

How to Start a New Application for St. Clair Flats Deed

Water Resources Division

1. Either create an account in MiWaters or Sign Into your Account here:

<https://mienviro.michigan.gov/ncore/external/home>

The screenshot shows the MiWaters website interface. At the top left is the EGLE logo (Michigan Department of Environment, Great Lakes, and Energy) and the text "MiWaters NPDES, Groundwater, Resource Permitting, Aquatic Nuisance Control, Wastewater Construction". At the top right are links for "About", "Contact", and "Mi.gov Home", along with a "Sign In" button. The main content area is divided into two columns. The left column, titled "Permitting & Compliance", includes a section "What can I do here?" with a list of actions for registered users: "Apply for permits", "Manage your permits (pay fees, apply for renewals)", "Submit reports (required by your permit or certification)", "Submit service requests", "View issued permits", "See your notifications", and "Review evaluations / site inspections". Below this list is a button "CREATE A MIWATERS ACCOUNT" and a link "Sign in with an existing account". The right column, titled "Public Information and Services", lists "Public Notice Search", "CSO/SSO Discharge Search", "Site Map Explorer", and "Report Spills, Pollution, Unauthorized Activities". Two yellow callout boxes are overlaid on the image: one pointing to the "Sign In" button with the text "Sign in to existing account", and another pointing to the "CREATE A MIWATERS ACCOUNT" button with the text "Create an account".

EGLE MICHIGAN DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY
MiWaters
NPDES, Groundwater, Resource Permitting, Aquatic Nuisance Control, Wastewater Construction

About Contact > Mi.gov Home

Sign In >

Permitting & Compliance

What can I do here?

For registered users, MiWaters is the portal to several types of actions:

- Apply for permits
- Manage your permits (pay fees, apply for renewals)
- Submit reports (required by your permit or certification)
- Submit service requests
- View issued permits
- See your notifications
- Review evaluations / site inspections

To get started, you'll need an account.

CREATE A MIWATERS ACCOUNT

[Sign in with an existing account](#)

Public Information and Services

These services are provided to be freely used by the public; no account is necessary to make use of them.

- Public Notice Search**
Find public notices, hearings, and other events. Access documents made available to the public. >
- CSO/SSO Discharge Search**
Search for Combined Sewer Overflow (CSO), Retention Treatment Basin (RTB), and Sanitary Sewer Overflow (SSO) discharge events. >
- Site Map Explorer**
Use our mapping tools and advanced search capabilities to navigate all available Water Resources Division public site information. >
- Report Spills, Pollution, Unauthorized Activities**

2. Select "Browse Forms"

Home

EGLE MiWaters Water Resources Information and Forms QA

Home

Home

Finding and Submitting Applications and Requests

Begin by browsing the available application, service request and report forms. Once the desired form is located, you can fill it out, submit it, and track it here.

Browse Forms

Click here

Add a Site to your account

Your account currently has access to 2 sites. In order to perform work on additional sites, you'll have to connect them to your user account.

Add a Site

MI.gov Home MiWaters Home Contact Policies Copyright 2020 State of Michigan

Home

EGLE MiWaters Water Resources Information and Forms QA

Home

Forms

Applications & Service Requests

Begin filling out a **new form** or view or revise a **previous submission**

Start New Form
Permit Applications and Service Requests

Draft & Submitted Forms
View or revise **draft and submitted** Applications, Service Requests and Reports

Click "Start New Form"

MI.gov Home MiWaters Home Contact Policies Copyright 2020 State of Michigan

3. Enter "Flats" in search box

The screenshot shows the EGLE MiWaters application search interface. The search box contains the text "Flats". A callout box points to the search box with the text "Enter 'Flats' in search box". Another callout box points to the search results table with the text "Application shows here".

Form Name	Form Description	Program Area	
Part 339 - Application For St. Clair Flats Deed	Application For St. Clair Flats (Saint Clair Flats) Deed (Part-339)	Resources	Begin Submission

4. Select "Begin Submission"

The screenshot shows the EGLE MiWaters application search interface. The search box contains the text "Flats". A callout box points to the "Begin Submission" button with the text "Click 'Begin Submission'".

Form Name	Form Description	Program Area	
Part 339 - Application For St. Clair Flats Deed	Application For St. Clair Flats (Saint Clair Flats) Deed (Part-339)	Resources	Begin Submission

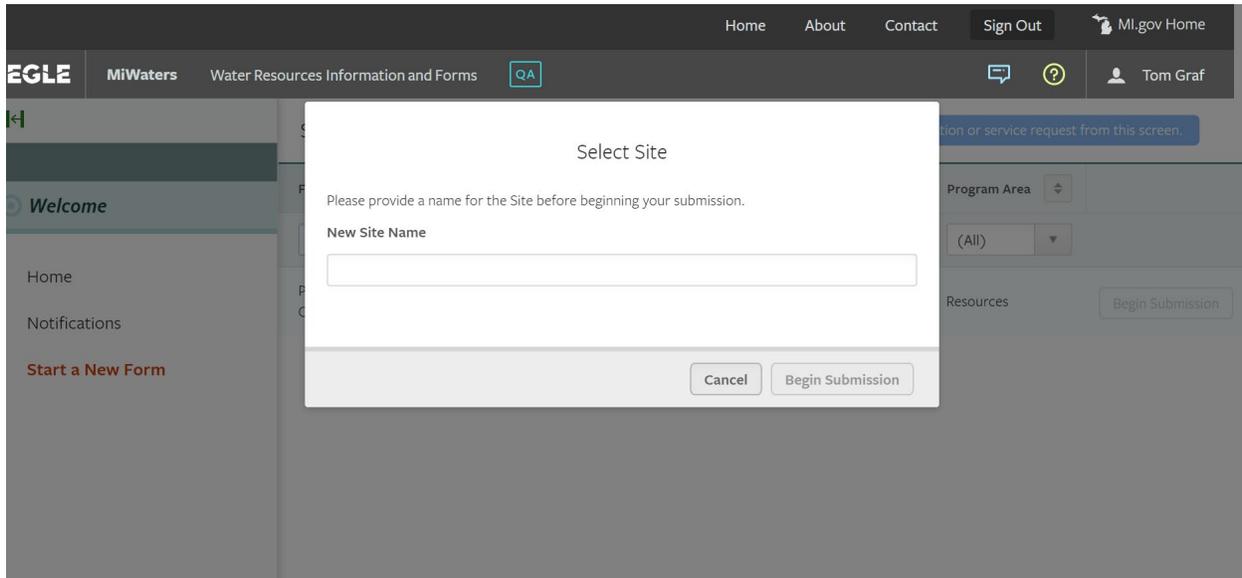
5. Create a Site

Create a Site Name for the application. Best way to name the site is

a. Name of Main Channel: North/South/Sni Bora/Middle

b. Lot Number

Example: Sni Bora - 333



The screenshot shows the EGLE MiWaters application interface. A modal dialog box titled "Select Site" is centered on the screen. The dialog contains the following text: "Please provide a name for the Site before beginning your submission." Below this text is a text input field labeled "New Site Name". At the bottom of the dialog are two buttons: "Cancel" and "Begin Submission". The background of the application is dimmed, showing a navigation menu on the left with "Home", "Notifications", and "Start a New Form" (highlighted in red). The top navigation bar includes "Home", "About", "Contact", "Sign Out", and "MI.gov Home". The user's name "Tom Graf" is visible in the top right corner.

6. Follow the steps in the Application to complete the application and submit.