



NMS Online Web Inquiry System

(Version 1.1)

User Guide

Presented to:

State of Michigan

Department of Environmental Quality

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1 Introduction

The Michigan Department of Environmental Quality (MDEQ) has developed an Internet-based electronic viewing and searching system for the National Pollutant Discharge Elimination System (NPDES) Permits processed and issued by the Department. Specifically, the MDEQ is interested in a one-stop web-based application for accessing the most-updated NPDES Permitting Data managed by the State of Michigan. It is the MDEQ's goal that the public user with internet access will be able to view information that can be requested under the Freedom of Information Act (FOI):

- Issued Permit Information (Permit number, issued date, etc.)
- Issued Permit Document
- Facility Data (location, ownership, SIC/NAICS, etc)

The search will be based on specific search criteria (i.e. permit type, county, district, etc.) entered by the user.

In addition to publishing the most-updated data on the NPDES Permits issued, the NMS Online Web Inquiry System (OWIS) will also provide most-updated public notice information. When a draft permit is placed on "public notice" in NMS, the draft permit information along with the following associated documents (in downloadable PDF format) will be made available to the public via the NMS Online Web Inquiry System at schedule frequency:

- Public Notice Letter
- Draft Permit Document
- Submitted NPDES application
- Permit Fact Sheet
- Antidegradation Demonstration or Cooperative Agreement

It is envisioned that the OWIS will be accomplished as follows:

- Allow the public user to locate the desired NPDES permit information via searchable criteria
- Implementation of "Public Notice Permit Web Page" that lists all permits currently in public notice period.
- Publish the most updated NPDES permit information (with associated documents) online from NMS database
- Provide the regulated facilities and the general public with a fast, easy, and efficient way of retrieving NPDES Permit information online – a valued-added service from the State of Michigan to the regulated community and general public.
- Save MDEQ resources involved in the NPDES permit information requests under the Freedom of Information Act by allowing the general public to retrieve information online.

2 System Options Offered by OWIS

The OWIS allows the users to search the NPDES information managed by the State of Michigan via the following:

- Permits on Public Notice
- NPDES Permit Information
- Recently Issued Permits
- Facility Information

Once the MDEQ has published permitting information from Michigan's State System to OWIS, each of these categories can be searched via an individual search page accessible from the Navigation Panel or the OWIS Home Page. The functionality of each of these pages is described in detail in the sections below. To begin searching, point your web browser to the OWIS home page.

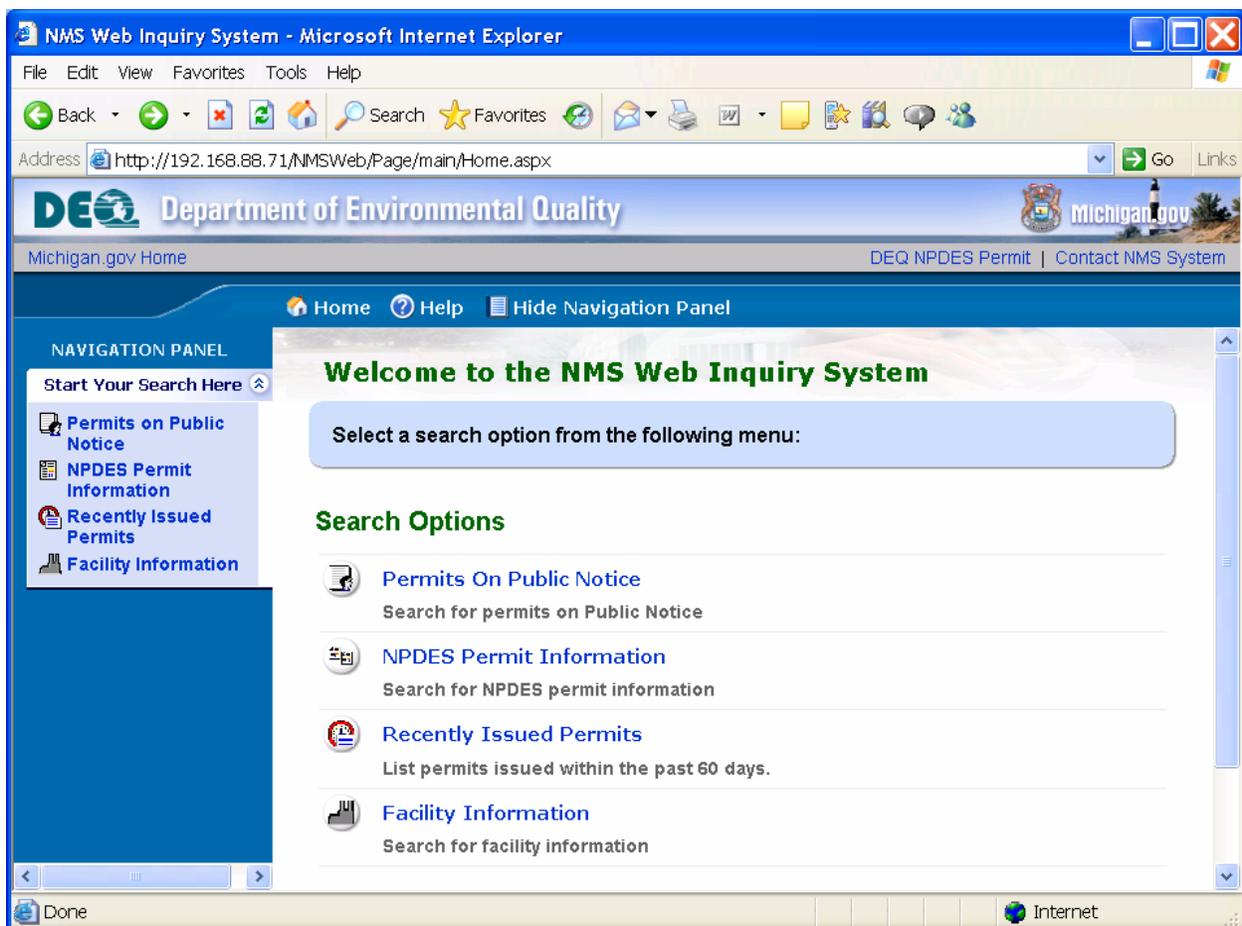


Figure 1: OWIS Home Page

3 Permit on Public Notice Web Page

To access the Permits on Public Notice web page, click the link on the Home Page or the Navigation Panel as shown below:

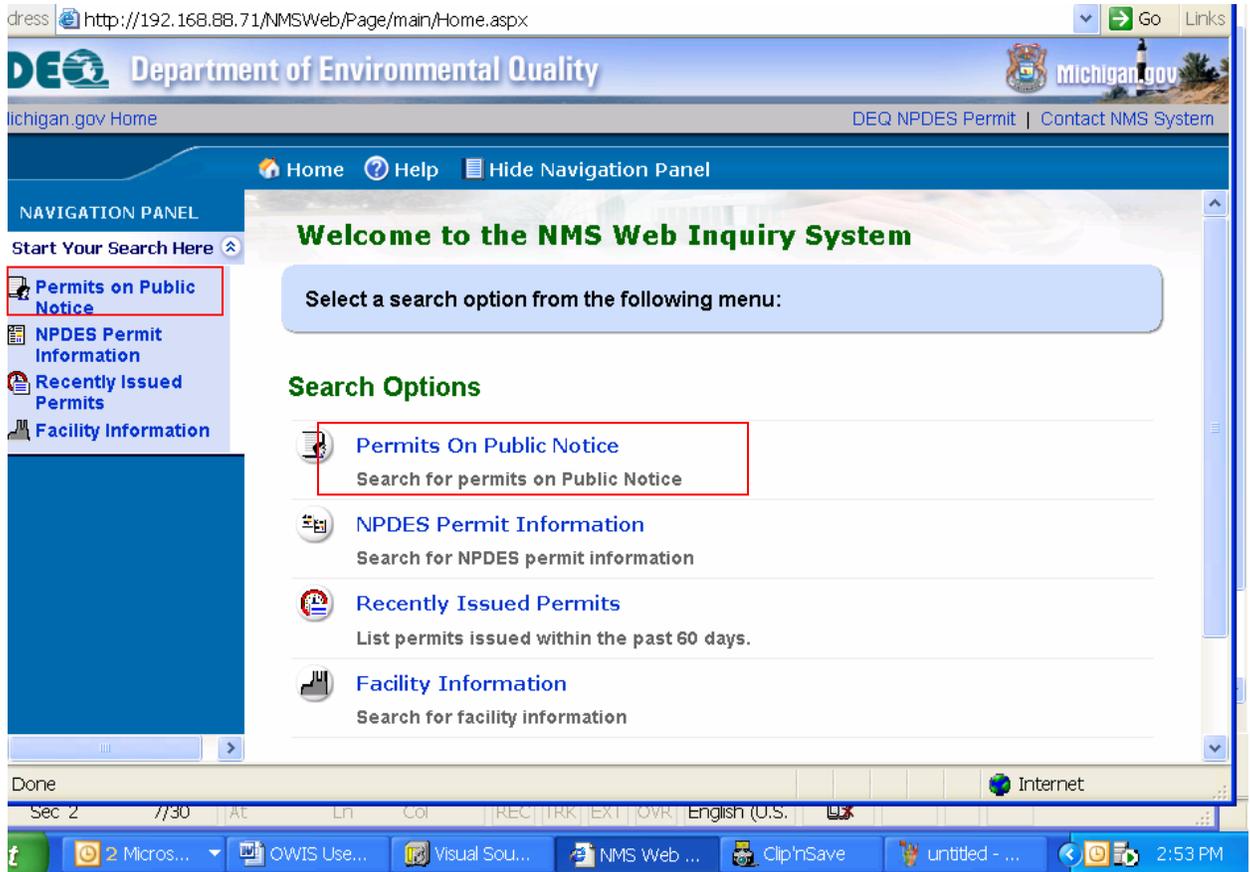


Figure 2: Accessing Permits on Public Notice

3.1 Public Notice Search Criteria

To search for Permits currently on public notice, enter the desired search criteria. You may narrow your search by applying more than one criteria to your search, including

- Permitting Program
- Permit Type
- Category
- Public Notice Date
- Permit Number
- Facility Name
- County
- Hydrological Unit Name
- Action

Once you have selected which search criteria you wish to use, click on the “Search” button in the lower right hand corner of the screen to generate search results.

The screenshot displays the DEQ website's search interface. The browser address bar shows the URL: <http://192.168.88.71/NMSWeb/Page/main/Home.aspx>. The page header includes the DEQ logo and the text "Department of Environmental Quality" and "Michigan.gov". A navigation panel on the left lists: "Permits on Public Notice", "NPDES Permit Information", "Recently Issued Permits", and "Facility Information". The main content area is titled "General Search Criteria" and contains the following fields:

- Permitting Program: A dropdown menu.
- Permit Type: A dropdown menu.
- Category: A dropdown menu.
- Public Notice Date: (MM/DD/YYYY) with "From" and "To" date pickers.
- Permit Number: A text input field.

The bottom of the page shows a Windows taskbar with the time 3:04 PM and several open applications including "OWIS Use...", "Visual Sou...", "NMS Web ...", and "Clip'nSave".

Figure 3: Public Notice Search Criteria

If you wish to review Groundwater (GW) Permits, NPDES Individual Permits (IP), or NPDES Certificates of Coverage (COC) that are on public notice, first select the “Permitting Program,” then use the “Permit Type” drop down box and select the permit type in which you are interested.

The screenshot shows a web form with three dropdown menus. The first menu, labeled 'Permitting Program', has 'NPDES' selected. The second menu, labeled 'Permit Type', has 'COC' selected. The third menu, labeled 'Category', has 'Biosolids' selected.

Figure 4: Permitting Program, Type and Category

3.2 Generated Public Notice Search Result

This page displays the results for the criteria given on the search page. After the Public Notice End Date has passed, the record will no longer be displayed on this screen.

The screenshot shows the DEQ NPDES Permit search results page. The page header includes the DEQ logo and 'Department of Environmental Quality'. The navigation panel on the left lists 'Permits on Public Notice', 'NPDES Permit Information', 'Recently Issued Permits', and 'Facility Information'. The main content area is titled 'Public Notice Search Results' and contains a table of permits currently on public notice. Below the table is an 'Export to Excel' button.

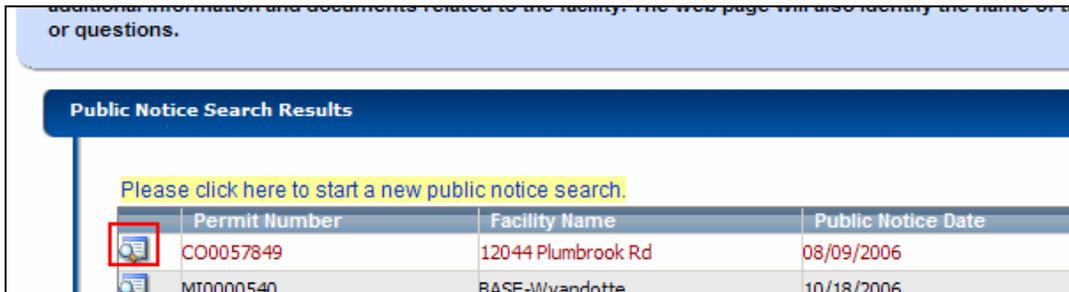
Permit Number	Designated Facility Name	Public Notice Date	Public Notice End Date	County
MIG080210	Berrien Co Station-Galien	02/13/2007	02/28/2007	Berrien
MIG960050	Nashville WWTP	02/06/2007	02/21/2007	Barry
MIG010004	Zwemmer Dairy-CAFO	02/06/2007	02/21/2007	Huron

Figure 5: Public Notice Search Results

Only basic information for each Public Notice is displayed. This includes:

- Permit Number
- Facility Name
- Public Notice Start Date
- Public Notice End Date
- County

Clicking on the icon to the left of an entry will bring up the Details page for that public notice. (See section 2.3 for information on the Details page)



additional information and documents related to the facility. The web page will also identify the name of the facility or questions.

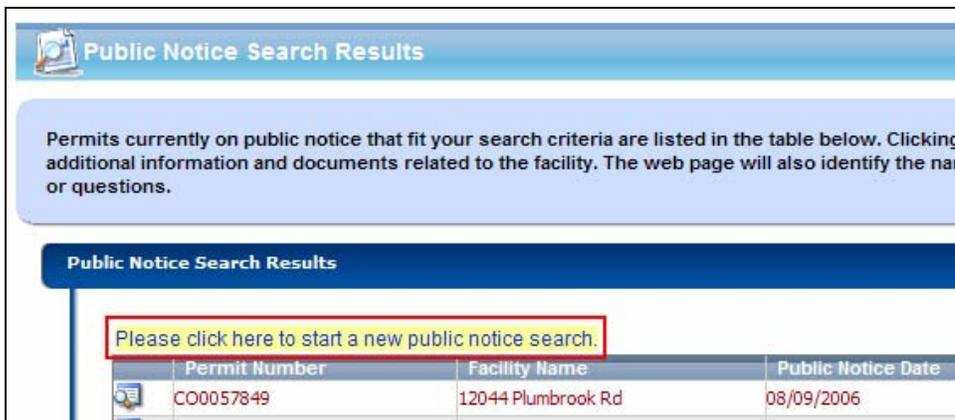
Public Notice Search Results

Please click here to start a new public notice search.

	Permit Number	Facility Name	Public Notice Date
	CO0057849	12044 Plumbrook Rd	08/09/2006
	MT0000540	BASE-Wyandotte	10/18/2006

Figure 6: Accessing Public Notice Details

If no search results or undesired results are returned, click on the link to return to the Search Criteria page. Do not use the browser's Back button.



Public Notice Search Results

Permits currently on public notice that fit your search criteria are listed in the table below. Clicking additional information and documents related to the facility. The web page will also identify the name of the facility or questions.

Public Notice Search Results

Please click here to start a new public notice search.

	Permit Number	Facility Name	Public Notice Date
	CO0057849	12044 Plumbrook Rd	08/09/2006

Figure 7: Returning to Public Notice Search Criteria

3.3 Public Notice Details

This screen displays the details for the selected permit. Information on the Public Notice is displayed at the top including

- Permittee Name
- Permit Number
- Permit Program
- Permit Type
- Category
- Supplication Action
- Notice Date
- Notice End Date
- Permit Processor
- Permit Processor Phone

Information on the associated facility is also displayed. This includes

- Designated Name
- Facility Location Name
- Address
- County
- Hydrologic Unit Name
- Receiving Water
- Ownership
- Latitude
- Longitude
- Wastewater Type

Public Notice Information

Permittee Name: BASF Corporation
 Permit Number: MI0000540
 Permit Program: NPDES
 Permit Type: Individual Permit
 Category:
 Supplication Action:
 Notice Date: 8/9/2006
 Notice End Date: 12/8/2006
 Permit Processor: [Alec Malvetis](#)

Facility Information

Designated Name: BASF-Wyandotte
 Facility Location Name: BASF Corporation, Wyandotte, North Works,
 Address: 1609 Biddle Avenue
 Wyandotte, MI, 481923799
 County: Wayne
 Hydrologic Unit Name: Detroit
 Receiving Water: Trenton Channel of the Detroit River
 Ownership: Private
 Latitude: 42.223290
 Longitude: -83.149330
 Wastewater Type: [groundwater seepage, noncontact cooling water, process wastewater, steam condensate, storm water](#)

[Map It](#)

Public Notice Documents

Document Name	File Name	Description
Application File	BASF Corp App1 4-19-04.pdf	
Application File	BASF Corp App2 4-19-04.pdf	
Application File	_1029113426_001.pdf	

Figure 8: Public Notice Details

Clicking on the ‘Map It’ button will open Michigan’s Department of Information Technology web site and display a map of the facility location, based on the Latitude and Longitude of the facility.

County:	Wayne
Hydrologic Unit Name:	Detroit
Receiving Water:	Trenton Channel of the Detroit River
Ownership:	Private
Latitude:	42.223290
Longitude:	-83.149330
Wastewater Type:	groundwater seepage, noncontact cooling water, process w



Figure 9: The ‘Map It’ Button

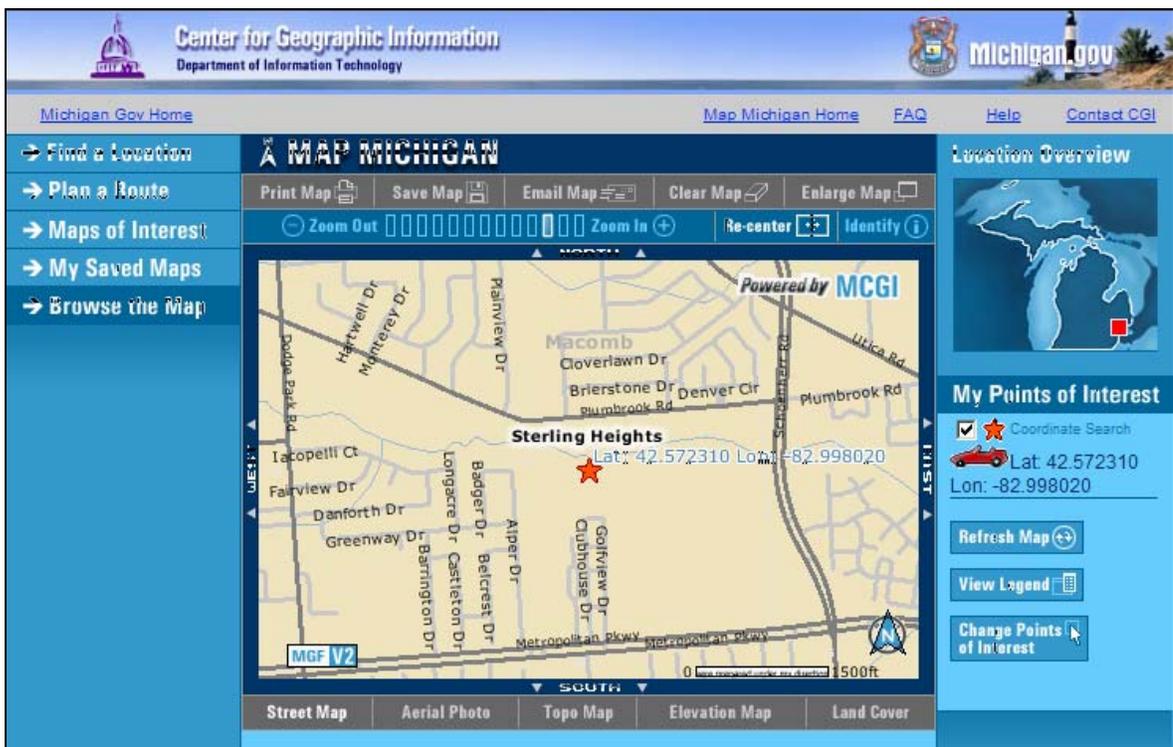


Figure 10: Department of Information Technology Map

At the bottom of the page, links to any documents associated with the Public Notice are displayed. Clicking the icon to the left of an entry will open the document.

Public Notice Documents			
	Document Name	File Name	Description
	Application File	BASF Corp App1 4-19-04.pdf	
	Application File	BASF Corp App2 4-19-04.pdf	
	Application File	_1029113426_001.pdf	

Figure 11: Accessing Public Notice Documents

4 NPDES Permit Information Web Page

To access the NPDES Permit Information web page, click the link on the Home Page or the Navigation Panel:

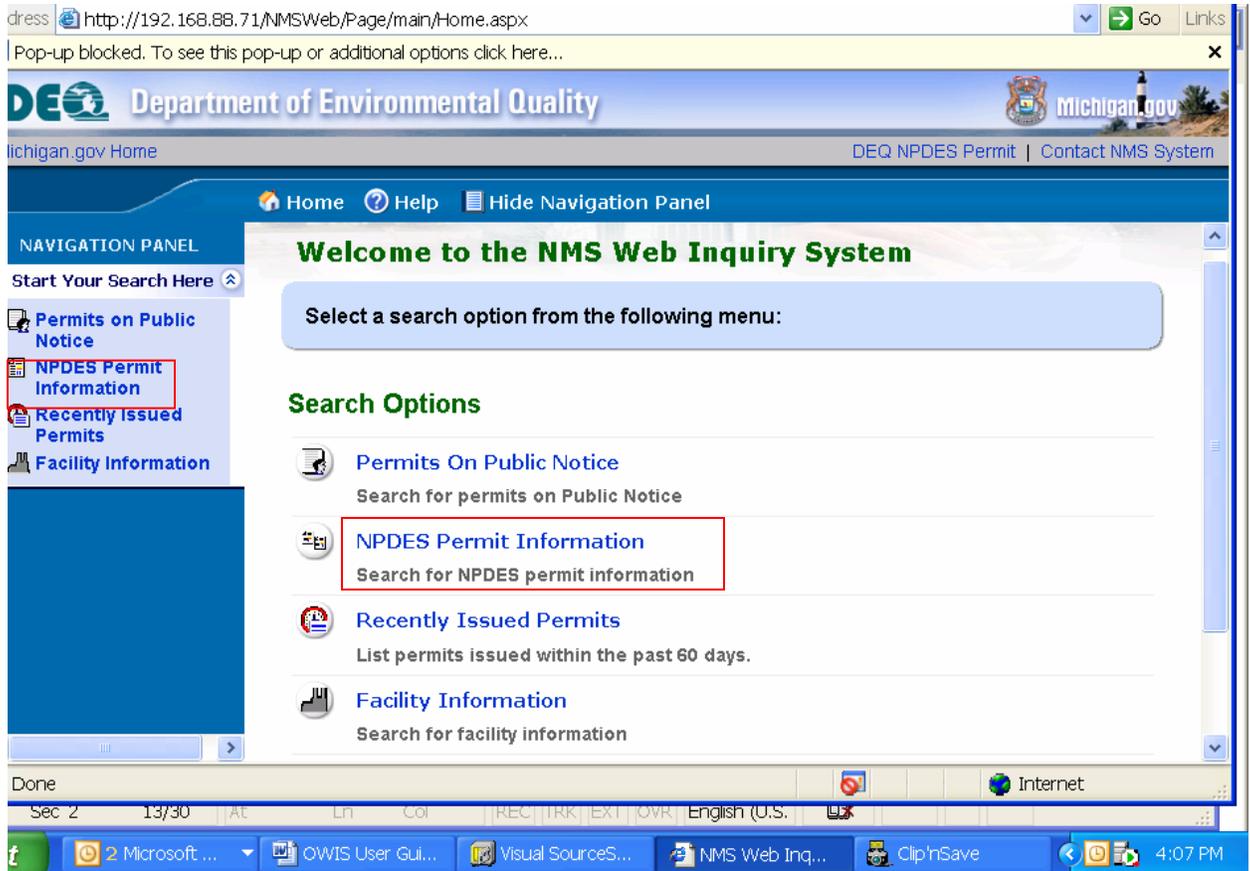


Figure 12: Accessing NPDES Permit Information

4.1 NPDES Permit Information Search Criteria

To search for NPDES Permit Information, enter the desired search criteria. You may narrow your search by applying several criteria to your search including:

- Designated Name
- Permit Number
- Major Flag
- Issued Date
- Effective Date
- Expiration Date
- District
- County.

Once all criteria have been entered, click on the “Search” button to generate search results.



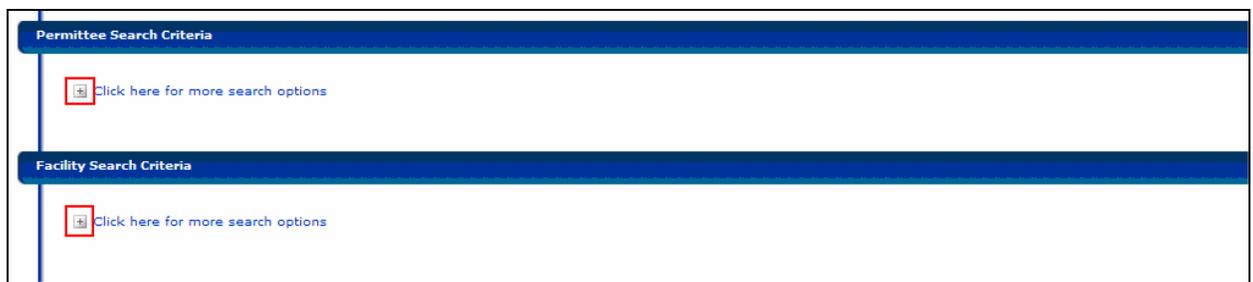
The screenshot shows a web form titled "General Search Criteria" with the following fields:

- Designated Name:
- Permit Number:
- Major Flag:
- Issued Date: (MM/DD/YYYY)
- Effective Date: (MM/DD/YYYY)
- Expiration Date: (MM/DD/YYYY)
- District:
- County:

Below the "General Search Criteria" section are two sections: "Permittee Search Criteria" and "Facility Search Criteria", each with a link: [Click here for more search options](#). A "Search" button is located at the bottom right of the form.

Figure 13: NPDES Permit Information Search Criteria

To include information on the permittee or facility in the search criteria, click the button to the left of the text ‘Click here for more options’, and enter the desired criteria.



The screenshot shows the "Permittee Search Criteria" and "Facility Search Criteria" sections. Each section has a link: [Click here for more search options](#). The link in the "Permittee Search Criteria" section is highlighted with a red box.

Figure 14: Accessing More Search Options

The screenshot shows a web form titled "Permittee Search Criteria" with a blue header. Below the header is a link: "Click here for more search options". The form contains several input fields: "First Name" and "Last Name" (text boxes), "Address 1" and "Address 2" (text boxes), "City" (a dropdown menu) and "Zip Code" (text box).

Figure 15: Permittee Search Criteria

Available criteria for the Permittee include:

- Permittee Name
- Address 1
- Address 2
- City
- Zip Code

The screenshot shows a web form titled "Facility Search Criteria" with a blue header. Below the header is a link: "Click here for more search options". The form contains several input fields: "Facility Location Name 1", "Facility Location Name 2", and "Facility Location Name 3" (text boxes), "Location Address 1" and "Location Address 2" (text boxes), "Location City (per state hwy map)" (a dropdown menu) and "Location Zip Code" (text box). Below these are radio buttons for "Please choose input format type": "Degree Decimal" (selected) and "Degree, Minute, Seconds". At the bottom are "Latitude" and "Longitude" (text boxes) and a "hydrologic unit name" (dropdown menu).

Figure 16: Additional Permittee Search Criteria

Available criteria for the facility include:

- Facility Location Name (1-4)
- Location Address (1&2)
- Location City
- Location Zip Code
- Latitude
- Longitude
- Hydrologic Unit Name.

Once all criteria have been entered, click the “Search” button to generate search results.

4.2 Generated NPDES Permit Search Result

This page displays the results for the criteria given on the search page. Clicking the ‘Export to Excel’ button will generate an Excel worksheet which contains all search results (not just those displayed on the current page). To return to the Search Criteria page, use the browser’s Back button.

The screenshot shows a web interface titled "NPDES Permit Search Result". It includes a header with a search icon and a blue bar with the text: "The permit relating to your search criteria is provided in the table below. Clicking on the icon to the left of the permit number will direct you to a web page with additional information and documents related to the facility. The web page will also identify the name of the permit processor, who may be contacted if you wish to submit comments or questions." Below this is a table titled "NPDES Search Result" with the following data:

Designated Name	Permit Number	Issued Date	Effective Date	Expiration Date
FedEx Freight East-Troy	MIS111263	09/24/2002	04/01/2006	09/24/2002
Mich Brick-Corunna	MI0047333	10/01/2001	10/01/2006	06/29/2001
S D Warren Co	MI0001210	08/01/2003	10/01/2007	05/01/2003
Dr Pepper/Seven Up-Propak	MI0055581	11/01/2001	10/01/2006	07/31/2001
MDNR-Wolf Lake Fish Hatchery	MI0035734	05/01/2003	10/01/2007	02/12/2003
MDEQ-RRD-Ott/Story SF	MI0053309	10/01/2003	10/01/2007	06/18/2003
Niles WWTP	MI0023701	01/01/2004	10/01/2007	09/25/2003
Marathon Ashland Petro-Jackson	MI0045403	03/01/2003	10/01/2007	12/06/2002
Muskegon Co WWMS Metro WWTP	MI0027391	11/01/2003	10/01/2007	08/05/2003
US Gypsum Co	MI0002437	10/01/2003	10/01/2007	09/19/2003

At the bottom of the table, there is a pagination bar with numbers 1 through 10 and an ellipsis.

Figure 17: NPDES Permit Search Results

Only basic information for each NPDES Permit is displayed including:

- Designated Facility Name
- Permit Number
- Issued Date
- Effective Date
- Expiration Date

Clicking on the icon to the left of an entry will bring up the Details page for that NPDES Permit. (See section 3.3 for information on the Details page)

This is a close-up view of the table from Figure 17. A red box highlights the first row, which includes a small icon to the left of the permit number. The data for this row is:

Designated Name	Permit Number	Issued Date	Effective Date	Expiration Date
FedEx Freight East-Troy	MIS111263	09/24/2002	04/01/2006	09/24/2002
Mich Brick-Corunna	MI0047333	10/01/2001	10/01/2006	06/29/2001
S D Warren Co	MI0001210	08/01/2003	10/01/2007	05/01/2003
Dr Pepper/Seven Up-Propak	MI0055581	11/01/2001	10/01/2006	07/31/2001
MDNR-Wolf Lake Fish Hatchery	MI0035734	05/01/2003	10/01/2007	02/12/2003

Figure 18: Accessing Permit Details

4.3 NPDES Permit Details

The screen displays the details for the selected NPDES Permit. Facility information is displayed at the top including:

- Designated Facility Name
- Facility Location Name
- Address, County
- Hydrologic Unit Name
- Receiving Water
- Ownership, Latitude
- Longitude
- Hydrologic/Segment Unit Code

Permit information is displayed including:

- Permit Number
- Issued Date
- Effective Date
- Expiration Date
- Permittee Name
- Permittee Address(1&2)
- Permittee City
- Permittee Zip

Detail Information & Documents	
Facility Information	
Designated Name:	FedEx Freight East-Troy
Major Flag:	N
District:	Southeast Michigan
County:	
Facility Location Name 1:	FedEx Freight East, Incorporated
Facility Location Name 2:	Troy
Facility Name 3:	
Location Address 1:	205 Park Street
Location Address 2:	
Location City:	Troy
Location Zip Code:	48083
Latitude:	42.543890
Longitude:	-83.139440
Hydrologic/Segment Unit Code:	
Permit Information	
Permit Number:	MIS111263
Issue Date:	9/24/2002 12:00:00 AM
Effective Date:	4/1/2006 12:00:00 AM
Expiration Date:	9/24/2002 12:00:00 AM
Permittee Name:	
Permittee Address 1:	
Permittee Address 2:	PO Box 840
Permittee City:	Harrison
Permittee Zip:	72601
Permit Documents	
No associated documents can be displayed.	

Figure 19: NPDES Permit Details

If there are any documents associated with the NPDES Permit, they will be displayed at the bottom of the page. Clicking the icon to the left of an entry will open the document.

Permit Documents		
	Application File	BASF Corp App1 4-19-04.pdf
	Application File	BASF Corp App2 4-19-04.pdf
	Application File	_1029113426_001.pdf

Figure 20: Accessing NPDES Permit Documents

5 Recent Permits Web Page

To access the Recent Permits web page, click the link on the Home Page or the Navigation Panel:

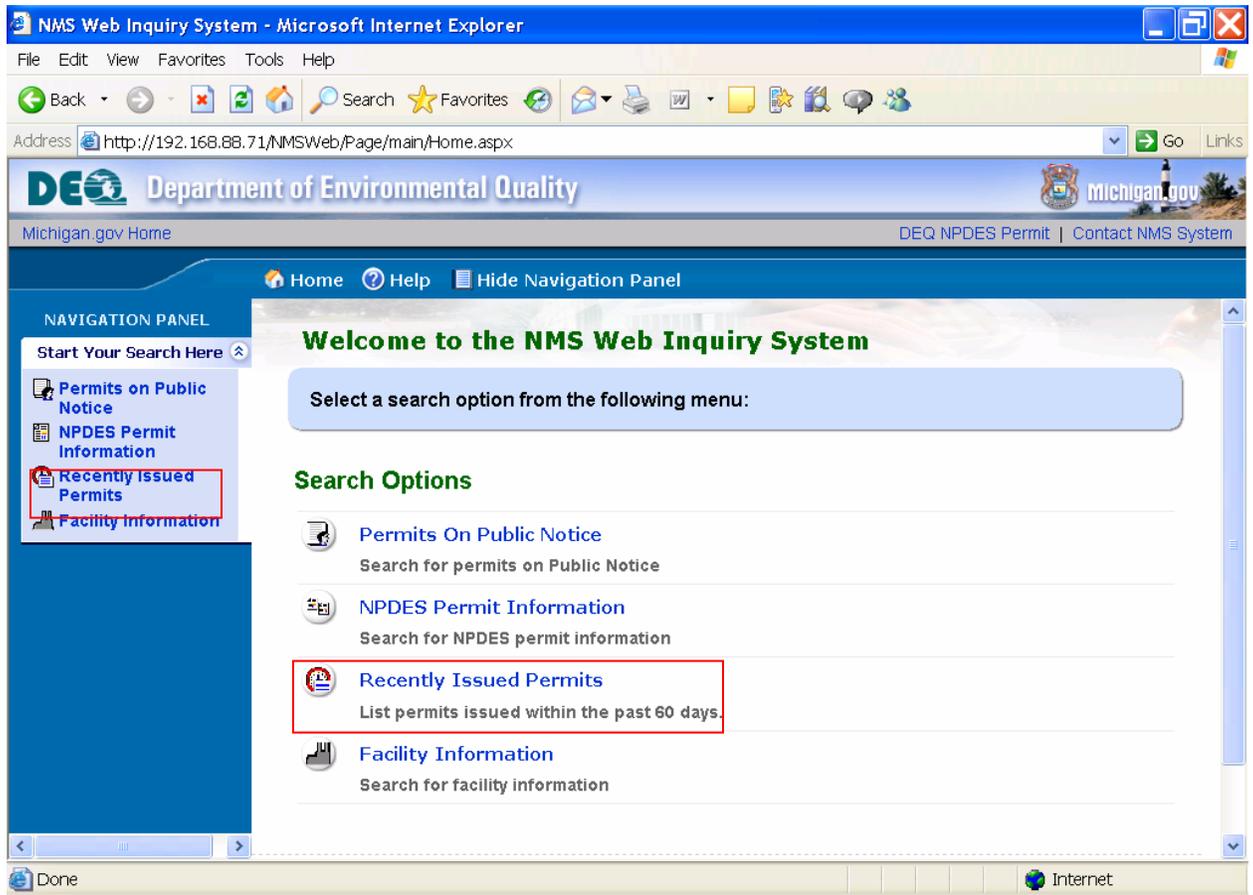


Figure 21: Accessing Recent Permits

5.1 Recent Permits Results

This page displays all permits issued within the past 60 days. This page does not allow searching of permits using specific criteria.

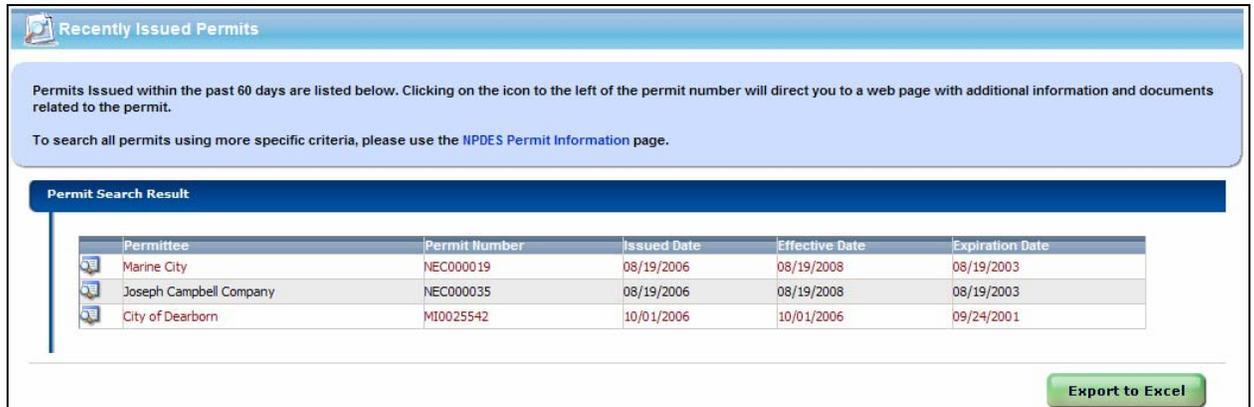


Figure 22: Recent Permit Results

To search all permits using specific criteria, click the link for the 'NPDES Permit Information' page.

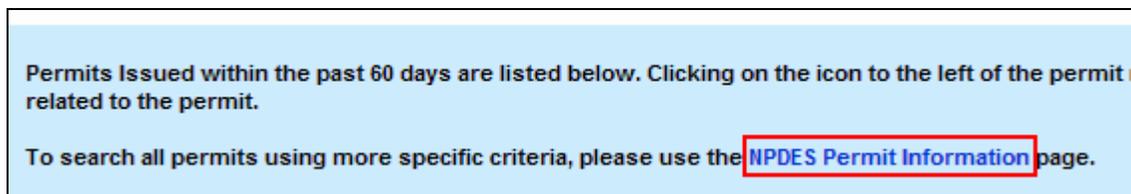


Figure 23: Accessing NPDES Permit Information

An 'Export to Excel' button is located on the lower-right hand side of the search results. Clicking this button will generate an Excel worksheet which contains all search results (not just those displayed on the current page).

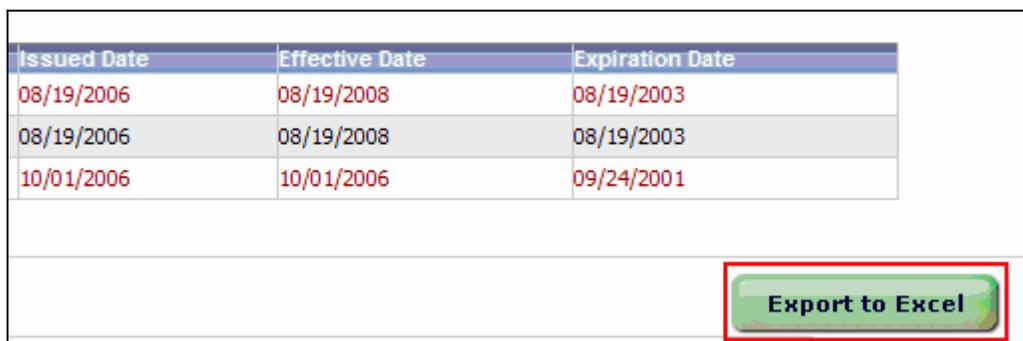


Figure 24: Exporting Results to Excel

After clicking the Export to Excel button, the following window will pop up:

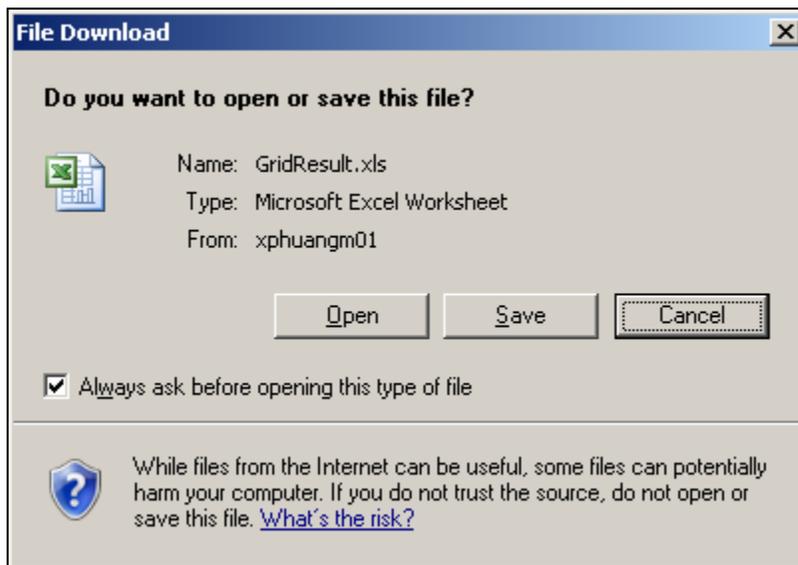


Figure 25: Opening Excel File Search Results

Click OPEN to view the file immediately or SAVE to store the Excel file on your hard drive for later viewing. Clicking CANCEL will result in no file being viewed or saved to disk.

Only basic information for each Permit is displayed. Clicking on the icon to the left of an entry will bring up the Details page for that Permit. (See section 4.2 for information on the Details page).

	Permittee	Permit Number
	Marine City	NEC000019
	Joseph Campbell Company	NEC000035
	City of Dearborn	MI0025542

Figure 26: Accessing Permit Details

5.2 Permit Details

This screen displays the details for the selected permit. Information on the Permit is displayed at the top including:

- Permit Number
- Permit Type
- Issued Date
- Effective Date
- Expiration Date.

Permittee information is also displayed including

- Name
- Address(1&2)
- City
- State
- Zip Code

Detail Permit Information

Permit Information

Permit Number: MI0047333
 Permit Type:
 Issue Date: 10/1/2001
 Effective Date: 10/1/2006
 Expiration Date: 6/29/2001

Permittee Information

Name: Hanson Brick America
 Address 1: One Oxford Center
 Address 2: Suite 3000
 City: Pittsburgh
 State: PA
 ZIP Code: 15219

Permit Documents

No associated documents can be displayed.

Figure 27: Permit Details

If there are any documents associated with the permit, they will be displayed at the bottom of the page. Clicking the icon to the left of an entry will open the document.

Permit Documents			
	Document Name	File Name	Descri
	Application File	BASF Corp App1 4-19-04.pdf	
	Application File	BASF Corp App2 4-19-04.pdf	
	Application File	_1029113426_001.pdf	

Figure 28: Accessing Permit Documents

6 Facility Information Web Page

To access the Facility Information web page, click the link on the Home Page or the Navigation Panel:

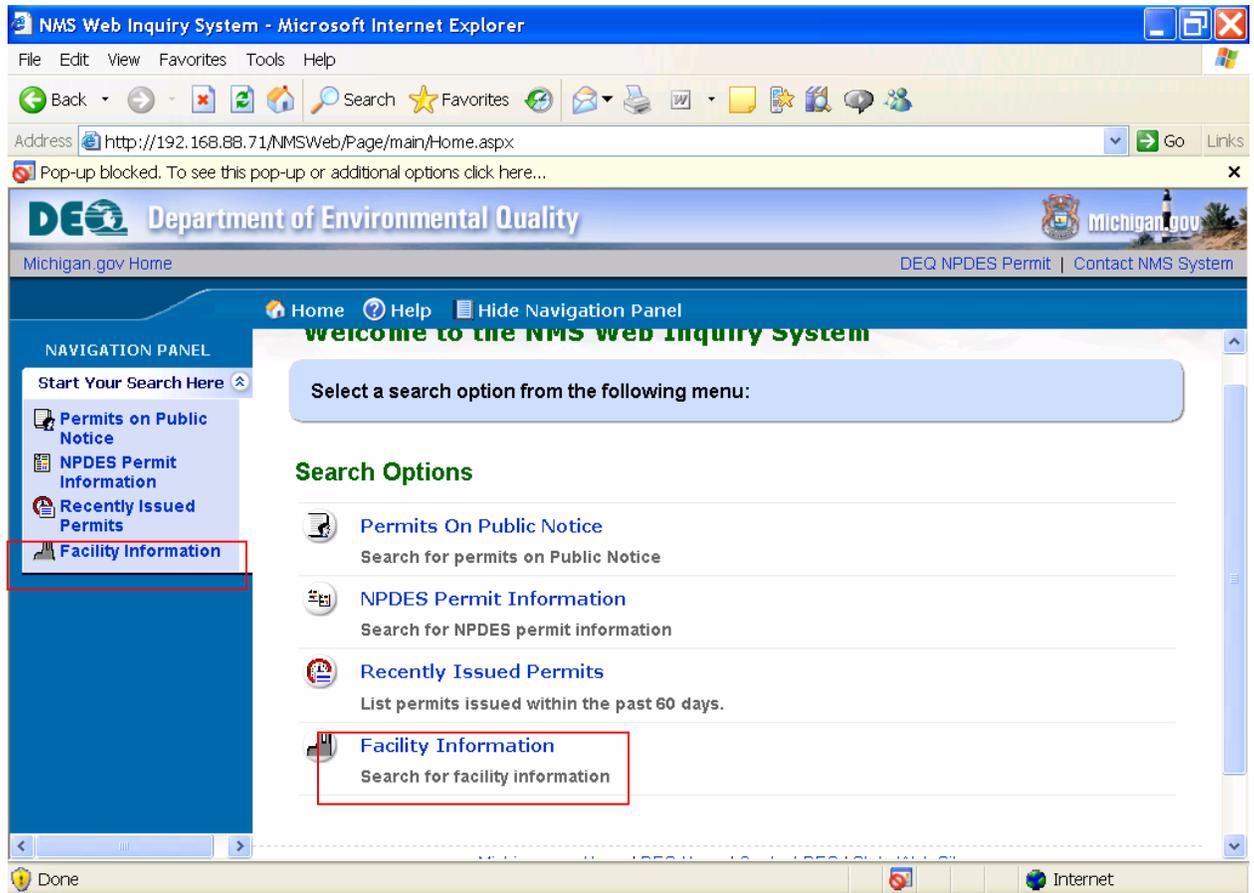


Figure 29: Accessing Facility Information

6.1 Facility Information Search Criteria

To search for a Facility, enter the desired search criteria. You may narrow your search by applying several criteria to your search including

- Designated Facility Name
- Major Flag
- District
- County

Once all criteria have been entered, click on the “Search” button to generate search results

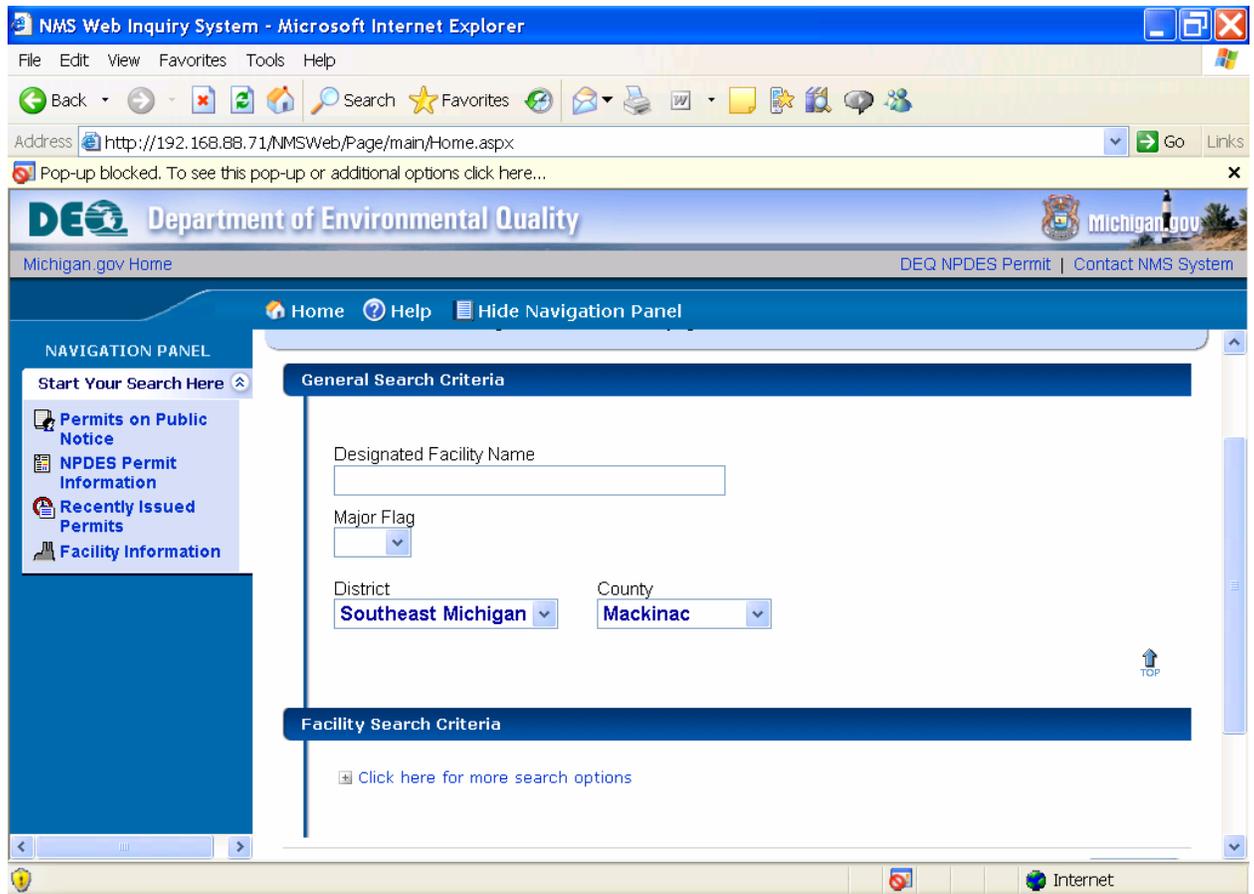


Figure 30: Facility Information Search Criteria

To add additional search criteria, click the button to the left of the text ‘Click here for more options’, and enter the desired criteria.

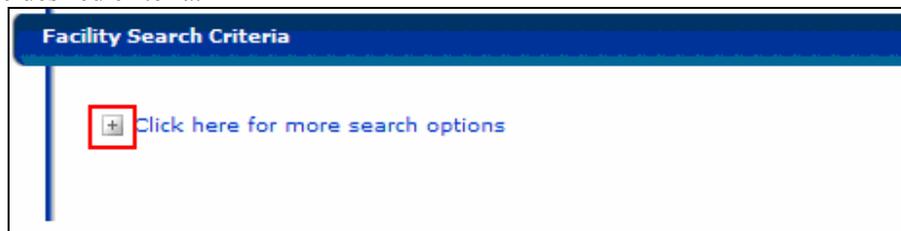
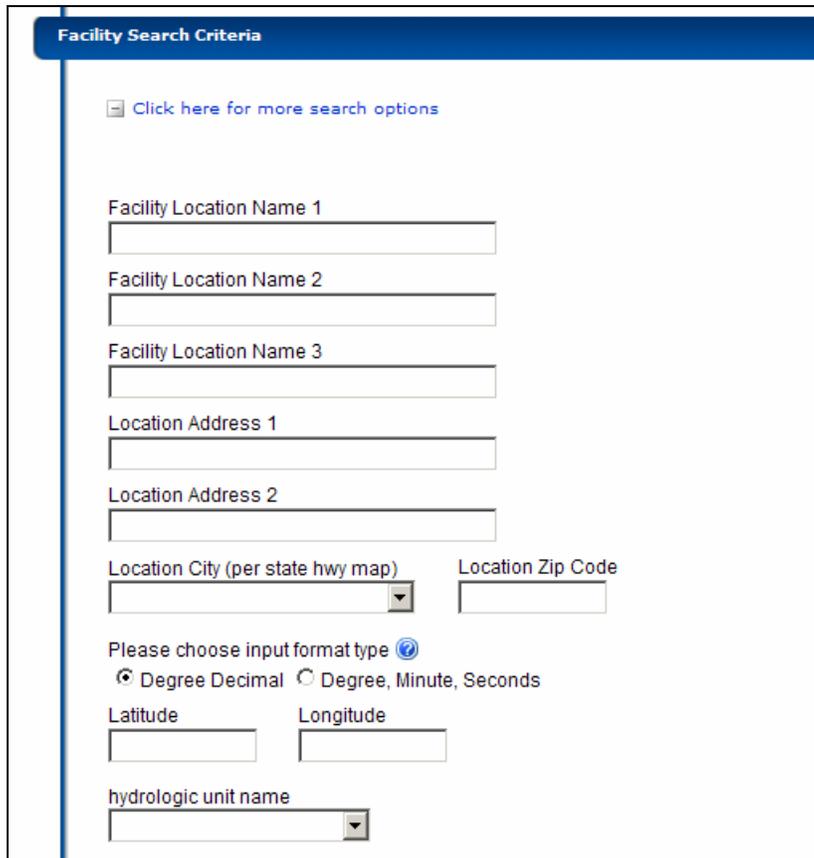


Figure 31: Accessing More Facility Search Options



The screenshot shows a web form titled "Facility Search Criteria" with a blue header. Below the header is a link: "Click here for more search options". The form contains several input fields: "Facility Location Name 1", "Facility Location Name 2", "Facility Location Name 3", "Location Address 1", "Location Address 2", "Location City (per state hwy map)" (a dropdown menu), "Location Zip Code", "Please choose input format type" (with radio buttons for "Degree Decimal" and "Degree, Minute, Seconds", where "Degree Decimal" is selected), "Latitude", "Longitude", and "hydrologic unit name" (a dropdown menu).

Figure 32: More Facility Information Search Criteria

Available criteria for the facility include:

- Facility Location Name (1-4)
- Location Address (1&2)
- Location City
- Location Zip Code
- Latitude
- Longitude
- Hydrologic Unit Name.

Once all criteria have been entered, click the “Search” button to generate search results.

6.2 Generated Facility Search Result

This page displays the results for the criteria given on the search page. To return to the Search Criteria page, use the browser's Back button.

The screenshot shows a web interface titled "Facility Search Result". Below the title, there is a message: "Your search results are listed below. You may click the details icon on the left for additional information and documents related to a specific facility". Below this is a table with the following data:

Designated Name	Permit Number	Facility Address 1	City	ZIP Code
Benton Harbor-St Joseph WWTP	NEC000012	269 Anchors Way	Saint Joseph	49085
Marine City WWTP	NEC000019	1696 South Parker Street	Marine City	48039
International Paper-Emerald Dr	MIS110726	4015 Emerald Drive	Kalamazoo	49001
Kalamazoo Metal Finishers	MIS110697	2019 Glendening	Kalamazoo	49001
Kalamazoo Scrap & Processing	MIS110701	2730 Millcork Avenue	Kalamazoo	49003
Kalamazoo Transit System	MIS110702	530 North Rose Street	Kalamazoo	49007
Koolant Coolers Inc	MIS110714	2625 Emerald Drive	Kalamazoo	49001
Lotte USA Inc	MIS110640	5243 Wayne Road	Battle Creek	49015
Mich Air Nat Guard	MIS110642	75 Phantom Avenue	Battle Creek	49015
Dry-Mix Crete & Supply Co	MIS110832	20 North Park Street	Comstock Park	49321

At the bottom right of the table area, there is a green button labeled "Export to Excel".

Figure 33: Facility Information Search Results

An 'Export to Excel' button is located on the lower-right hand side of the search results. Clicking this button will generate an Excel worksheet which contains all search results (not just those displayed on the current page).

This image shows a close-up of the "Export to Excel" button, which is highlighted with a red rectangular border. Above the button, a portion of the search results table is visible, showing the following data:

530 North Rose Street	Kalamazoo	49007
2625 Emerald Drive	Kalamazoo	49001
5243 Wayne Road	Battle Creek	49015
75 Phantom Avenue	Battle Creek	49015
20 North Park Street	Comstock Park	49321

Figure 34: Export Facility Information to Excel

After clicking the Export to Excel button, the following window will pop up:

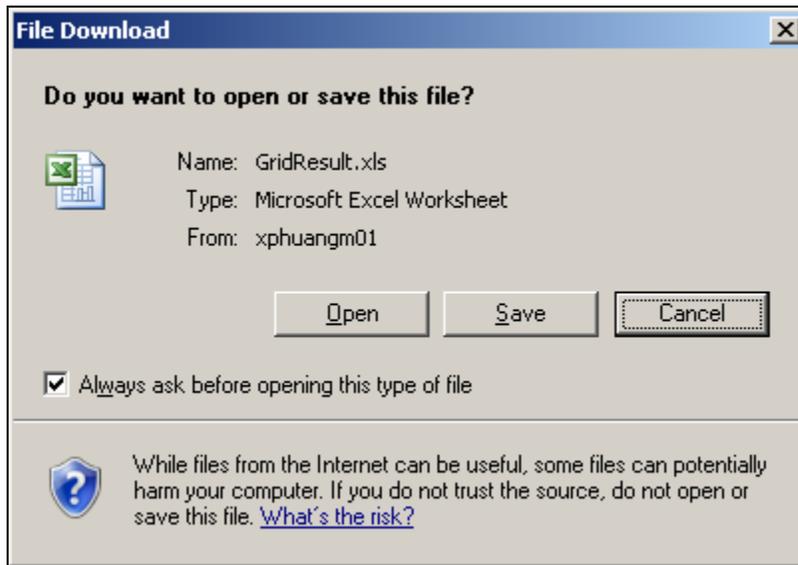


Figure 35: Open Search Results Excel File

Click OPEN to view the file immediately or SAVE to store the Excel file on your hard drive for later viewing. Clicking CANCEL will result in no file being viewed or saved to disk

Only basic information for each Facility is displayed. Clicking on the icon to the left of an entry will bring up the Details page for that Facility. (See section 5.3 for information on the Details page).

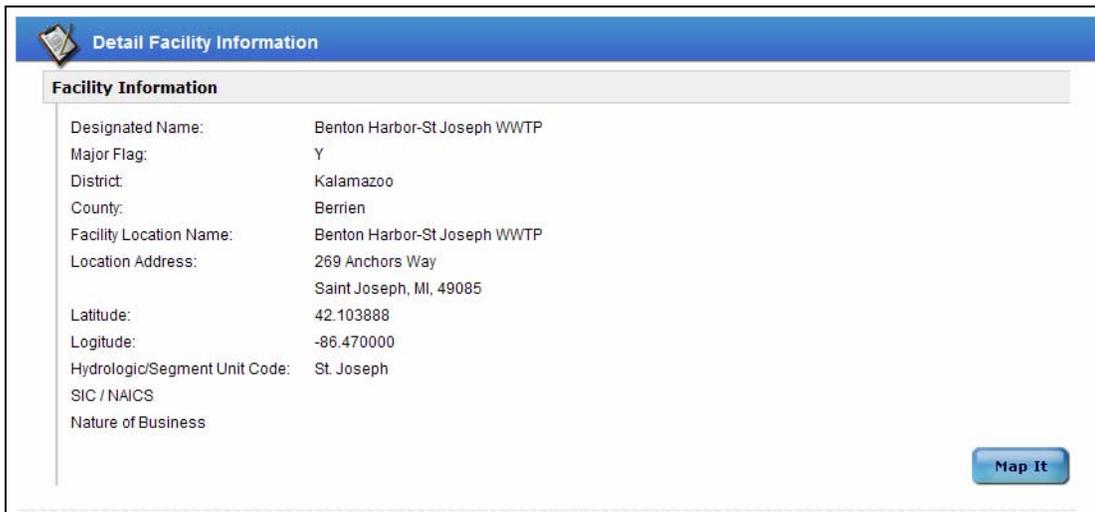
	Designated Name	Permit Number
	Benton Harbor-St Joseph WWTP	NEC000012
	Marine City WWTP	NEC000019
	International Paper-Emerald Dr	MIS110726
	Kalamazoo Metal Finishers	MIS110697
	Kalamazoo Scrap & Processing	MIS110701

Figure 36: Access Facility Details

6.3 Facility Details

This screen displays the details for the selected Facility. Information on the Facility is displayed at the top, including

- Designated Facility Name
- Major Flag
- District
- County
- Facility Location Name
- Location Address
- Latitude
- Longitude
- Hydrologic/Segment Unit Code
- SIC/NAICS
- Nature of Business



The screenshot shows a web interface titled "Detail Facility Information". Below the title is a section labeled "Facility Information" containing a list of fields and their values:

Designated Name:	Benton Harbor-St Joseph WWTP
Major Flag:	Y
District:	Kalamazoo
County:	Berrien
Facility Location Name:	Benton Harbor-St Joseph WWTP
Location Address:	269 Anchors Way Saint Joseph, MI, 49085
Latitude:	42.103888
Longitude:	-86.470000
Hydrologic/Segment Unit Code:	St. Joseph
SIC / NAICS	
Nature of Business	

A "Map It" button is located in the bottom right corner of the facility details section.

Figure 37: Facility Details

Clicking on the 'Map It' button will open Michigan's Department of Information Technology web site and display a map of the facility location, based on the Latitude and Longitude of the facility.

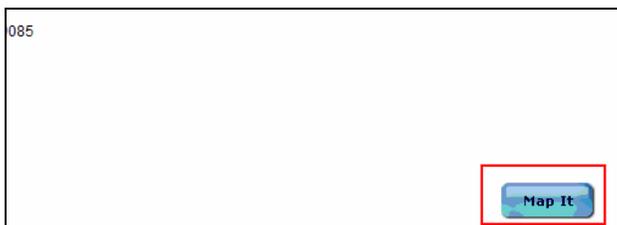


Figure 38: Facility 'Map It' Button

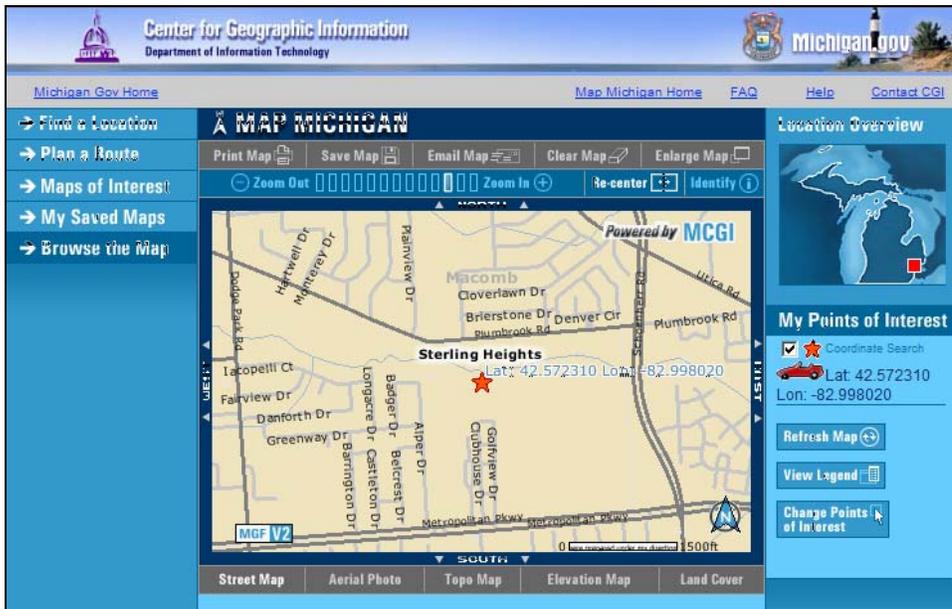


Figure 39: Department of Information Technology Web Site Map