



## Great Lakes Shoreline Management General Permit Application Form and Instructions

This application may be used for shoreline management activities located above the water's edge and below the ordinary high water mark (OHWM) on the bottomlands of the entire Great Lakes shoreline, including Lake St. Clair.

This application is for the following types of projects, provided they fit within the limits of the General Permit (GP) category:

- Leveling and grooming of sand in areas free of vegetation.
- Construction and maintenance of a temporary path in areas free of vegetation using on-site materials.
- Mowing a pathway.
- Mowing a recreational area.
- Mowing in previously mowed areas of Saginaw and Grand Traverse Bays, if the original mowing was done in compliance with the Natural Resources and Environmental Protection Act, 1994, PA 451, as amended (NREPA).
- Mowing of invasive or non-native species as part of a vegetation control plan in accordance with recommendations provided by the Department of Environmental Quality (DEQ).

A detailed description of the activities authorized under this GP may be accessed at <http://www.michigan.gov/deqwetlands>. Activities below the water's edge, vegetation removal, and beach nourishment are not authorized by this GP category. Individuals wishing to conduct these activities must complete the joint permit application, available at <http://www.michigan.gov/jointpermit>. Application of herbicide as part of an invasive or non-native species control plan requires a permit from the DEQ's Aquatic Nuisance Control Program. See <http://www.michigan.gov/inlandlakes>.

### Directions for completing the Great Lakes Shoreline Management General Permit Application Form:

Make sure you:

- Fill out all boxes pertinent to your project.
- Provide the township, range, and section numbers required in the Property Location and Description section.
- Print your name and sign and date your application on Page 3.
- Provide a letter of authorization if the legal property owner is not the individual who signs the application. A letter of authorization is a letter from the legal landowner(s) authorizing the applicant or agent to apply for the project. The letter should include the signature from the landowner and the project site address.
- If a path or recreation area is proposed, stake or flag the project area for a potential site inspection.
- An application fee of \$50 is required for projects that propose mowing alone. All other projects require a \$100 fee.
- If paying application fee by check, submit all application materials to:  
MDEQ, LWMD-PCU  
P.O. Box 30204,  
Lansing, MI 48909-7704.

If fee will be paid using the attached credit card or electronic funds transfer forms, you may submit all application materials to the address above, or to the appropriate DEQ district office, as shown at <http://www.michigan.gov/deqlwmd>.

### Provide the following maps, drawings, and photographs with adequate detail for review.

- **Vicinity Map:**  
A map to the proposed project location that includes all streets, roads, intersections, highways, or cross-roads to the project. Include written directions from a major intersection. Do not assume DEQ field staff will know where your project is located.
- **Project Site Plan:**  
Overhead drawings of the proposed project to scale or with length and width dimensions. Show property lines, the water's edge, approximate ordinary high water mark and any nearby buildings or other landmarks on the site plan.
- **Photographs of the project area:**  
Photos will aid DEQ field staff in the prompt review of your application. If possible, provide photos of the proposed work area showing vegetation and the shoreline. All photos must be labeled with the applicant's name, the date the photo was taken, and a description of what the photo shows. Photo locations should be indicated on the site plan.



**Great Lakes Shoreline Management  
General Permit Application Form**

Date Received:
Fee Received:
File Number:

**Property Owner**

**Agent/Contractor**

Property Owner:		
Contact Person:		
Address:		
City:	State:	Zip:
Phone:	Fax:	
Email:		

Agent/Contractor:		
Contact Person:		
Address:		
City:	State:	Zip:
Phone:	Fax:	
Email:		

**Project Location and Description**

Property Address:		City/Village:		Zip Code:	
Township Name:	County:	Town:	Range:	Section:	
Directions to property from main intersection:					
Describe proposed project and associated activities, construction sequence and construction methods. Attach additional sheets if necessary.					
Are these activities proposed in a designated Environmental Area, as defined by Part 323 of the NREPA? <input type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> unknown			Have any mowing activities taken place in the project area? <input type="checkbox"/> yes <input type="checkbox"/> no		
Have any vegetation removal activities taken place in the project area? <input type="checkbox"/> yes <input type="checkbox"/> no			If yes, was vegetation removed under a director's letter or permit? <input type="checkbox"/> yes <input type="checkbox"/> no If yes, list DEQ File Number:		

**Activities in Areas Free of Vegetation:**

Check each activity proposed and provide requested information.

<input type="checkbox"/> Leveling sand	Dimensions of work area: Length:                      Width:
<input type="checkbox"/> Grooming sand (including debris removal)	Dimensions of work area: Length:                      Width: Type of Debris to be removed (e.g., algae, animal and fish carcasses, garbage, etc): Debris disposal method and location: Grooming Depth (not to exceed 4 inches):
<input type="checkbox"/> Construction and maintenance of a path using on-site materials obtained from non-vegetated bottomlands or upland	Path dimensions (not to exceed 6 feet in width for each property owner or 10 feet in width for commercial or public properties): Length:                      Width: (For public access areas and commercial hotels only) Property width (feet of lake frontage): Number of paths proposed:

**Mowing Vegetation:**

Check each activity proposed and provide requested information.

<input type="checkbox"/> Mowing for a pathway	Proposed path dimensions (not to exceed 10 feet in width): Length: _____ Width: _____
	Proposed mowing height (not less than 4 inches): _____
	Vegetation collection methods and disposal location, if proposed: _____

<input type="checkbox"/> Mowing for a recreation area	Proposed dimensions (not to exceed 400 square feet): Length: _____ Width: _____
	Proposed Mowing Height (not less than 4 inches): _____
	Vegetation collection methods and disposal location, if proposed: _____

<input type="checkbox"/> Mowing in previously mowed areas of Saginaw and Grand Traverse Bays	Dimensions of previously mowed area: Length: _____ Width: _____
	Dimensions of proposed mowing area: Length: _____ Width: _____
	Dimensions of property: Length: _____ Width: _____
	Proposed mowing height (not less than 4 inches): _____
	Vegetation collection methods and disposal location, if proposed: _____

**Mowing Invasive or Non-native Species:**

Check below if conducting this activity. The purpose of an invasive species control program is to re-establish native vegetation on the shoreline. Creation of manicured lawns or complete removal of vegetation is not authorized. If controlling phragmites, please read the DEQ recommendation for Phragmites control and follow the guidelines for control plan applications available at [www.michigan.gov/deqwetlands](http://www.michigan.gov/deqwetlands).

Herbicide treatments require a permit from the Aquatic Nuisance Control (ANC) Program. See [www.michigan.gov/inlandlakes](http://www.michigan.gov/inlandlakes) for the permit application.

<input type="checkbox"/> Mowing invasive or non-native species as part of a vegetation control plan	Dimensions of proposed mowing area: Length: _____ Width: _____
	Invasive or non-native species to be removed: _____
	Vegetation collection methods and disposal location, if proposed: _____
	Anticipated Date of ANC permit issuance: _____
	ANC permit number (if applicable): _____

**APPLICANT'S CERTIFICATION: READ CAREFULLY BEFORE SIGNING** I am applying for a permit(s) to authorize the activities described herein. I certify that I am familiar with the information contained in this application, that it is true and accurate, and, to the best of my knowledge, is in compliance with the State *Coastal Zone Management Program* and the *National Flood Insurance Program*. I understand that there are penalties for submitting false information and that any permit issued pursuant to this application may be revoked if information on this application is untrue. I certify that I have the authority to undertake the activities proposed in this application. By signing this application, I agree to allow representatives of the DEQ to enter upon said property in order to inspect the proposed activity site and the completed project. I understand that I must obtain all other necessary local, county, state, or federal permits and that the granting of other permits by local, county, state, or federal agencies does not release me from the requirements of obtaining the permit requested herein before commencing the activity. I understand that the payment of the application fee does not guarantee the issuance of a permit.

Property Owner's Printed Name	Property Owner's Signature	Date
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