



19 MARINA CONSTRUCTION AND OPERATING PERMIT INFORMATION (See Sample Drawing 21)

- Marinas located on one of the Great Lakes, including Lake St. Clair, may be required to secure leases or conveyances from the state of Michigan to place structures on the bottomlands.
• Enclose a copy on any current pump-out agreement with another marina facility.
• Attach a copy of the property legal description or a property boundary survey report to your application.
• Some projects on the Great Lakes require an application for conveyance prior to Joint Permit Application completeness.

Form for Marina Construction and Operating Permit Information. Fields include: Marina owner, Mailing address, City, State, Zip Code, Marina name, Location address, Marina owner's daytime telephone number, Current Marina Operating Permit Number, Expiration Date, Check the reasons for submitting this application, Number of boat slips/wells, Number of launch ramps/lanes, Number of mooring buoys, Lineal feet of broadside dockage, Number of parking spaces, Are sanitary pump-out facilities available?, Number of hoist/take-out wells, Number of gas pumps, Name of marina insurance company.

20 HIGH RISK EROSION AND CRITICAL DUNE AREAS (See Sample Drawings 19 and 20, also Sample Drawing 9 if wetlands are impacted)

- Construction in critical dune areas on slopes greater than a 1-foot vertical rise in a 3-foot horizontal plane (33 percent) are prohibited without a special exception.
• Construction in critical dune areas on slopes that measure from a 1-foot vertical rise in a 4-foot horizontal plane (25 percent) to less than a 1-foot vertical rise in a 3-foot horizontal plane (33 percent) requires plans prepared by a registered architect or licensed professional engineer.
• Construction in critical dune areas requires the following written assurances: 1) permit or letter from county enforcing agent stating project complies with Part 91 (Soil Erosion and Sedimentation Control), 2) permit or letter from County Health Department for work on a septic system, and 3) letter from applicant stating tree/vegetation removal complies with instructions of the local Soil Conservation District.
• All property boundaries and proposed structure corners, septic system, water well, and driveway locations must be staked before the MDEQ site inspection.
• Scaled overhead and cross-section plans that include all property boundaries, and the location and dimensions of all structures and terrain alterations must be included.
• Additional information, including the building construction plans, may be required to complete the application review.

Form for High Risk Erosion and Critical Dune Areas. Fields include: Parcel dimensions (width, depth), Property is a (platted lot, unplatted parcel), Year current property boundaries created, Date project staked, Type of construction activities, The proposed project will be serviced by (public sewer, private septic system), If septic system, has application been made to the County Health Department for a permit?, If Yes, has permit been issued?, Existing construction is on (pilings, concrete slab, crawl space, basement), Proposed new construction will be on (pilings, concrete slab, crawl space, basement), Existing construction material above foundation wall (stud frame, log, block, other), Proposed new construction material above foundation wall (stud frame, log, block, other), Existing siding material (wood, vinyl, block, other), Proposed new siding material (wood, vinyl, block, other), Area of the existing foundation, Area of the proposed foundation, Area of the existing garage foundation, Area of the proposed garage foundation, Current structure replacement value, Tax assessed value of existing structure, Assessment Year.

21 ACTIVITIES IN DESIGNATED ENVIRONMENTAL AREAS (No Sample Drawings Available)

- Many designated environmental areas are completely or partially wetlands. Be sure to complete Section 12 if your proposed activities will also occur in wetlands.
• If you are proposing any alteration in a designated environmental area, attach a detailed site plan.

Form for Activities in Designated Environmental Areas. Fields include: (Check all that apply) placement of structures, alteration of vegetation, dredge, fill, grading or other soil alteration, boardwalk or deck, culvert, alteration of natural drainage, driveway or road, other.

Has the MDEQ staff or anyone else conducted a wetland assessment for this parcel? No Yes (If Yes, provide copy of response)



16 DRAWDOWN OF AN IMPOUNDMENT						
<ul style="list-style-type: none"> If wetlands will be impacted, also complete Section 12. 						
Type of drawdown <input type="checkbox"/> over winter <input type="checkbox"/> temporary <input type="checkbox"/> one-time event <input type="checkbox"/> annual event <input type="checkbox"/> permanent (<i>dam</i> removal) <input type="checkbox"/> other						
Reason for drawdown						
Has there been a previous drawdown? <input type="checkbox"/> No <input type="checkbox"/> Yes (If Yes, provide date (M/D/Y) / /					Previous MDEQ permit number, if known	
Does waterbody have established legal lake level? <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> Not Sure					Dam ID Number, if known	
Extent of vertical drawdown (ft)		Impoundment design head (ft)			Number of adjacent or impacted property owners	
Date drawdown would start (M/D/Y) / /		Date drawdown would stop (M/D/Y) / /			Rate of drawdown (ft/day)	
Date refilling would start (M/D/Y) / /		Date refill would end (M/D/Y) / /			Rate of refill (ft/day)	
Type of outlet discharge <i>structure</i> to be used <input type="checkbox"/> surface <input type="checkbox"/> bottom <input type="checkbox"/> mid-depth		Impoundment area at normal water level (acres)			Sediment depth behind <i>impoundment</i> discharge <i>structure</i> (ft)	
17 DAM, EMBANKMENT, DIKE, SPILLWAY, OR CONTROL STRUCTURE ACTIVITIES (See Sample Drawing 15)						
<ul style="list-style-type: none"> If wetlands will be impacted, also complete Section 12. Attach site-specific conceptual plans for construction of a new <i>dam</i>, reconstruction of a <i>failed dam</i>, or enlargement of an existing <i>dam</i> for resource impact review. Detailed engineering plans are required once the activity has been determined to be permissible from an environmental standpoint. Attach detailed engineering plans for a <i>dam</i> repair, <i>dam</i> alteration, <i>dam</i> abandonment, or <i>dam</i> removal. 						
Which one best describes your project? <input type="checkbox"/> new <i>dam</i> construction <input type="checkbox"/> reconstruction of a <i>failed dam</i> <input type="checkbox"/> enlargement of an existing <i>dam</i> <input type="checkbox"/> <i>dam</i> repair <input type="checkbox"/> <i>dam</i> alteration <input type="checkbox"/> <i>dam</i> abandonment <input type="checkbox"/> <i>dam</i> removal <input type="checkbox"/> other						
Dam ID Number If known		Type of outlet discharge <i>structure</i> <input type="checkbox"/> surface <input type="checkbox"/> bottom <input type="checkbox"/> mid depth		Will proposed activities require a drawdown of the waterbody to complete the work? <input type="checkbox"/> No <input type="checkbox"/> Yes (If Yes, also complete Section 16)		
Riprap Volume (cu yd)		Dredging/excavation Volume (cu yd)		Fill volume (cu yd)	Does <i>structure</i> allow complete drainage of waterbody? <input type="checkbox"/> No <input type="checkbox"/> Yes	
Benchmark elevation (ft)		Datum used <input type="checkbox"/> Local <input type="checkbox"/> NGVD 29 <input type="checkbox"/> other		Describe benchmark and show on plans		
Have you engaged the services of a Licensed Professional Engineer? <input type="checkbox"/> No <input type="checkbox"/> Yes (If Yes, name, registration number, and mailing address)						
Will a water diversion during construction be required? <input type="checkbox"/> No <input type="checkbox"/> Yes (If Yes, describe how the stream flow will be controlled through the <i>dam</i> construction area during the proposed project activities)						
<ul style="list-style-type: none"> The following additional information is required for a new <i>dam</i>, reconstruction of a <i>failed dam</i>, or enlargement of an existing <i>dam</i>. 						
Describe the type of <i>dam</i> and how you will design the <i>dam</i> and embankment to control seepage through and underneath the <i>dam</i> .						
Embankment top elevation (ft)		Streambed elevation at downstream embankment toe (ft)		Structural height (difference between embankment top elevation and streambed elevation at downstream embankment toe) (ft)		
Embankment length (ft)		Embankment top width (ft)	Embankment bottom width (ft)	Embankment <i>slopes</i> Upstream (vertical / horizontal) Downstream		
Proposed normal pool elevation (ft)		Impoundment flood elevation (ft)		Maximum vertical drawdown capability (ft) (Attach operational procedure of the proposed <i>structure</i> , if available)		
Have soil borings been taken at <i>dam</i> location? <input type="checkbox"/> No <input type="checkbox"/> Yes (If Yes, submit results with permit application)		Will a cold water <i>underspill</i> be provided? <input type="checkbox"/> No <input type="checkbox"/> Yes (If Yes, invert elevation (ft.))		Do you have flowage rights to all proposed flooded property at the design flood elevation? <input type="checkbox"/> No <input type="checkbox"/> Yes		
18 UTILITY CROSSINGS (See Sample Drawings 12 and 13)						
<ul style="list-style-type: none"> If side casting is required, complete Subsections 10A and 10B. If spoils will be placed in wetlands or wetlands may be impacted, complete Section 12. Attach additional sheets with the requested information as needed for multiple crossings. 						
What method will be used to construct the crossings? <input type="checkbox"/> flume <input type="checkbox"/> plow <input type="checkbox"/> open trench <input type="checkbox"/> jack and bore <input type="checkbox"/> directional drilling				Crossing of <input type="checkbox"/> Inland Lake or Stream <input type="checkbox"/> floodplain <input type="checkbox"/> international waters <input type="checkbox"/> wetlands (also complete Section 12)		
Type	Number of wetland crossings	Number of inland lake or stream crossings	Pipe diameter (in.)	Pipe length per crossing (ft.)	Distance below streambed of wetland (in.)	Trench width (ft.)
<input type="checkbox"/> sanitary sewer						
<input type="checkbox"/> storm sewer						
<input type="checkbox"/> watermain						
<input type="checkbox"/> cable						
<input type="checkbox"/> oil/gas pipeline						



13 FLOODPLAIN ACTIVITIES (See Sample Drawing 5. Others may apply.)

- Attach additional sheets with the requested information when multiple floodplain activities are included in this application.

(check all that apply) [] fill [] excavation [] other

Site is _____ feet above [] ordinary high water mark (OHWM) OR [] observed water level. Date of observation (M/D/Y) / /

Fill volume below the 100-year floodplain elevation (cu yd) | Compensating cut volume below the 100-year floodplain elevation (cu yd)

14 BRIDGES AND CULVERTS (Including Foot and Cart Bridges)

- Provide detailed site-specific drawings of existing and proposed Plan View (Sample Drawing 14A), Elevation View (Sample Drawing 14B), Stream and Floodplain Cross-Section (Sample Drawing 14C), Stream Profile (Sample Drawing 14D) and Floodplain Fill (Sample Drawing 5) at a scale adequate for detailed review.
Provide the requested information that applies to your project. If there is not an existing structure, leave the "Existing" column blank.
If you choose to have a Licensed Professional Engineer "certify" that your project will not cause a "harmful interference" for a range of flood discharges up to and including the 100-year flood discharge, then you must use the "Required Certification Language." You may request a copy by phone, email, or mail. A hydraulic report supporting this certification may also be required.
Attach additional sheets with the requested information when multiple crossings are included in this application.

Table with columns: Existing, Proposed, Existing, Proposed. Rows include: Culvert type, Bridge type, Entrance design, Total structure waterway opening, Elevation of culvert crown/bottom, Elevation of road grade, Elevation of low point in road, Cross-sectional area of primary channel, Average stream width at OHWM.

Reference datum used (show on plans with description) [] NGVD 29 [] IGLD 85 (Great Lakes coastal areas) [] local

High water elevation - describe reference point and highest known water level above or below reference point and date of observation.

15 STREAM, RIVER, OR DRAIN CONSTRUCTION ACTIVITIES (No sample drawing available)

- Complete Section 10A for fill, Section 10B for dredge or excavation, and Section 10C for riprap activities.
If side casting or other proposed activities will impact wetlands or floodplains, complete Sections 12 and 13, respectively.
Provide an overall site plan showing existing lakes, streams, wetlands, and other water features; existing structures; and the location of all proposed structures and land change activities. Provide cross-section (elevation) drawings necessary to clearly show existing and proposed conditions. Be sure to indicate drawing scales.
For activities on legally established county drains, provide original design and proposed dimensions and elevations.

(check all that apply) [] maintenance [] improvement [] relocation [] enclosure [] new drain [] wetlands [] other

Dimensions (ft) of existing stream/drain channel to be worked on. length width depth
Dimensions (ft) of new, relocated, or enclosed stream/drain channel. length width depth Volume of Dredge/excavation (cu yds)
Existing channel average water depth in a normal year (ft) Proposed side slopes (vertical / horizontal)

How will slopes and bottom be stabilized?

Will old/enclosed stream channel be backfilled to top of bank grade? [] No [] Yes Length of channel to be abandoned (ft) Volume of fill (cu yds)

If an enclosed structure is proposed, check type [] concrete [] corrugated metal [] plastic [] other

Dimensions of the structure size length volume of fill

Will spoils be disposed of on site? [] No [] Yes (If Yes, show location of spoils on site plan in an upland area.)

Reference datum used (show on plans with description) [] NGVD 29 [] IGLD 85 (Great Lakes coastal areas) [] local



10 Continued - PROJECTS IMPACTING WETLANDS OR FLOODPLAINS OR LOCATED ON AN INLAND LAKE OR STREAM OR A GREAT LAKE

J. INTAKE PIPES (See Sample Drawing 16) OUTLET PIPES (See Sample Drawing 22)

Type headwall end section pipe other If outlet pipe, discharge is to wetland inland lake stream, drain, or river Great Lake other Dimensions of headwall OR end section (ft) length width depth Number of pipes Pipe diameters and invert elevations

K. MOORING AND NAVIGATION BUOYS (No Sample Drawing available)

- Provide an overall site plan showing the distances between each buoy, distances from the shore to each buoy, and depth of water at each buoy in feet. Provide cross-section drawing(s) showing anchoring system(s) and dimensions.

Number of buoys Type of anchor system Purpose of buoy mooring navigation swimming Dimensions of buoys (ft) width height Do you own the property along the shoreline? No Yes If No, you must provide an authorization letter from the property owner(s)

L. GROINS (No Sample Drawing available)

- Provide an overall site plan showing the distances (ft) of the outermost groins from the property lines, distances between groins, length and width of each groin, and the distance from the existing toe of the bluff to the lakeward end of the groins. If existing groins are located on adjacent properties, provide distances (ft) from closest neighboring groin to your property lines on the site plan. Provide cross-section views showing the length and height of each groin and the height of groin ends above the observed water level (date and time). If step down type, show the height of each section above the observed water level.

Number of groins Type of groin steel wood other Will groin be placed on a foundation? No Yes (If Yes, dimensions of foundation (ft) length width height)

M. FENCES IN WETLANDS, STREAMS, OR FLOODPLAINS (No Sample Drawing available)

- Provide an overall site plan showing the proposed fencing through wetlands, streams, or floodplains. Provide drawing of fence profile showing the design, dimension, post spacing, board spacing, and distance from ground to bottom of fence (if in a floodplain).

(check all that apply) wetlands streams floodplains Total length (ft) of fence through wetlands streams floodplains Fence height (ft) Fence type and material

N. OTHER - e.g., structure removal, marine railway, low sand trap wall, breakwater, and structural foundations in wetlands or floodplains

11 EXPANSION OF AN EXISTING OR CONSTRUCTION OF A NEW LAKE OR POND (See Sample Drawings 4 and 15)

Which best describes your proposed waterbody use (check all that apply)

wildlife stormwater retention basin stormwater detention basin recreation wastewater basin other

Water source for lake/pond

groundwater natural springs Inland Lake or Stream stormwater runoff pump sewage other

Location Of the lake/basin/pond floodplain wetland upland

Will project involve construction of a dam, dike, outlet control structure, or spillway? No Yes (If Yes, complete Section 17)

12 ACTIVITIES THAT MAY IMPACT WETLANDS (See Sample Drawings 8 & 9)

For information on the MDEQ's Wetland Assessment Program, visit the LWMD website or call 517-373-1170.

(check all that apply) fill (Section 10A) dredge or excavation (Section 10B) boardwalk or deck (Section 10I) dewatering fences (Section 10M) bridges and culverts (Section 14) draining surface water other

Has a professional wetland delineation been conducted for this parcel? No Yes (If Yes, provide a copy; if federal method was used, supply data sheets) Applicant purchased property before OR after October 1, 1980.

Is there a recorded DEQ easement on the property? No Yes (If Yes, provide the number)

Has the MDEQ conducted a wetland assessment for this parcel? No Yes (If Yes, provide a copy)

Describe the wetland impacts, proposed use or development, and efforts to avoid/minimize impacts. Describe the wetland alternatives and provide the type and amount of mitigation proposed if more than 1/3 acre is to be impacted.

Is any grading or mechanized land clearing proposed? No Yes (If Yes, show locations on site plan) Has any of the proposed grading or mechanized land clearing been completed? No Yes (If Yes, label and show locations on site plan)

- Complete the wetland dredge and wetland fill dimension information for each impacted wetland area. Attach additional sheets if necessary and label the impacted wetland areas on a site plan drawn to scale. Attach at least one typical cross-section for each wetland dredge and/or fill area. Also complete Section 10A for fill and Section 10B for dredge or excavation activities. If dredge material will be disposed of on site, show the location on site plan in an upland area and include soil erosion and sedimentation control measures.

Wetland dredge dimensions maximum length (ft) maximum width (ft) dredge area average depth (ft) dredge volume (cu yd) acres sq ft

Wetland fill dimensions maximum length (ft) maximum width (ft) fill area average depth (ft) fill volume (cu yd) acres sq ft

Total wetland dredge area acres sq ft Total wetland dredge volume (cu yd)

Total wetland fill area acres sq ft Total wetland fill volume (cu yd)

The proposed project will be serviced by public sewer private septic system (If septic system, show existing and new or expanded system on plans) If septic system, has application been made to the County Health Department for a permit? No Yes If Yes, has permit been issued? No Yes (If Yes, provide a copy)



10 PROJECTS IMPACTING WETLANDS OR FLOODPLAINS OR LOCATED ON AN INLAND LAKE OR STREAM OR A GREAT LAKE

- Check boxes A through N that may be applicable to your project and provide the requested information.
• If your project may affect wetlands, also complete Section 12. If your project may impact regulated floodplains, also complete Section 13.
• Provide an overall site plan showing existing lakes, streams, wetlands, and other water features; existing structures; and the location of all proposed structures, land change activities and soil erosion and sedimentation control measures. Review sample drawings for guidance in completing site-specific drawings for your project.
• Some projects on the Great Lakes require an application for conveyance prior to Joint Permit Application completeness.
• On a Great Lake use IGLD 85 surveyed converted from observed still water elevation. On inland waters, NGVD 29 local datum other
• Observed water elevation (ft), date of observation (M/D/Y)

A. PROJECTS REQUIRING FILL (See All Sample Drawings)
• To calculate volume in cubic yards (cu yd), multiply the average length in feet (ft) times the average width (ft) times the average depth (ft) and divide by 27.
• Attach both plan and cross-section views to scale showing maximum and average fill dimensions.

(Check all that apply) floodplain fill wetland fill riprap seawall, bulkhead, or revetment bridge or culvert
boat launch off-shore swim area beach sanding boatwell crib dock other

Fill dimensions (ft) Total fill volume (cu yd) Maximum water depth in fill area (ft)
Length width maximum depth

Type of clean fill pea stone sand gravel Will filter fabric be used under proposed fill?
wood chips other No Yes (If Yes, type)

Source of clean fill on-site, If on-site, show location on site plan commercial other, If other, attach description of location

Fill will extend feet into the water from the shoreline and upland feet out of the water. Fill volume below OHWM (cu yd)

B. PROJECTS REQUIRING DREDGING OR EXCAVATION (For dredging projects see Sample Drawing 7, for excavation see other applicable Sample Drawings)
• To calculate volume in cubic yards (cu yd), multiply the average length in feet (ft) times the average width (ft) times the average depth (ft) and divide by 27.
• Attach both plan and cross-section views to scale showing maximum and average dredge or excavation dimensions.
• The applicant will be notified if sediment sampling is required.

(Check all that apply) floodplain excavation wetland dredge or draining seawall, bulkhead, or revetment
navigation boat well boat launch other

Total dredge/excavation volume (cu yd) Dimensions length width depth Dredge/excavation volume below OHWM (cu yd) Method and equipment for dredging

Has proposed dredge material been tested for contaminants? Will dredged or excavated spoils be placed on-site off-site. Attach a detailed disposal area site plan, location map. If dispose off site, provide address and letter of authorization.

Has this same area been previously dredged? No Yes (If Yes, provide date and permit number, if available)
If Yes, are you proposing to enlarge the previously dredged area No Yes

Is long-term maintenance dredging planned? No Yes (If Yes, when and how much?)

C. PROJECTS REQUIRING RIPRAP (See Sample Drawings 2, 3, 8, 12, 14, 17, 22, and 23. Others may apply)

Riprap waterward of the shoreline OR ordinary high water mark Dimensions (ft) length width depth Volume(cu yd)
Riprap landward of the shoreline OR ordinary high water mark Dimensions length width depth Volume(cu yd)

Type of riprap field stone angular rock other Will filter fabric be used under proposed riprap? No Yes (If Yes, type)

D. SHORE PROTECTION PROJECTS (See Sample Drawings 2, 3, and 17)

(check all that apply) riprap - length (ft.) seawall/bulkhead - length (ft.) revetment - length (ft.) Distances of project from both property lines (ft)

E. DOCK - PIER - MOORING PILINGS (See Sample Drawing 10)

Type open pile filled crib Seasonal structure? No Yes
Proposed structure dimensions (ft) length width Dimensions of nearest adjacent structures (ft) length width

F. BOAT WELL (No Sample Drawing available)

Type of bank stabilization wood steel concrete vinyl riprap other
Boat well dimensions (ft) Number of boats
Length width depth

Volume of backfill behind sidewall stabilization (cu yd) Distances of boat well from adjacent property lines (ft)

G. BOAT LAUNCH (No Sample Drawing available) (check all that apply) new existing public private commercial replacement

Proposed overall boat launch dimensions (ft) length width depth Type of material concrete wood stone other

Existing overall boat launch dimensions (ft) Length width depth Boat launch dimensions (ft) below ordinary high water mark Length width depth

Distances of launch from both property lines (ft) Number of skid piers Skid pier dimensions (ft) width length

H. BOAT HOIST (No Sample Drawing available)

(Check all that apply) seasonal permanent cradle side lifter other located on seawall dock bottomlands

I. BOARDWALKS AND DECKS IN WETLANDS - OR - FLOODPLAINS (See Sample Drawings 5 and 6. Provide table if necessary)

(Check all that apply) boardwalk deck Boardwalk or deck is on fill piling Dimensions (ft) length width



5 LOCATING YOUR PROJECT SITE

- Provide the requested information listed below to help staff locate your project site.
• Attach a copy of a map, such as a plat, county, or USGS topographic map, clearly showing the site location and include an arrow indicating the north direction.
• Project area must be staked at the time of application submittal.

Is there an access road to the project? [] No [] Yes (If Yes, type of road, check all that apply) [] private [] public [] improved [] unimproved
Name of roads at closest main intersection and
Directions from main intersection
Style of house or other building on site [] ranch [] 2-story [] cape cod [] bi-level [] cottage/cabin [] pole barn [] none [] other (describe)
Color Color of adjacent property house and/or buildings
House number Address is visible on [] house [] garage [] mailbox [] sign [] other (describe)
Street name Fire lane number Lot number
How can your site be identified if there is no visible address?
Provide directions to the project site, with distances from the best and nearest visible landmark and waterbody

Does project cross boundaries of two or more political jurisdictions? (City/Township, Township/Township, County/County, etc.)
[] No [] Yes (If Yes, list jurisdiction names.)

Table with 6 columns: Agency, Type approval, Identification number, Date applied, Date approved / denied, If denied, reason for denial. Row 6: List all other federal, interstate, state, or local agency authorizations required for the proposed activity, including all approvals or denials received.

7 If a permit is issued, date activity will commence (M/D/Y) / / Proposed completion date (M/D/Y) / /
Has any construction activity commenced or been completed in a regulated area? [] No [] Yes
If Yes, identify the portion(s) underway or completed on drawings or attach project specifications and give completion date(s) (M/D/Y) / /
Were the regulated activities conducted under a MDEQ permit? [] No [] Yes
If Yes, list the MDEQ permit number
Are you aware of any unresolved violations of environmental law or litigation involving the property? [] No [] Yes (If Yes, explain)

8 PUBLIC NOTIFICATION (Attach additional sheets if necessary)
• Complete information for all adjacent and impacted property owners and the lake association or established lake board, including the contact person's name.
• If you own the adjacent lot, provide the requested information for the first adjacent parcel beyond your property line.

Property Owner's Name Mailing Address City State Zip Code
Name of [] Established Lake Board [] or Lake Association and the Contact Person's name, phone number, and mailing address

9 APPLICANT'S CERTIFICATION READ CAREFULLY BEFORE SIGNING

I am applying for a permit(s) to authorize the activities described herein. I certify that I am familiar with the information contained in this application, that it is true and accurate, and, to the best of my knowledge, is in compliance with the State Coastal Zone Management Program and the National Flood Insurance Program. I understand that there are penalties for submitting false information and that any permit issued pursuant to this application may be revoked if information on this application is untrue. I certify that I have the authority to undertake the activities proposed in this application. By signing this application, I agree to allow representatives of the MDEQ, USACE, and/or their agents or contractors to enter upon said property in order to inspect the proposed activity site and the completed project. I understand that I must obtain all other necessary local, county, state, or federal permits and that the granting of other permits by local, county, state, or federal agencies does not release me from the requirements of obtaining the permit requested herein before commencing the activity. I understand that the payment of the application fee does not guarantee the issuance of a permit.

- All applicants must complete all of the items in Sections 1 through 9 on pages 1 and 2 of this application.
• Complete those items in Sections 10 through 21 that apply to the project. Submit only those pages where you have provided information.
• Your application will not be processed if the application form is not completely filled out.
• List here the application page numbers being submitted and a brief description of other attachments included with your application.
• Submit 8.5" by 11," 8.5" by 14" or 11" by 17" size drawings with 4 copies. The USACE requires one set of drawings on 8.5" x 11" paper, with all notations clearly legible. Larger copies may be submitted in addition to the standard size copies.
• A letter of authorization from the owner must be included if not signed below by the owner.

[] Property Owner Printed Name Signature Date (M/D/Y)
[] Agent/Contractor
[] Corporation - Title



AGENCY USE	Previous USACE Permit or File Number	Date Received	Land and Water Management Division, MDEQ File Number	AGENCY USE
	USACE File Number		Marina Operating Permit Number	
			Fee received \$	

• Complete all items in Sections 1 through 9 and those items in Sections 10 through 21 that apply to the project. Clear drawings and cross sections must be provided.

1 PROJECT LOCATION INFORMATION

- Refer to your property's legal description for the Township, Range, and Section information, and your property tax bill for your Property Tax Identification Number(s).

Address		Township Name(s)	Township(s)	Range(s)	Section(s)
City/Village	County(ies)	Property Tax Identification Number(s)			
Name of Waterbody	Project Name or Job Number	Subdivision/Plat	Lot Number	Private Claim	
Project types (check all that apply)	<input type="checkbox"/> private <input type="checkbox"/> building addition <input type="checkbox"/> other (explain)	<input type="checkbox"/> public/government <input type="checkbox"/> new building or structure	<input type="checkbox"/> industrial <input type="checkbox"/> building renovation or restoration	<input type="checkbox"/> commercial <input type="checkbox"/> river restoration	<input type="checkbox"/> multi-family <input type="checkbox"/> single-family
The proposed project is on, within, or involves (check all that apply)		<input type="checkbox"/> a legally established County Drain (date established) (M/D/Y) / /			
<input type="checkbox"/> a stream	<input type="checkbox"/> a pond (less than 5 acres)	<input type="checkbox"/> a Great Lake or Section 10 Waters	<input type="checkbox"/> a natural river	<input type="checkbox"/> a new marina	
<input type="checkbox"/> a river	<input type="checkbox"/> a channel/canal	<input type="checkbox"/> a designated high risk erosion area	<input type="checkbox"/> a dam	<input type="checkbox"/> a structure removal	
<input type="checkbox"/> a ditch or drain	<input type="checkbox"/> an inland lake (5 acres or more)	<input type="checkbox"/> a designated critical dune area	<input type="checkbox"/> a wetland	<input type="checkbox"/> a utility crossing	
<input type="checkbox"/> a floodway area	<input type="checkbox"/> a 100-year floodplain	<input type="checkbox"/> a designated environmental area	<input type="checkbox"/> 500 feet of an existing waterbody		

2 DESCRIBE PROPOSED PROJECT AND ASSOCIATED ACTIVITIES, AND THE CONSTRUCTION SEQUENCE AND METHODS

- Attach separate sheets, as needed, including necessary drawings, sketches, photographs, aerials, or plans.

3 APPLICANT, AGENT/CONTRACTOR, AND PROPERTY OWNER INFORMATION

- The applicant can be either the property owner or the person or company that proposes to undertake the activity.
- If the applicant is a corporation, both the corporation and its owner must provide a written document authorizing the agent/contractor to act on their behalf.

Applicant (individual or corporate name)	Agent/Contractor (firm name and contact person)
Mailing Address	Address
City State Zip Code	City State Zip Code
Daytime Phone Number with Area Code Cell Phone Number	Daytime Phone Number with Area Code Cell Phone Number
Fax E-mail	Fax E-mail
Is the applicant the sole owner of all property on which this project is to be constructed and all property involved or impacted by this project? <input type="checkbox"/> No <input type="checkbox"/> Yes If No, provide a letter signed by the property owner authorizing the agent/contractor to act on his or her behalf or a copy of easements or right-of-ways. If multiple owners, attach all property owners' names, mailing addresses, and telephone numbers. Disclose any DEQ conservation easements or other easements, deed restrictions, leases, or any other encumbrance upon the property in the project area. A copy of the land restriction must be provided.	
Property Owner's Name (If different from applicant)	Mailing Address
Daytime Phone Number with Area Code Cell Phone Number	City State Zip Code

4 PROPOSED PROJECT PURPOSE, INTENDED USE, AND ALTERNATIVES CONSIDERED (Attach additional sheets if necessary)

- The purpose must include any new development or expansion of an existing land use.
- Include a description of alternatives considered to avoid or minimize resource impacts. Include factors such as, but not limited to, alternative construction technologies; alternative project layout and design; alternative locations; local land use regulations and infrastructure; and pertinent environmental and resource issues.
- For utility crossings, include both alternative routes and alternative construction methods.



APPENDICES

Appendix A: Acronyms and Abbreviations A-1

Appendix B: General Instructions for All Drawings and Sample Drawings

1. General Instructions for all Drawings and Sample Site Location Maps B-1
2. Inland Lake Shore Protection B-2
3. Bulkhead/Seawall B-2
4. Pond Construction B-3
5. Floodplain Fill..... B-3
6. Wetland Boardwalk..... B-4
7. Dredging Project..... B-4
8. Driveway Across Wetland..... B-5
9. Residential Wetland Fill and Boardwalk Construction..... B-5
10. Docks - Piers - Mooring Piles B-6
11. Beach Sanding B-6
12. Pipe/Utility Crossings in a Trench..... B-7
13. Pipe/Utility Crossings using Directional Bore B-7
14. Bridge or Culvert (4 drawings)..... B-8
15. Dam Construction B-12
16. Water Intake B-12
17. Great Lakes Shore Protection B-13
18. Maintenance Dredge Channel..... B-13
19. Proposed Residence in a High Risk Erosion Area B-14
20. Proposed Residence in a Critical Dune Area B-14
21. Marina Site Plan B-15
22. Outlet Pipe B-16
23. Temporary Logging Road Crossing B-16

Appendix C: State Fees, Federal Fees, Minor Permit and General Permit for Minor Activities Categories C-1

Appendix D: State Authority, Federal Authority, Privacy Act Statement, and State and Federal Penalties..... D-1

Appendix E: Glossary (listed words are italicized in the application package) E-1

Appendix F: Joint Permit Application Withdrawal Guidance F-1

Application status can be viewed on the MDEQ website at www.deq.state.mi.us/CIWPIS. Once the MDEQ/LWMD has received the information necessary for review of the project, **including drawings that have adequate detail for review** and the **full application fee**, the file will be reviewed for final processing. A mailed postcard or a public notice will provide the file number and the telephone number of the office where the application is being processed. The review time to determine if an application is complete for processing ranges from 15 to 30 days. Technical processing times may range from 60 to 90 days. Processing times will be longer if a public hearing is held. A LWMD staff person from your local District/Field Office may visit the project site and may request additional information prior to a decision on the permit. Fees are not refundable on files once a site visit is held, a public notice is posted, or an action is taken, including closure of a file due to no response to a correction request after 30 days. Applications can be reopened within 180 days of an initial correction request, if all the information requested is provided. The application file will be permanently closed if all of the requested information is not provided within 180 days of the initial correction request. A new application can be submitted after 180 days, but fees are not transferable.

If a federal permit will also be required, a copy of the permit application will be sent to the Detroit District Office, USACE, for processing at the federal level. Additional copies of this application form can be downloaded from the MDEQ website at www.michigan.gov/jointpermit or can be photocopied from the original. If you have any questions about the permitting process or if you need to modify your application, you can contact the LWMD by phone, fax, at the addresses on the previous page, or email at DEQ-LWM-PCU@michigan.gov.



- Section Views (cross and profile to scale or including dimensions, length, width, and height):
 - Cross sectional drawings of the proposed projects are required.
- Provide descriptive photographs of the proposed work site showing vegetation if wetlands are involved or the shoreline for shore protection projects. All photographs must be labeled with your name and the date of the photograph, indicate what they show, and be referenced to the site plan. Proposed activities or structure(s) may be indicated directly on the photographs using indelible markers or ink pens. Provide aerial photographs 1:400 or larger for major projects.
- Provide a reproducible version of maps and drawings if the originals are supplied in color.
- Elevation data must include a description of the reference point or benchmark used and its corresponding elevation. For projects on the Great Lakes or Section 10 Waters, elevations must be provided in IGLD 85. For observed Great Lake water elevations in IGLD, visit the USACE website under “water levels”. If elevations are from still water, provide the observation date and water elevation. On inland sites, elevations can use NAVD 88, NGVD 29, a local datum or an assumed bench mark. The state building code requires an Elevation Certificate for any building construction or addition in the floodplain. A sample form can be found at www.fema.gov/nfip/elvinst.shtm

Flagging/staking project sites and project impacts:

- Flag the area for site inspection including the property corners, proposed road or driveway centerlines, and areas of proposed impacts. Site must be flagged at the time the application is submitted. A site visit will not be completed or action taken if the project is not flagged.

To prevent processing delays, make sure all the following items are mailed to the LWMD at the address below, label each attachment with applicant's name and date:

- Pages 1 and 2 of the application.
- Pages 3 through 7, as applicable, of the application. Do not submit blank application pages. Submit only those pages where you have provided information.
- The Site Location Map, Overall Site Plan, Plan View and Cross-Section Drawings, and additional information sheets on 8.5” x 11”, 8.5” x 14”, or 11” x 17” paper suitable for photocopying for public notice purposes. Aerial photographs do not substitute for site plans. If larger drawings or blueprints are required to show adequate detail for review, you may also submit 5 full size copies. The USACE requires one set of drawings on 8.5” x 11” paper, with all notations clearly legible. Larger supplemental drawings may be submitted, as well.
- An authorization letter from the property owner if someone other than the property owner is signing the application.
- A check made payable to the **State of Michigan**. Fees typically range from \$50.00 to \$4,000.00 depending on the type of project. Refer to Appendix C of the application and/or visit our website at <http://www.michigan.gov/jointpermit> to determine the appropriate fee for your project.

Mail to:

**MDEQ
LWMD-PCU
P.O. BOX 30204
LANSING, MI 48909-7704**

DEQ-LWM-PCU@michigan.gov

Public Agencies eligible to receive federal and/or state transportation funding for a project involving public roadways, non-motorized paths, airports, or related facilities, do not require an application fee and should submit applications to:

**MDEQ
LWMD-TFHU
P.O. Box 30458
Lansing, MI 48909-7958**



JOINT PERMIT APPLICATION



U.S. ARMY CORPS OF ENGINEERS (USACE)
Detroit District Office
Phone: 313-226-2218, Fax: 313-226-6763
Website: www.lre.usace.army.mil

MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY (MDEQ)
Land and Water Management Division (LWMD)
Phone: 517-373-9244, Fax: 517-241-9003
Website: www.michigan.gov/deg

The MDEQ, LWMD, regulates activities under the following Parts of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended. The regulated activities are summarized in Appendix D. The complete statutes and rules can be downloaded from our website at www.michigan.gov/jointpermit.

- Part 301, Inland Lakes and Streams
- Part 303, Wetlands Protection
- Part 325, Great Lakes Submerged Lands
- Floodplain Regulatory Authority found in Part 31, Water Resources Protection
- Part 353, Sand Dunes Protection and Management
- Part 323, Shorelands Protection and Management
- Part 315, Dam Safety

The USACE has the authority to regulate activities within the waters of the United States under the following statutes:

- Section 10, Rivers and Harbors Act of 1899 (33 U.S.C. 403)
- Section 404, Clean Water Act of 1977 (33 U.S.C. 1344)

DIRECTIONS for completing the Joint Permit Application

For additional guidance go to the “Joint Permit Application Training Manual” link on our website at www.michigan.gov/jointpermit.

Complete all items in Sections 1 through 9 on pages 1 and 2 of the application:

Make sure you:

- Provide the Township, Range, Section, and Property Tax Identification Numbers required in Section 1.
- Provide the requested information for all adjacent and impacted property owners in Section 8.
- Print your name and sign and date your application in Section 9. If applicant is a corporation, include title of authorized representative.
- Provide a letter of authorization if the legal property owner is not the individual who signs the application. A letter of authorization is a letter from the legal landowner(s) authorizing the applicant or agent to apply for the project. The letter should include the signature from the landowner, the project site address, and a brief project description.

Complete project-specific information:

- Complete items in Sections 10 through 21 on pages 3 through 7 that apply to your project. Follow the instructions at the beginning of each section. The instructions for each sample drawing in Appendix B indicate the application sections you will most likely need to complete. Utilize the application form as much as possible before adding attachments to save on paper resources and to make the review more efficient.

Provide maps and drawings with adequate detail for review. Refer to Appendix B of the application and/or www.michigan.gov/jointpermit for sample drawings.

- Vicinity Map:
 - A map to the proposed project location that includes ALL streets, roads, intersections, highways, or cross-roads to the project. Include written directions from a well-known landmark or major intersection. Do not assume field staff knows where your project is.
- Project Site Plan:
 - Overhead drawings to scale or including dimensions, length and width, of the proposed project are required.