

## Revising a Joint Permit Application Submission in MiEnviro Portal

If you have received an email notification (example below) that your Joint Permit Application (JPA) requires additional and/or corrected information, you can make those changes in the MIEnviro Portal.

MiEnviro Portal User,	
This notification is to inform you of a status change on your submission of The status has been updated to status "On Hold" on 3/27/2023 10:20 AM.	-
Reason for Status Change: Your submission review has been completed and it was determined that your application could not be considered administratively complete. Your application cannot be processed further without additional and/or corrected information.	ition
Please click the open button on the form to review the corrections necessary to make the application complete. You will then need to revise and resubmit the form.	
For the submission of Joint Permit Applications (JPA): Should we not receive the requested information from you within 30 days of this letter, we will consider your application as wit and will close your application. Fees are not refundable on applications once a decision has been made or if an action has been taken, such as closing an application due to no or in response to a correction request letter, posting a public notice, or conducting a site visit. A new application may be submitted, but fees are not transferable.	
The processor assigned to your submission is	
This is an automated notification generated by MiEnviro Portal.	

## First, log in at MiEnviro.michigan.gov/ncore/external/home.



## Once logged in, click the "Open" button for your application.

TEST 🔻	Priority (1) Upcoming (0) As Needed (0) Draft (0) To Be Signed (0) In Process (0)
Home	HIGH PRIORITY
Dashboard	TEST
Notifications	Application HPS-TPE2-CX6FV — Digital EGLE/USACE Joint Permit Application (JPA) for Inland Lakes and Streams, Great Lakes, Wetlands, Floodplains, Dams
Details	ON HOLD - ACTION NEEDED     The submission was received on 04/11/2023. Your submission review has been completed and it was determined that your application could not be considered administratively complete. Your application cannot be processed further without additional and/or corrected information. Please click the open button on the form to review the corrections necessary to make the application complete. You will then need to revise and resubmit the form. For the submission of Joint
Start a New Form	Permit Applications (JPA): Should we not receive the requested information from you within 30 days of this letter, we will consider your application as withdrawn and will close your application. Eves are not refundable on applications once a decision has been made or if an action has been taken, such as closing an application due to no or
Submissions	incomplete response to a correction request letter, posting a public notice, or conducting a site visit. A new application may be submitted, but fees are not transferable Contact Melisa Charbonneau at (517) 284-5481 or Charbonneau/M2@DONOTSENDmichigan.gov with questions.
Financials	
Documents	

This will take you to the application to address the changes, from here you will click the **"Revise Submission**" button and then click **"OK**" to confirm the change.

	JSACE Joint Permit Application (JPA) for Inland Lakes and Streams, Great Lakes, Wetlands, Floodplains, Imental Areas, High Risk Erosion Areas and Critical Dune Areas	E View Form A complete view of the submitted form data
Summary	NAME     Digital EGLE/USACE Joint Permit Application (JPA) for Inland Lakes and Streams, Great Lakes, Wetlands, Floodplains, Dams, Environmental Areas, High Risk Erosion Areas and Critical Dune Areas       SUBMITTED     04/11/2023 (0 days ago) by a       SUBMISSION ID     HPS-TPE2-CX6FV       SUBMISSION REASON     New       WORKGROUP     –	Status IN HOLD Revise Submission Revise Submission Please address them by modifying your form range reactions. Please address them by modifying your form and reactions. Print Download / Export
	Notes & Issues         RESOURCE AND ACTIVITY TYPE & IS FILING OF 18.000 CUBIC MARDS ON MORE PROPOSED (CMMULATIVELY WITHIN WETLANDS, STREAMS, LAKES, OR GREAT LAKES?            • Filing cubic yards — Please change this answer to yes. Added by 2023-04-12 12:33 PM           • ACTION REQUIRED         >             • PROJECT DESCRIPTION - PROJECT ALTERNATIVES WILL RE AVOID ON MOMERTED. THIS MAX INCLUSE OF THE LOCATIONS, MATERIALS, ETC.           • ACTION REQUIRED         >             • Project Description — Herry you will be able to see what needs to be corrected with notes from EGLE Staff. Added by         2023-04-12 12:32 PM           • ACTION REQUIRED         >	Fees Charges \$100 Adjustment \$9

	JSACE Joint Permit Application (JPA) for Inland Lakes and Streams, Great Lakes, Wetlands, Floodplains, Imental Areas, High Risk Erosion Areas and Critical Dune Areas	View Form A complete view of the submitted form data
Summary	NAME       Digital EGLE/USACE Joint Permit Application (JPA) for Inland Lakes and Streams, Great Lakes, Wetlands, Floodplains, Dams, Environmental Areas, High Risk Erosion Areas and Critical         SUBMITED       04/11/2023 (0 days ago) by *         SUBMISSION ID       HPS-TPE2-CK&FV         SUBMISSION REASON       Now         WORKGROUP       —         Notes & Issues       Cmred	Status ON HOLD Revise Submission Stars from requires normality modifying your form and resubmitting. Print Print Download / Export
	RESOURCE AND ACTIVITY TYPE - IS FILLING OF 14.000 CURIC YARDS OR HORE PROPOSED (CURICATIVELY) WITHIN WETLANDS, STREAMS, LAKES, OR GREAT LAKES?     Filling cubic yards — Please change this answer to yes.     Added by 2023-04-12 12:33 PM     PROJECT DESCRIPTION - PROJECT ALTERNATIVES CONSIDERED AS ALTERNATIVES TO THE PROPOSED PROJECT, AND DESCRIBE HOW INPACTS TO     Project Description — Hore you will be able to see what needs to be corrected with notes from EGLE Staff.     Added b 2023-04-12 12:32 PM	Fees Charges \$100.00 Adjustment \$0.00

You will be able to see your correction requests in the right hand pane. Clicking each request will take you to that section on the application to address the correction request.

Exit form EXIT FORM	Digital EGLE/USACE Joint Permit Application (JPA) for Inland Lakes and Streams, Great Lakes, Wetlan Submission HPS-TPE2-CX6FV Revision 2 Form Version 1.33	Calculated Fee Computed at Payment	¢	Last saved a few secor		
SECTIONS			Computed at Payment Correction Requests CREATED PROJECT DESCRIPTION - PROJECT & CREATED PROJECT DESCRIPTION - PROJECT & CREATED PROJECT DESCRIPTION - PROJECT & CREATES PROJECT AND FEDERAL A CREATES			
•	NEXT SECTION Instructions					

Review the request on the right and update the information on the application. After the change has been made click the aqua "**Mark Complete**" button.

EGLE Homepage	Digital EGLE/USACE Joint Permit Application (JPA) for Inland Lakes and Streams, Great Lakes, Wetlan Submission HPS-TPE2-CXAFV Revision 2 Form Version 1.33	Calculated Fee Computed at Payment	¢	Last saved a few seco
IONS	Project Alternatives: Describe all options considered as alternatives to the proposed project, and describe how impacts to state and federal regulated waters will be avoided and minimized. This may include other locations, materials, etc.		escription	
	test	Here you will be corrected with		
		CREATED 2023-04-12 12:32 P	4 by	
			Add Comment	
			Mark Comple	te
	Project Compensation: Describe how the proposed impacts to state and federal regulated waters will be compensated, OR explain why compensatory mitigation should not be required for the proposed impacts. Include amount, location, and method of compensation (i.e., bank, on-site, preservation, etc.)			
	test			
	lie.			
	Upload any additional information as needed to provide information applicable to your project regarding project purpose sequence, methods, alternatives, or compensation.			
	atternatives, or compensation. Please be aware that files exceeding 500 MB in size are not allowed			

After all the corrections have been marked complete a pop up will appear saying "corrections complete – resubmission required." Click the "**PROCEED TO REVIEW**" button.

	Digital EGLE/USACE Joint Per Submission HPS-TPE2-CX6FV Revision 2 For	mit Application (JPA) for Inland Lake	es and Streams, Great Lakes, Wetlan	Calculated Fee Computed at Payment	Last saved a few s	seconds ago ROGRESS
SECTIONS	Environmental Area	HREA)		> 2 corrected cor	rrection requests	
F	Major Project Fee Calculation Questions					
	Is filling of 10,000 cubic yards or more propos streams, lakes, or Great Lakes?	ed (cumulatively) within wetlands,				
	No	× *				
	Is dredging of 10,000 cubic yards (cumulativel streams, lakes, or Great Lakes? (wetlands not	y) or more proposed within included)				
	No	× *				
	ls new dredging or adjacent upland excavatior proposed by this application?	in suspected contamination areas				
	No	× *				
	ls a subdivision, condominium, or new golf cou	urse proposed?				
	No	× *	Correcti	ons complete — Resubn	nission required	×
			If you are fi processing	nished making changes, you mu: to resume.	st reachmit the form in order to	allow
	NEXT SECTION Stream Project Information				PROCEED TO	REVIEW

Review the application, then recertify and submit your changes by clicking "Certify & Submit."

	Digital EGLE/USACE Joint Permit Application (JPA) for Inland Lakes and Streams, Great Lakes, Wetlan Submission HPS-TPE2-CX6FV Revision 2 Form Version 1.33		ulated Fee puted at Payment	¢	Last saved a few sec	
SECTIONS	Upload Site Plans and Cross Section Drawings for your Proposed Project Comment None Specified	^	> 2 corrected corr	rection requests		
	Additional Required and Supplementary Documents No files uploaded Comment None Specified					
	FEES The application fee identified in this section is a calculation based on answers to the questions in this application. This calculation is an estimate of the total fee and will be reviewed by the application processor to determine if any additional fees are required for a complete application.					
	Minor Project Fee: +\$100.00					
	Total Fee Amount: \$100.00					
	Is the applicant or landowner a State of Michigan Agency? No					
(J	NEXT SECTION Certify & Submit	~				

## ADDITIONAL RESOURCES

- Additional MiEnviro resources: Michigan.gov/egle/maps-data/mienviroportal
- JPA MiEnviro guidance: Michigan.gov/JointPermit

If you have any questions regarding this process, please reach out to MiEnviro Support staff at EGLE-WRD-MiEnviro@Michigan.gov.

For questions specific to the Joint Permit Application, contact field staff assigned by county: Land/Water Interface Permitting Staff Map (michigan.gov)

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