial Court. See 38 M.R.S.A. § 346(4).

Maine's Administrative Procedure Act, DEP statutes governing a particular matter, and the Maine Rules of Civil Procedure must be consulted for the substantive and procedural details applicable to judicial appeals.

ADDITIONAL INFORMATION

If you have questions or need additional information on the appeal process, for administrative appeals contact the Board's Executive Analyst at (207) 287-2452 or for judicial appeals contact the court clerk's office in which your appeal will be filed.

Note: The DEP provides this INFORMATION SHEET for general guidance only; it is not intended for use as a legal reference. Maine law governs an appellant's rights.
