Land & Water Permitting Team

Value Stream Mapping Project

Management Representative:
David A. Hamilton, LWMD
LWMD Permitting Team

Workshop Participants
Wendy Fitzner, Jim Fortney, Dave Hamilton, Penny Holt, Lori Leonard, Sheila Meier, Lynn Rivard, Brian Rudolph, Rick Schramm, Shirley Smith, & Sheila Upton – MDEQ
Jeff King – King and MacGregor
Kevin Christiansen – Pulte Land Development Corp
Bill Sharp, Michigan Lakes and Streams Association
Robert Cnudde, Robert J. Cnudde Contracting
Hal Harrington, Wetland Coastal Resources

Value Stream Mapping (VSM) Coaches
Lynn Fiedler, Steve Sliver, and Steve Zervas
Purpose Statement

The purpose of the LWMD Permit Team is to develop and implement an understandable, efficient, and consistent permitting process that results in expeditious, environmentally sound permit decisions within the statutory timeframes and reducing the correction returns by at least 75%.
Issues Identified by the LWMD Permit Team Listed in Priority Order

Organizational

Inconsistency, Informational Needs, Turnover, Amount of Work, Training, Structure

Application and Process Mechanics

Form complex, Too Much Paper Shuffling, Incomplete submittals

Application and Process Interpretation

Same Process Regardless of Risk to the Environment, Ask for Information Not Needed, Changing Requirements

Communication

Better Education Needed, Lack of Trust

Timing

Shorten Turnaround, Legislative Time Constraints
Current State Map
Key Findings

LWMD Processes:

- 6,500 permit applications per year
- 4,000 through the Permit Consolidation Unit
- 2,000 go through the field
- 500 go through the Transportation Review Unit
Key Findings (continued)

- Very few applications make it through the entire review process without being returned to the applicant for correction / revision / information.
- A significant percentage are returned to the applicant more than once.
- Half of PCU’s work volume is processing applications that are on their second (or more) submittal of info.
- Mailing application files to the field adds one to two weeks of processing time.
Key Findings (continued)

- Even after PCU determines an application is “administratively complete”, a high percentage need additional information after a field inspection.

- “You never really know what will be required for an application until the field inspection is done.”

- There may be a significant number of applications for activities that have such minimal environmental impact that they could be processed through a very simplified permit process (e.g. “expedited permit”)

Highlights of Future State LWMD Process

- All Applications will be Received and Processed by the Field Offices
- All Site Inspections will Coincide with Completeness Determination within 30 Days of Submittal
Highlights of Future State LWMD Process

- Development of Expedited Permits, Permits by Rule, and General Permits
- Development of Initial Application Screening Criteria to Assure Better Quality Applications
Highlights of Future LWMD Process

- Simplified Application Forms, Including Checklists for Each Project Type
- Increased Consistency through Evaluation and Development of Policies and Procedures and the Establishment of Position to Ensure Implementation
- Development of Pre-Application Meetings Opportunities
- Increased Outreach to Stakeholders through Workshops
Future State Map

Pre-application Meeting for Fee → Application Submitted → Initial Completeness Review & Enter in Database
Exempt Projects Returned With Form Letter

Administratively Incomplete Applications Returned

Create Application File

Expedited Permits
- Permits By Rule
- General Permits

Minor Permits

Public Notice

Simplified Application Form/Checklist Developed

Next Steps Dependent Upon Type of Application
Highlights

- All Applications Submitted & Processed in the Field
- PCU Functions & Most Staff Integrated to Field
- Improve Quality Control & Consistency through Policy & Procedure Development, Training, Guidebook Development, CWIPIS, etc
Expedited Permit Process
(45 activities)

- Riprap and bio-engineering shoreline protection
- Seawall replacement
- Water course utility crossings
- Fish habitat structures
- Maintenance dredging of previously permitted dredge areas
Expedited Permit Process (continued)

- Structural repair of certain man-made structures
- Temporary bridges
- Maintenance dredging of certain man-made stormwater ponds
- Certain wetland restoration activities
Expedited Permit Process

Warning

- Be sure to read the detailed criteria for eligibility and make sure your project meets all the process requirements.

- If you are in doubt, or have questions, talk with district staff.
## LWMD Value Stream Mapping Evaluation

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<th>Transportation</th>
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Future Efforts

- Expanding the rollout to districts
- Expanding expedited activities
- Plan to work with US EPA to develop even more streamlined processes.