

6. Time limit: A permit is required for installation of a subsurface waste water disposal system or components thereof. A permit is valid for work commenced within 24 months after the permit is issued. (See: 30-A M.R.S.. § 4215).
7. Departures from the design: Departures from design criteria of a disposal area must be approved and signed by the site evaluator or professional engineer and the LPI. Such changes must meet or exceed the minimum requirements of these Rules.
8. Posting. A subsurface disposal system permit notice, on a form specified by the Department, or one containing the same information, shall be posted conspicuously in a place on the building or other location on the subject property that is visible from the street. The permit notice shall remain posted until the construction or permitted activity is completed and final inspection has occurred.

**C. FEES**

1. General: A disposal system permit to begin work for new construction or alteration must not be issued until the prescribed disposal system permit fee has been paid. Reference: 30-A M.R.S. § 4211.
2. Fee schedule: Minimum disposal system permit fees assessed by municipalities are listed in Table 3A. Pursuant to 30-A M.R.S. § 4215(4), municipalities retain 75 percent of those minimum permit fees and must forward the remaining 25 percent to the Department. Review fees, assessed by the Department, are listed in Table 3B. Note: Municipalities may assess additional permit fees, above those listed in Table 3A, if authorized to do so by local ordinance, along with any monetary penalties assessed, pursuant to 30-A M.R.S. §4452(3). The entire additional permit and any penalty fees are retained by the municipality.

**TABLE 3A  
MUNICIPAL AND LUPC TERRITORIES PERMIT FEE SCHEDULE**  
(Fees to be paid to the municipality/LPI)

<b>Permits for complete disposal system and variance</b>	
Engineered system	\$200.00
Non-engineered system	\$250.00
Primitive system (includes one alternative toilet)	\$100.00
Separate grey waste disposal field	\$35.00
Seasonal conversion permit	\$50.00
First-Time System Variance	\$20.00

<b>Permits for separate parts of disposal system</b>	
Alternative toilet (only)	\$50.00
Disposal field only (engineered system)	\$150.00
Disposal field only (non-engineered)	\$150.00
Treatment tank only (non-engineered)	\$150.00
Treatment tank (engineered system)	\$80.00
Holding tank	\$100.00
Other components (complete pump station, piping, other)	\$30.00

- (a) Late permit fee: A person who starts construction without first obtaining a disposal system permit must pay double the permit fee indicated in Table 3(A).
- (b) Additional inspection fee: Inspections and fees, in addition to those mandated by these Rules, may be required by the LPI, through adoption of a local ordinance. Additional inspections may also be required by the LPI when work is found to be incomplete at a prearranged inspection, when work is found to be unsatisfactory, or when access cannot be obtained at a prearranged date and time. In such

cases, additional inspection fees may be assessed by the municipality, with the entire additional fees being retained by the municipality.

**TABLE 3B**  
**DEPARTMENT REVIEW FEE SCHEDULE**  
(Fees to be paid directly to the Department)

Engineered system review	\$100.00
Minimum lot request review fee	\$50.00
Multi-user review fee	\$100.00
Licensed Establishment Review	\$20.00
Microfilm Record Search	\$15.00

#### **D. MUNICIPAL RECORDS**

1. Required: The municipality must keep official records of applications for disposal system permits received, disposal system permits and certificates issued, fees collected, reports of inspections, and notices of violation and correction orders issued.
2. Record retention: The disposal system permit and associated records must be maintained until such time as the realty improvement served by the proposed or existing system is removed or connected to a public sewer.
3. Record availability: These records must be available upon request for inspection by personnel of the Department and the public.
4. Associated records: The municipality must also maintain and keep on file copies of the following documents:
  - (a) Applications: Applications for disposal system permits and plans and specifications for the construction, installation or alteration of systems, including all forms and data submitted by the applicant;
  - (b) Modifications: Modifications to plans or applications made subsequent to the issuance of a disposal system permit to construct, install, or alter systems;
  - (c) Inspections: Reports of construction inspections made prior to issuance of a certificate of approval for a system;
  - (d) Certificates of approval (HHE-238): Certificates of approval completed for inspections of systems; and
  - (e) Malfunctioning systems: Inspection reports, plans, and specifications for repair or alteration of malfunctioning systems or components of malfunctioning systems.

#### **E. LOCAL ORDINANCE**

1. General: The municipality may adopt local ordinances, pursuant to its home rule authority as provided by 30-A M.R.S. § 4211.
2. Definition: For the purpose of these Rules, the term “local ordinance” means any municipal ordinance that is more restrictive than any provision in these Rules.
3. No less stringent: The municipality shall not adopt an ordinance that is less stringent than these Rules.
4. Notification: In order for the Department to keep track of local requirements that may differ from the minimum requirements contained herein, any municipality that adopts a local ordinance must send a copy of the locally approved ordinance to the Department.