
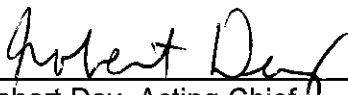



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|  | WATER RESOURCES DIVISION SURFACE WATER ASSESSMENT SECTION RESCISSION OF POLICY AND PROCEDURE | | DEPARTMENT OF ENVIRONMENTAL QUALITY |
| Rescinded Date: September 14, 2016 | Subject: Identification of Properties Affected by the Updated Recession Rate Studies | | Category: <input type="checkbox"/> Internal/Administrative <input checked="" type="checkbox"/> External/Non-Interpretive <input type="checkbox"/> External/Interpretive |
| | Program Name: Water Resources Program | | Type: <input type="checkbox"/> Policy <input type="checkbox"/> Procedure <input checked="" type="checkbox"/> Policy and Procedure |
| | Number: WRD-SWAS-023 | Page: 1 of 1 | |

Water Resources Division, Surface Water Assessment Section, Policy and Procedure No. WRD-SWAS-023, Identification of Properties Affected by the Updated Recession Rate Studies, dated July 17, 2000, is rescinded. This procedure is no longer in use as it has been included in Policy and Procedure No. WRD-SWAS-028, Part 323 – Determining Recession Rates of Great Lakes Shorelines, which was approved on August 24, 2016.

SECTION CHIEF APPROVAL:



Robert Day, Acting Chief
Surface Water Assessment Section

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|  | WATER RESOURCES DIVISION POLICY AND PROCEDURE | | DEPARTMENT OF ENVIRONMENTAL QUALITY |
| Original Effective Date: October 17, 1996 Revised Date: July 17, 2000 Reformatted Date: October 11, 2013 | Subject: Identification of Properties Affected by the Updated Recession Rate Studies | | Category: <input type="checkbox"/> Internal/Administrative <input checked="" type="checkbox"/> External/Non-Interpretive <input type="checkbox"/> External/Interpretive |
| Program Name: Water Resources Program | | | |
| Number: WRD-SWAS-023 | Page: 1 of 3 | | |

A Department of Environmental Quality (DEQ) Policy and Procedure cannot establish regulatory requirements for parties outside of the DEQ. This document provides direction to DEQ staff regarding the implementation of rules and laws administered by the DEQ. It is merely explanatory; does not affect the rights of, or procedures and practices available to, the public; and does not have the force and effect of law.

NOTE: This policy and procedure was previously numbered as 323-96-01.

INTRODUCTION, PURPOSE, OR ISSUE: To assist staff in identifying the individual properties located within the boundaries of high risk erosion areas following the updated recession rate studies pursuant to Part 323, Shorelands Protection and Management, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended, being Sections 324.30301 to 324.30323 of the Michigan Compiled Laws and R 281.22.

DEFINITIONS:

High Risk Erosion Area (HREA): Means an area of the shoreland where the landward edge of the zone of active erosion has been receding at an average rate of 1-foot per year or more, based on a minimum of 15 years.

HREA Boundary: Identifies the end of the HREA. Property outside of the HREA is eroding less than one-foot per year over a long-term average.

HREA Breakpoint: Identifies a point within an HREA where there is a significant change in the rate of shore land recession.

Projected Recession Distance: The distance used to determine the required setback distance. The distance is calculated from the long-term rate of recession identified in the studies.

FORMS USED:

High Risk Erosion Area Program Sequence Numbering Procedures

PROCEDURES:

| Who | Does what | When |
|-----------------------------|--|--|
| Great Lakes Shorelands Unit | Contact the county equalization (EQ) office to get property maps for shoreline properties. If property maps are computerized, determine whether the format is compatible with the current DEQ Geographic Information System (ArcView). Discuss the project with the EQ director to explain the specific property owner information needed and to determine the best time for acquiring the data which will avoid busy periods for the EQ office and ensure we obtain the most current information. | Following completion of the Rate Recession Study |

WATER RESOURCES DIVISION
POLICY AND PROCEDURE

Number: WRD-SWAS-023

Subject: Identification of Properties Affected by the
Updated Recession Rate Studies

Page 2 of 3

| Who | Does what | When |
|-----------------------------|---|---|
| Great Lakes Shorelands Unit | Work by township and mark up the maps as follows: | Following receipt of the tax maps from the EQ |
| | 1. Draw in both the original and updated HREA boundaries and breakpoints using the original and updated boundary/breakpoint description write ups, aerial photographs and topographic maps, and the original tax list. | |
| | 2. Label the original projected recession distance, the updated 30/60-year projected recession distances, the original area average, and the updated area average. | |
| | 3. Delineate the 30- and 60-year setback lines measured from the crest. Using the aerial photo base map with recession rate data, measure the 60-year setback distance from the crest for each high-risk erosion area. | |
| | 4. Identify status of the area based on the original designation and the proposed change. The status symbols are as follows: a. N - new designation, b. IS - increase in setback due to increase in long-term rate of recession, c. IL - increase in setback due to administrative rules (addition of 15 feet to all setbacks), d. S - no change in setback, e. L - setback is lowered, and f. D - property is de-designated (no longer an HREA). | |
| | 5. Assign and write a sequence number on each lot. Sequence numbers are assigned to properties from north to south or east to west in ascending order. If the 60-year setback line extends onto inland tiers of lots, see the attached write-up for sequence numbering guidance. When there is a break in the HREA, stop the numbering. The numbering will resume in the next HREA with continuation of numbers. | |

WATER RESOURCES DIVISION
POLICY AND PROCEDURE

Number: WRD-SWAS-023

Subject: Identification of Properties Affected by the
Updated Recession Rate Studies

Page 3 of 3

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| | Complete the property owner data sheets, noting status, original and updated setbacks, whether the lot is within a designated critical dune area or not, sequence number parcel and lot number and subdivision. | |
| | Carefully proofread all work completed to this point. | |
| | Submit a copy of the property owner data sheets to the EQ requesting owner name and mailing address information. Request that property owner data be supplied electronically, if possible. Each county varies in the level of computerization, and staff of the Great Lakes Shorelands Unit must work with the mapping/EQ staff at the county level to determine what is possible. | Within 4-6 months prior to mailings (depending on tax time). |
| | Enter data from the sheets into the property owner database. | While waiting for the above information. |
| | Enter names and addresses into the property owner database, or merge the data if received electronically. | When requested data is received from the EQ. |

SECTION CHIEF APPROVAL:



Diana Klemans, Chief
Surface Water Assessment Section

High Risk Erosion Area Program

Sequence Numbering Procedures

Sequence numbers are assigned to lakefront properties by township from north to south in ascending order.

Second tier lots

Non-lakefront lots, or "second tier lots," are occasionally regulated under the high risk erosion area (HREA) program. When a required setback extends beyond the landward most extent of a lakefront property, the property (or properties) directly landward of the lakefront parcel fall under the jurisdiction of HREA regulations. For example, if a lakefront property extends 50 feet landward of the erosion hazard line (EHL) and the required setback under HREA regulations is 75 feet, an adjacent parcel on the landward side would have a setback of 25 feet from its lakeward most border.

Sequencing second tier lots

Sequence numbers are also assigned to second tier lots. Second tier sequence numbers are denoted by the sequence number of the northern most lakefront parcel abutting the second tier lot followed by a decimal (usually ".2" in most cases).

Multiple second tier lots

When multiple properties are second tier parcels to one lakefront property, the sequence number of the lakeward parcel is used followed by ascending decimals. (For example, the northernmost second tier lot would have a sequence number of 1.2, followed to the south by 1.21, 1.22, ..., 1.29, 1.3, 1.31, ...) When one second tier lot lies landward of several lakefront parcels, the sequence number of the northernmost lakefront parcel is used.

