



## 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](http://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/deq](http://www.michigan.gov/deq)

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](http://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)

**Before you apply, consider an Optional LWMD Pre-application Meeting for files regulated under Parts 301 and 303 available for a fee or in some cases free. For more information go to our website at [www.michigan.gov/jointpermit](http://www.michigan.gov/jointpermit)**

### DIRECTIONS for completing the Joint Permit Application

For additional guidance go to the “Joint Permit Application Training Manual” link or EZ Guides for small projects designed for the average home owner on our website at [www.michigan.gov/jointpermit](http://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](http://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.



- 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](http://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, Photographs, 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 2 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 and to download a form for credit card or electronic transfer payment.

Mail to:

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

[DEQ-LWM-PCU@michigan.gov](mailto: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**

# 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
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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

Application status can be viewed on the MDEQ website at [www.deq.state.mi.us/CIWPIS](http://www.deq.state.mi.us/CIWPIS). During the application period, if any information is missing from the application or if any clarification is needed regarding materials provided, the application is incomplete and MDEQ staff will request the information from the applicant/agent by letter, email, fax or phone call. Once the MDEQ/LWMD has received the information necessary for review of the project, including a thoroughly completed application, consistent 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, after the application is administratively complete, 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. Application fees are not refundable or 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](http://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](mailto:DEQ-LWM-PCU@michigan.gov).



<b>AGENCY USE</b>	Previous USACE Permit or File Number	Date Received	Land and Water Management Division, MDEQ File Number	<b>AGENCY USE</b>
	USACE File Number		Pre-application Number or Marina Operating Permit Number	
	District Office		Fee received \$	

Read Instructions pages i - iii. All of the following boxes below must be checked and information provided for the application to be processed:

- All items in Sections 1 through 9 are completed
- Items in Sections 10 through 21 that apply to the project are completed
- Dimensions, volumes and calculations are provided
- Reproducible location map, site plan(s), cross sections and photographs are provided, one set must be black and white on 8 1/2 by 11 inch paper.
- List any additional attachments, tables, etc.:
- Date project was staked
- Application fee is attached
- All requested supplementary attachments (➔) are included

**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).

Site location Address (road, if no street address)	Zip Code	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"/> project is receiving federal transportation funds	<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"/> other (explain)	<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 (attached additional sheets)**

Written Summary of All Proposed Activities.

Construction Sequence and Methods.

**3 APPLICANT, AGENT/CONTRACTOR, AND PROPERTY OWNER INFORMATION**

Owner/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
<input type="checkbox"/> No <input type="checkbox"/> Yes 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? ➔ If no, attach letter(s) of authorization from all owners. A letter signed by each property owner authorizing the agent/contractor/other owner to act on his or her behalf or a copy of easements or right-of-ways must be provided. If multiple property owners, also attach a list of all owners along with their names, mailing addresses, and telephone numbers. If the applicant is a corporation, a corporate officer must provide written document authorizing any agent/contractor listed above to act on its behalf. A letter of authorization must be provided from an owner receiving dredge spoils on their property, or where access through their property is required..	
Property Owner's Name (If different from applicant)	Mailing Address
Daytime Phone Number with Area Code Cell Phone Number	City State Zip Code

No  Yes Is there a MDEQ conservation easement or other easement, deed restriction, lease, or other encumbrance upon the property in the project area?  
 ➔ If yes, attach a copy.



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

**Purpose/Intended Use:** The purpose must include any new development or expansion of an existed land use.

**Alternatives:** 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; and alternative locations. For utility crossings, include both alternative routes and alternative construction methods.

**5 LOCATING YOUR PROJECT SITE**

➔ Attach a black and white, legible copy of a map that clearly shows the site location and road from the nearest major intersection, and includes a north arrow.

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 \_\_\_\_\_ Street name \_\_\_\_\_

Fire lane number \_\_\_\_\_ Lot number \_\_\_\_\_ Address is visible on  house  garage  mailbox  sign  other (describe)

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 the project cross the boundaries of two or more political jurisdictions? (City/Township, Township/Township, County/County, etc.)

No  Yes ➔ If Yes, list jurisdictions:

**6** List all other federal, interstate, state, or local agency authorizations required for the proposed activity, including all approvals or denials received.

Agency	Type approval	Identification number	Date applied	Date approved / denied	If denied, reason for denial

**7 COMPLIANCE**

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 ADJACENT/RIPARIAN AND IMPACTED OWNERS** (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 that is not owned by you.

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, that it is in compliance with the State Coastal Zone Management 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.

<input type="checkbox"/> Property Owner <input type="checkbox"/> Agent/Contractor <input type="checkbox"/> Corporation/Public Agency – Title	Printed Name	Signature	Date (M/D/Y)      /      /
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10 PROJECTS IMPACTING WETLANDS OR FLOODPLAINS OR LOCATED ON AN INLAND LAKE OR STREAM OR A GREAT LAKE

- Check boxes A through M that may be applicable to your project and provide all the requested information.
If your project may affect wetlands, also complete Section 12. If your project may impact regulated floodplains, also complete Section 13.
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.
Some projects on the Great Lakes require an application for conveyance prior to Joint Permit Application completeness.
Provide a cross-section and 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 Appendix B and EZ Guides for completing site-specific drawings.
Provide tables for multiple impact areas or multiple activities and provide fill and excavation/dredge calculations.

Water Level Elevation

On a Great Lake use IGLD 85 surveyed converted from observed still water elevation. On inland waters, NGVD 29 NAVD 88 other
Observed water elevation (ft) date of observation (M/D/Y)

A. PROJECTS REQUIRING FILL (See All Sample Drawings)

- Attach both overall site 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) length width maximum depth Total fill volume (cu yd) Maximum water depth in fill area (ft)

Type of clean fill pea stone sand gravel wood chips other Will filter fabric be used under proposed fill? 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)

- Attach both overall site plan and cross-section views to scale showing maximum and average dredge or excavation dimensions and dredge disposal location.
Refer to www.michigan.gov/jointpermit for disposal requirements and authorization.

(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? No Yes Dredged or excavated spoils will be placed on-site off-site. Provide detailed disposal area site plan and location map. Provide letter of authorization from owner, if disposing of spoils off site.

Has this same area been previously dredged? No Yes If Yes, date and permit number: / / /
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 (ft) 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) Complete Sections 10A, B, and/or C above, as applicable.

(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 - ROOFS (See Sample Drawing 10)

Dock Type open pile filled crib Permanent Roof? No Yes Mounted on
Seasonal support structure? No Yes Maximum Dimensions: length width height

Proposed structure dimensions (ft) length width Dimensions of nearest adjacent structures (ft) length width

F. BOAT WELL (See EZ Guides)

Type of sidewall stabilization wood steel concrete vinyl riprap other
Boat well dimensions (ft) length width depth Number of boats
Volume of backfill behind sidewall stabilization (cu yd) Distances of boat well from adjacent property lines (ft)

G. BOAT LAUNCH (See EZ Guide) (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 adjacent Skid pier dimensions (ft) length width

H. BOAT HOIST (See EZ Guide)

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



<b>10 Continued - PROJECTS IMPACTING WETLANDS OR FLOODPLAINS OR LOCATED ON AN INLAND LAKE OR STREAM OR A GREAT LAKE</b>					
<input type="checkbox"/> <b>I. BOARDWALKS AND DECKS IN</b> <input type="checkbox"/> <b>WETLANDS - OR -</b> <input type="checkbox"/> <b>FLOODPLAINS</b> (See Sample Drawings 5 and 6. Provide table if necessary)					
Boardwalk <input type="checkbox"/> on pilings <input type="checkbox"/> on fill		Dimensions (ft) length      width		Deck <input type="checkbox"/> on pilings <input type="checkbox"/> on fill	
				Dimensions (ft) length      width	
<input type="checkbox"/> <b>J. INTAKE PIPES</b> (See Sample Drawing 16) <input type="checkbox"/> <b>OUTLET PIPES</b> (See Sample Drawing 22)					
Type <input type="checkbox"/> headwall <input type="checkbox"/> end section <input type="checkbox"/> pipe <input type="checkbox"/> other			If outlet pipe, discharge is to <input type="checkbox"/> wetland <input type="checkbox"/> inland lake <input type="checkbox"/> stream, drain, or river <input type="checkbox"/> Great Lake <input type="checkbox"/> other		
Dimensions of headwall OR end section (ft) length      width      depth			Number of pipes		Pipe diameters and invert elevations
<input type="checkbox"/> <b>K. MOORING AND NAVIGATION BUOYS</b> (See EZ Guide for Sample Drawing)					
<ul style="list-style-type: none"> <li>➔ 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.</li> <li>➔ Provide cross-section drawing(s) showing anchoring system(s) and dimensions.</li> </ul>					
Number of buoys		Boat Lengths		Type of anchor system	
				Purpose of buoy <input type="checkbox"/> mooring <input type="checkbox"/> navigation <input type="checkbox"/> swimming	
Dimensions of buoys (ft) width      height      swing radius      chain length				Do you own the property along the shoreline? <input type="checkbox"/> No <input type="checkbox"/> Yes ➔ Attach Authorization Letter from the property owner(s), if No above.	
<input type="checkbox"/> <b>L. FENCES IN WETLANDS, STREAMS, OR FLOODPLAINS</b> (No Sample Drawing available)					
<ul style="list-style-type: none"> <li>• Provide an overall site plan showing the proposed fencing through wetlands, streams, or floodplains.</li> <li>• Provide drawing of fence profile showing the design, dimension, post spacing, board spacing, and distance from ground to bottom of fence.</li> </ul>					
(check all that apply) <input type="checkbox"/> wetlands <input type="checkbox"/> streams <input type="checkbox"/> floodplains			Total length (ft) of fence through wetlands      streams      floodplains		Fence height (ft)
					Fence type and material
<input type="checkbox"/> <b>M. OTHER</b> - e.g., structure removal or construction, breakwater, aerator, fish shelter, and structural foundations in wetlands or floodplains					
<b>11 EXPANSION OF AN EXISTING OR CONSTRUCTION OF A NEW LAKE OR POND</b> (See Sample Drawings 4 and 15)					
Which best describes your proposed waterbody use (check all that apply)					
<input type="checkbox"/> wildlife <input type="checkbox"/> stormwater retention basin <input type="checkbox"/> recreation <input type="checkbox"/> wastewater basin <input type="checkbox"/> other					
Water source for lake/pond					
<input type="checkbox"/> groundwater <input type="checkbox"/> natural springs <input type="checkbox"/> Inland Lake or Stream <input type="checkbox"/> stormwater runoff <input type="checkbox"/> pump <input type="checkbox"/> sewage <input type="checkbox"/> other					
Location of the lake/basin/pond <input type="checkbox"/> floodplain <input type="checkbox"/> wetland <input type="checkbox"/> upland					
Maximum dimensions (ft) length      width      depth			Spoils will be placed <input type="checkbox"/> onsite <input type="checkbox"/> offsite outside of wetland and floodplain <input type="checkbox"/> other		
Maximum Area: <input type="checkbox"/> acres <input type="checkbox"/> sq ft			<ul style="list-style-type: none"> <li>➔ Provide a Detailed Disposal Area Site Plan with location map, address and disposal dimensions</li> <li>➔ Provide a Letter of Authorization from off site disposal site owner</li> <li>➔ Provide elevations and cross sections for outlets and/or emergency. Complete Section 10J,</li> </ul>		
Will project involve construction of a dam, dike, outlet control structure, or spillway? <input type="checkbox"/> No <input type="checkbox"/> Yes (If Yes, complete Section 17)					
<b>12 ACTIVITIES THAT MAY IMPACT WETLANDS</b> (See Sample Drawings 8 & 9, and complete sections 10 A and 10 B for dredge or excavation as applicable)					
<ul style="list-style-type: none"> <li>• For information on the MDEQ's Wetland Identification Program (WIP) visit <a href="http://www.michigan.gov/deqwetlands">www.michigan.gov/deqwetlands</a> or call 517-373-1170.</li> <li>• Complete the wetland dredge and wetland fill dimension information below for each impacted wetland area. ➔ Attach tables for multiple impact areas or activities</li> <li>• Label the impacted wetland areas on a site plan, drawn to scale or with dimensions. ➔ Attach at least one cross-section for each wetland dredge and/or fill area.</li> <li>• If dredge/excavation material will be disposed of on site, show the location on site plan and include soil erosion and sedimentation control measures.</li> </ul>					
(check all that apply) <input type="checkbox"/> fill (Section 10A) <input type="checkbox"/> dredge or excavation (Section 10B) <input type="checkbox"/> boardwalk or deck (Section 10I) <input type="checkbox"/> dewatering <input type="checkbox"/> fences (Section 10L) <input type="checkbox"/> bridges and culverts (Section 14) <input type="checkbox"/> draining surface water <input type="checkbox"/> stormwater discharge <input type="checkbox"/> restoration <input type="checkbox"/> other					
wetland dredge/excavation dimensions	maximum length (ft)	maximum width (ft)	dredge/excavation area <input type="checkbox"/> acres <input type="checkbox"/> sq ft	average depth (ft)	dredge volume (cu yd)
wetland fill dimensions	maximum length (ft)	maximum width (ft)	fill area <input type="checkbox"/> acres <input type="checkbox"/> sq ft	average depth (ft)	fill volume (cu yd)
Total wetland dredge/excavation area <input type="checkbox"/> acres <input type="checkbox"/> sq ft		Total wetland dredge/excavation volume (cu yd)		Total wetland fill area <input type="checkbox"/> acres <input type="checkbox"/> sq ft	
Total wetland fill volume (cu yd)					
The proposed project will be serviced by: <input type="checkbox"/> public sewer <input type="checkbox"/> private septic system ➔ Show system on plans			If septic system, has an application for a permit been made to the County Health Department? <input type="checkbox"/> No <input type="checkbox"/> Yes		If Yes, has a permit been issued? <input type="checkbox"/> No <input type="checkbox"/> Yes ➔ Provide a copy.
Has a professional wetland delineation been conducted for this parcel? <input type="checkbox"/> No <input type="checkbox"/> Yes ➔ Provide a copy of the delineation. ➔ Supply data sheets.				Applicant purchased property <input type="checkbox"/> before OR <input type="checkbox"/> after October 1, 1980.	
Is there a recorded MDEQ easement on the property? <input type="checkbox"/> No <input type="checkbox"/> Yes If Yes, provide the easement number)					
Has the MDEQ conducted a wetland assessment for this parcel? <input type="checkbox"/> No <input type="checkbox"/> Yes ➔ If Yes, provide a copy of assessment or WIP number:					
Describe the wetland impacts, the proposed use or development, and any alternatives considered:					
Does the project impact more than 1/3 acre of wetland? <input type="checkbox"/> No <input type="checkbox"/> Yes ➔ If Yes, submit a Mitigation Plan that includes the type and amount of mitigation proposed. For more information go to <a href="http://www.michigan.gov/deqwetlands">www.michigan.gov/deqwetlands</a>					
Describe how impacts to waters of the United States will be avoided and minimized:					
Describe how impact to waters of the United States will be compensated. OR Explain why compensatory mitigation should not be required for the proposed impacts.					
Is any grading or mechanized land clearing proposed? <input type="checkbox"/> No <input type="checkbox"/> Yes ➔ Show locations on submitted site plan.			Has any of the proposed grading or mechanized land clearing been completed? <input type="checkbox"/> No <input type="checkbox"/> Yes ➔ Show labeled locations on site plan.		



**13 FLOODPLAIN ACTIVITIES** (See Sample Drawing 5. Others may apply.) For more information go to [www.michigan.gov/deq/floodplainmanagement](http://www.michigan.gov/deq/floodplainmanagement)

- Complete Sections 10 A and 10 B and other Sections, as applicable.
- A hydraulic analysis or hydrologic analysis may be required to fully assess floodplain impacts. ➔ Attach hydraulic calculations.
- ➔ Attach additional sheets or tables 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)
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**14 BRIDGES AND CULVERTS** (Including Foot and Cart Bridges) (See Sample Drawings 5, 14A, 14B, 14C, 14D, and EZ Guides)

- Provide detailed site-specific drawings of existing and proposed Plan and Elevation 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. Is Certification Language attached?  No  Yes
- ➔ Attach additional sheets and table with the requested information for multiple crossings. Include hydraulic calculations.

		Existing	Proposed			Existing	Proposed
Culvert type (box, circular, arch) and material (corrugated metal, timber, concrete, etc.)				Bridge span (length perpendicular to stream) OR culvert <input type="checkbox"/> width <input type="checkbox"/> diameter (ft)			
Bridge type (concrete box beam, timber, concrete I-beam, etc.)				Bridge width (parallel to stream) OR culvert length (ft)			
Entrance design (projecting, mitered, wingwalls, etc.)				Bridge rise (from bottom of beam to streambed) OR Culvert rise (fill from top of culvert to streambed) (ft)			
Total structure waterway opening above streambed (sq ft)				Approach slope fill from existing grade to culvert or bridge			
<input type="checkbox"/> elevation of culvert crown	Upstream			Higher elevation of <input type="checkbox"/> culvert invert OR <input type="checkbox"/> streambed within culvert (ft)	Upstream		
<input type="checkbox"/> bottom of bridge beam (ft)	Downstream				Downstream		
Elevation of road grade at structure (ft)				Distance from low point of road to mid-point of bridge crossing (ft)			
Elevation of low point in road (ft)							
Cross-sectional area of primary channel (sq ft) (See Sample Drawing 14C)			Average stream width at OHWM outside the influence of the structure (ft)		Upstream		Downstream
Reference datum used (show on plans with description) <input type="checkbox"/> NGVD 29 <input type="checkbox"/> NAVD 88 <input type="checkbox"/> IGLD 85 (Great Lakes coastal areas) <input type="checkbox"/> other							

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? <input type="checkbox"/> No <input type="checkbox"/> Yes	Length of channel to be abandoned (ft)	Volume of fill (cu yds)
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If an enclosed structure is proposed, check type  concrete  corrugated metal  plastic  other

Dimensions of the structure: diameter \_\_\_\_\_ length \_\_\_\_\_ volume of fill \_\_\_\_\_

Will spoils be disposed of on site?  No  Yes ➔ Show location of spoils on site plan if spoils disposed of on an upland area.)

Water elevation \_\_\_\_\_ Reference datum used  NGVD 29  NAVD 88  IGLD 85 (Great Lakes coastal areas)  other

➔ Show elevation on plans with description.



16 DRAWDOWN OF AN IMPOUNDMENT

- If wetlands will be impacted, also complete Section 12.

Type of drawdown [ ] over winter [ ] temporary [ ] one-time event [ ] annual event [ ] permanent (dam removal) [ ] other

Reason for drawdown

Has there been a previous drawdown? [ ] No [ ] Yes (If Yes, provide date (M/D/Y) / / Previous MDEQ permit number, if known

Does waterbody have established legal lake level? [ ] No [ ] Yes [ ] 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 structure to be used [ ] surface [ ] bottom [ ] mid-depth Impoundment area at normal water level (acres) Sediment depth behind impoundment discharge structure (ft)

17 DAM, EMBANKMENT, DIKE, SPILLWAY, OR CONTROL STRUCTURE ACTIVITIES (See Sample Drawing 15)

- For more information go to www.michigan.gov/deqdamsafety
If wetlands will be impacted, also complete Section 12.
Attach site-specific conceptual plans for construction of a new dam, reconstruction of a failed dam, or enlargement of an existing dam 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 dam repair, dam alteration, dam abandonment, or dam removal.

Which one best describes your project? [ ] new dam construction [ ] reconstruction of a failed dam [ ] enlargement of an existing dam [ ] dam repair [ ] dam alteration [ ] dam abandonment [ ] dam removal [ ] other

Dam ID Number If known Type of outlet discharge structure [ ] surface [ ] bottom [ ] mid depth Will proposed activities require a drawdown of the waterbody to complete the work? [ ] No [ ] Yes (If Yes, also complete Section 16)

Riprap Volume (cu yd) Dredging/excavation Volume (cu yd) Fill volume (cu yd) Does structure allow complete drainage of waterbody? [ ] No [ ] Yes

Benchmark elevation (ft) Datum used [ ] Local [ ] NGVD 29 [ ] other Describe benchmark and show on plans

Have you engaged the services of a Licensed Professional Engineer? [ ] No [ ] Yes If Yes, provide name, registration number, and mailing address. Name Registration Number Mailing Address

Will a water diversion during construction be required? [ ] No [ ] Yes If Yes, describe how the stream flow will be controlled through the dam construction area during the proposed project activities:

COMPLETE THE FOLLOWING FOR A NEW DAM, RECONSTRUCTION OF A FAILED DAM, OR ENLARGEMENT OF AN EXISTING DAM

Describe the type of dam and how you will design the dam and embankment to control seepage through and underneath the dam.

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 slopes Upstream (vertical / horizontal) Downstream

Proposed normal pool elevation (ft) Impoundment flood elevation (ft) Maximum vertical drawdown capability (ft) (Attach operational procedure of the proposed structure, if available)

Have soil borings been taken at dam location? [ ] No [ ] Yes If Yes, attach results. Will a cold water underspill be provided? [ ] No [ ] Yes If Yes, invert elevation (ft) Do you have flowage rights to all proposed flooded property at the design flood elevation? [ ] No [ ] Yes

18 UTILITY CROSSINGS (See Sample Drawings 12 and 13, and EZ Guide)

- If side casting is required, complete Sections 10A and 10B. If spoils will be placed in wetlands or wetlands may be impacted, complete Section 12.
Attach additional sheets or tables with the requested information as needed for multiple crossings.

What method will be used to construct the crossings? [ ] flume [ ] plow [ ] open trench [ ] jack and bore [ ] directional drilling Crossing of [ ] Inland Lake or Stream [ ] floodplain [ ] international waters [ ] wetlands (also complete Section 12)

Table with 7 columns: Type, Number of wetland crossings, Number of inland lake or stream crossings, Pipe diameter (in), Pipe length per crossing (ft), Distance below streambed or wetland (in), Trench width (ft). Rows include sanitary sewer, storm sewer, watermain, cable, and oil/gas pipeline.



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

- For more information go to [www.michigan.gov/deqmarinas](http://www.michigan.gov/deqmarinas)
- Marinas located on 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. If a conveyance is necessary, an application must be submitted before the Joint Permit Application can be determined complete.
- ➔ 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.

Marina owner			Marina name		
Mailing address			Location street address		
City	State	Zip Code	City	State	Zip Code
Marina owner's daytime telephone number with area code - -			Marina's daytime telephone number with area code - -		
Check the reasons for submitting this application <input type="checkbox"/> Owner's name change/transfer <input type="checkbox"/> Construction of a new marina <input type="checkbox"/> Issuance of a new Marina Operating Permit <input type="checkbox"/> Expansion/modification of an existing marina <input type="checkbox"/> Renewal of a Marina Operating Permit			Current Marina Operating Permit Number (M/D/Y)		Expiration Date / /
	Existing	Proposed		Existing	Proposed
Number of boat slips/wells (do not include broadside)			Are sanitary pump-out facilities available?	<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> Yes
Lineal feet of broadside dockage			Number of launch ramps/lanes		
Number of mooring buoys			Maximum number of boats at broadside		

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

- For more information go to [www.michigan.gov/deqsanddunes](http://www.michigan.gov/deqsanddunes)
- Construction in critical dune areas on slopes greater than a 1-foot vertical rise in a 3-foot horizontal plane (33 percent) is 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.
- 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.
- ➔ Construction in critical dune areas requires inclusion of 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 any proposed tree or vegetation removal complies with instructions of the local Soil Conservation District.

Parcel dimensions (ft) width                      depth	Property is a <input type="checkbox"/> platted lot <input type="checkbox"/> unplatted parcel	Year current property boundaries created	Date project staked (M/D/Y) / /
Type of construction activities <input type="checkbox"/> home <input type="checkbox"/> garage <input type="checkbox"/> driveway <input type="checkbox"/> septic <input type="checkbox"/> addition <input type="checkbox"/> renovation <input type="checkbox"/> other			
The proposed project will be serviced by <input type="checkbox"/> public sewer <input type="checkbox"/> private septic system ➔ If septic system, show septic system on plans.	If septic system, has application been made to the County Health Department for a permit? <input type="checkbox"/> No <input type="checkbox"/> Yes If Yes, has a permit been issued? <input type="checkbox"/> No <input type="checkbox"/> Yes	If Yes, critical dune projects require County Health Department approval submitted with application. ➔ Attach Written Assurance(s).	Number of individual living-units in proposed building
Existing construction is on <input type="checkbox"/> pilings <input type="checkbox"/> basement <input type="checkbox"/> concrete slab <input type="checkbox"/> crawl space	Proposed new construction will be on <input type="checkbox"/> pilings <input type="checkbox"/> basement <input type="checkbox"/> concrete slab <input type="checkbox"/> crawl space		
Existing construction material above foundation wall <input type="checkbox"/> stud frame <input type="checkbox"/> log <input type="checkbox"/> block <input type="checkbox"/> other	Proposed new construction material above foundation wall <input type="checkbox"/> stud frame <input type="checkbox"/> log <input type="checkbox"/> block <input type="checkbox"/> other		
Existing siding material <input type="checkbox"/> wood <input type="checkbox"/> vinyl <input type="checkbox"/> block <input type="checkbox"/> other	Proposed new siding material <input type="checkbox"/> wood <input type="checkbox"/> vinyl <input type="checkbox"/> block <input type="checkbox"/> other		
Area of the existing foundation, excluding attached garage (sq ft)	Area of the proposed foundation, excluding attached garage (sq ft)		
Area of the existing garage foundation (sq ft)	Area of the proposed garage foundation (sq ft)		
If renovating or restoring existing structure, renovation or restoration cost \$	Current structure replacement value \$	Tax assessed value of existing structure excluding land value \$	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.
- ➔ Attach a detailed site plan for any alteration in a designated environmental area.

(Check all that apply)	<input type="checkbox"/> placement of structures	<input type="checkbox"/> grading or other soil alteration	<input type="checkbox"/> alteration of natural drainage
	<input type="checkbox"/> alteration of vegetation	<input type="checkbox"/> other	