

MiEnviro for Air – Permit Applications

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Staff Introductions

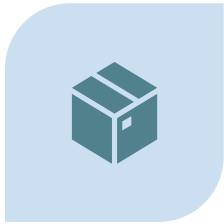


Dave Thompson
Senior Environmental Engineer



Janelle Trowhill
Engineer Specialist

Agenda



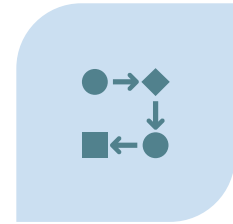
SUBMISSION
PACKAGES



SUBMISSION PACKAGE
FORMS



EQUIPMENT /
CONTROL DEVICE
SPECIFIC FORMS



SUBMISSION PACKAGE
PROCESS



ADDITIONAL
GUIDANCE /
REFERENCES



QUESTIONS

What is a Permit to Install Submission Package?

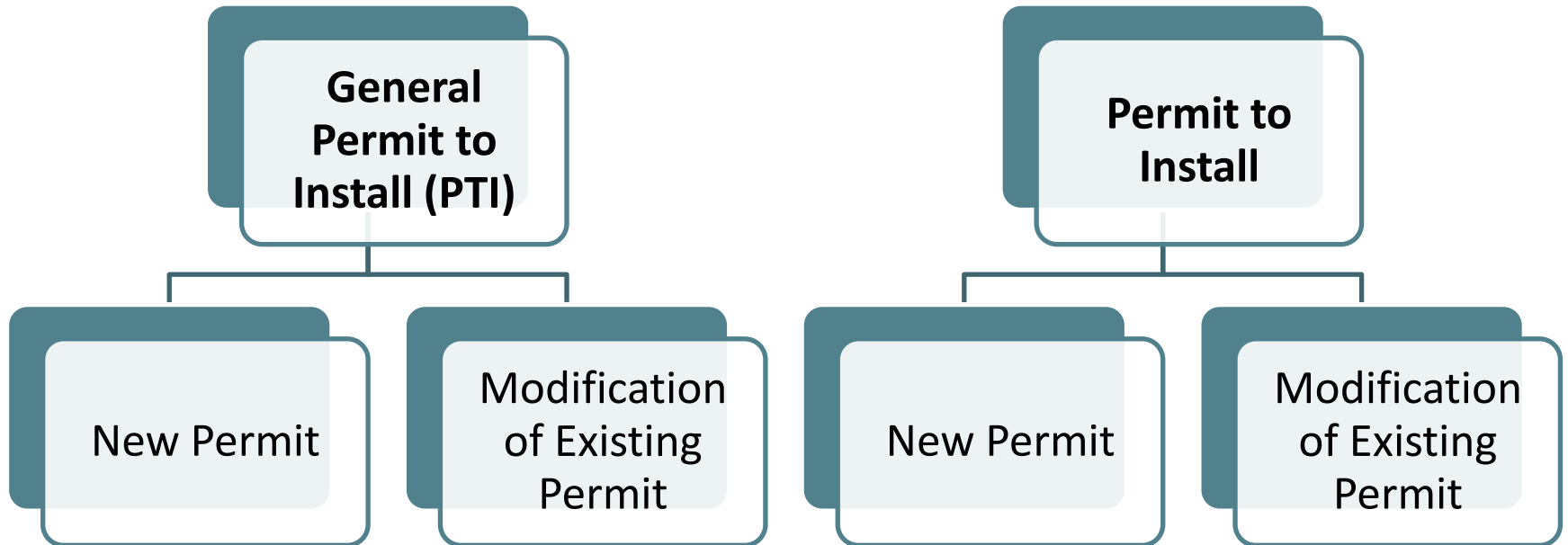
December 2024

- MiEnviro Portal rollout
 - Paper applications discontinued
 - Submission packages now used for Permit to Install (PTI) applications

Submission Package

- Group of forms for PTI application
 - Required and As Needed
 - Provide project-specific information

PTI Submission Packages



Which submission package do I use?

“New” and “Modification” submission packages

- Language refers to the PTI
- Not to the project equipment

Does the site have an “In Effect” PTI?

- Active PTI that a company is operating under.
- For major Title V sources , this PTI has not been rolled into the ROP.

Which submission package do I use?

New Permit

- New Sites
- Site has no “In Effect” PTI
- Title V-subject sources
 - Previous PTI rolled into ROP

Modification of Existing Permit

- Any existing piece of equipment with an “In Effect” PTI
- Adding a new piece of equipment to an “In Effect” PTI
- Title V-subject sources
 - Modify to “In Effect” PTI

Contact the AQD if you have questions

Submission Package Process

Not Started Forms

- Click 'Begin' to fill out

Draft Forms

- Forms may be filled out

Staged Forms

- Ready for submission package submittal

Submit Package

NOT STARTED
FORMS

DRAFT FORMS

STAGED
FORMS

SUBMIT
PACKAGE

General Permits to Install

Anhydrous Ammonia
Storage & Handling

Natural Gas-Fired
Burn-Off Oven

Nonmetallic Mineral
Crushing Plants

Propane or Natural
Gas-Fired Boilers

Remediation Processes
for Gasoline and
Petroleum-Based
Contaminants

General PTI Submission Packages

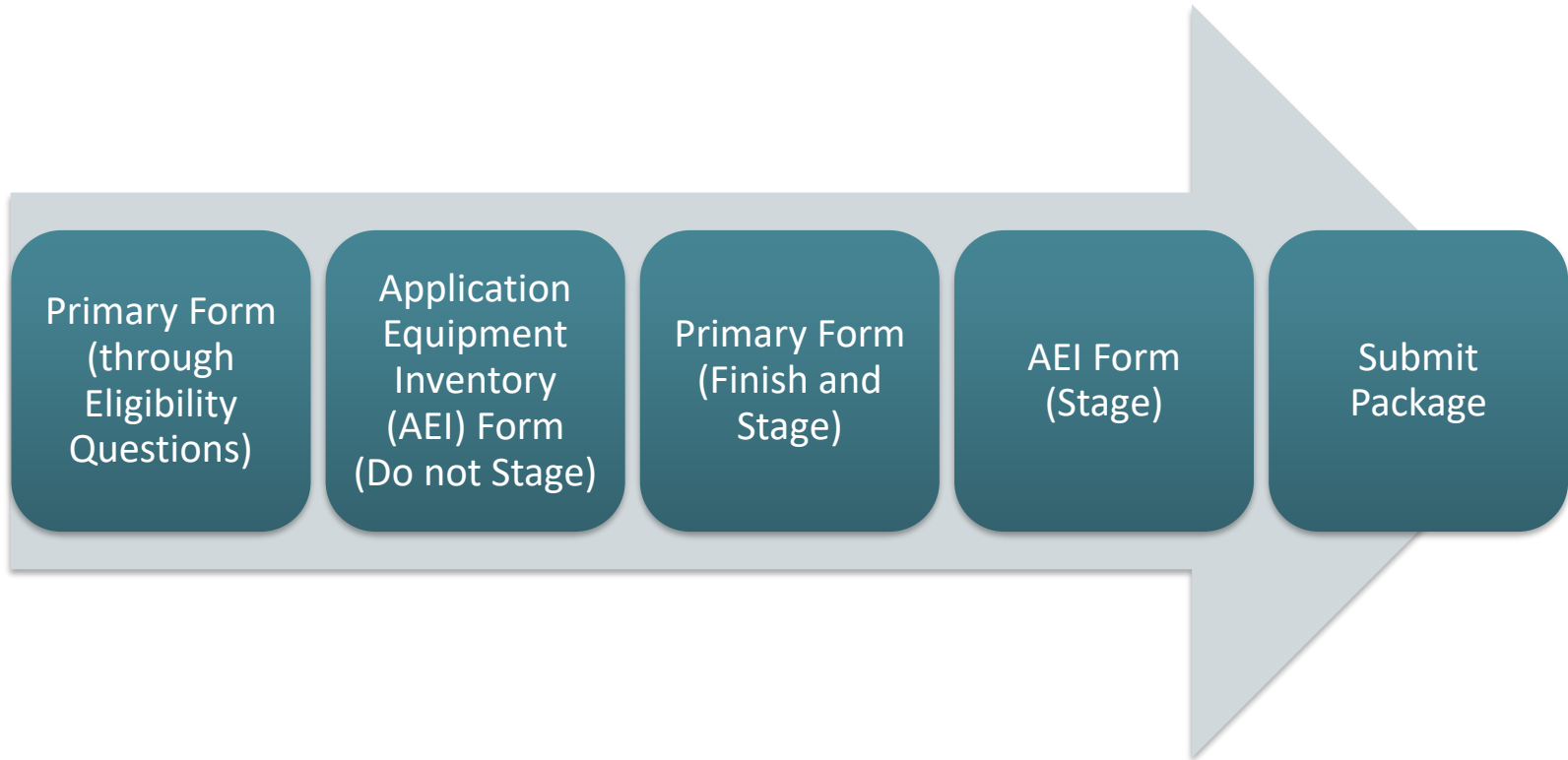


Primary Form –
Required



Application
Equipment Inventory
(AEI) Form – Required

Order to fill out General PTI Forms



PTI Submission Packages



Primary Form –
Required



Application
Equipment Inventory
(AEI) Form - Required



Equipment Specific
Forms – As Needed



Control Device
Specific Forms – As
Needed



Air Construction
Waiver Request – As
Needed



Air Miscellaneous
Form – As Needed

AEI Form

SLEIS Equipment Inventory Review (E422-ACR9-TPN8)

In Process



Facility Inventory



Facility



Release Points



Control Devices



Control Paths



Emission Units



Unit Processes

Associated Information



Attachments

More Actions

✓ Validate

🖨️ Print

AEI Form Resources

Air Emissions Reporting Website:

<https://www.michigan.gov/egle/about/organization/air-quality/air-emissions>

- Annual Equipment Inventory and Annual Emissions Reporting User Guide
 - Section 10: Background Information
 - Section 11: Tile Information / Guidance

Equipment and Control Device Specific Forms



**Approximately 20
different Equipment and
Control Device Forms**



**Forms are filled out
dependent on proposed
project.**



**Contact the AQD if you
have questions**

Equipment and Control Device Specific Forms

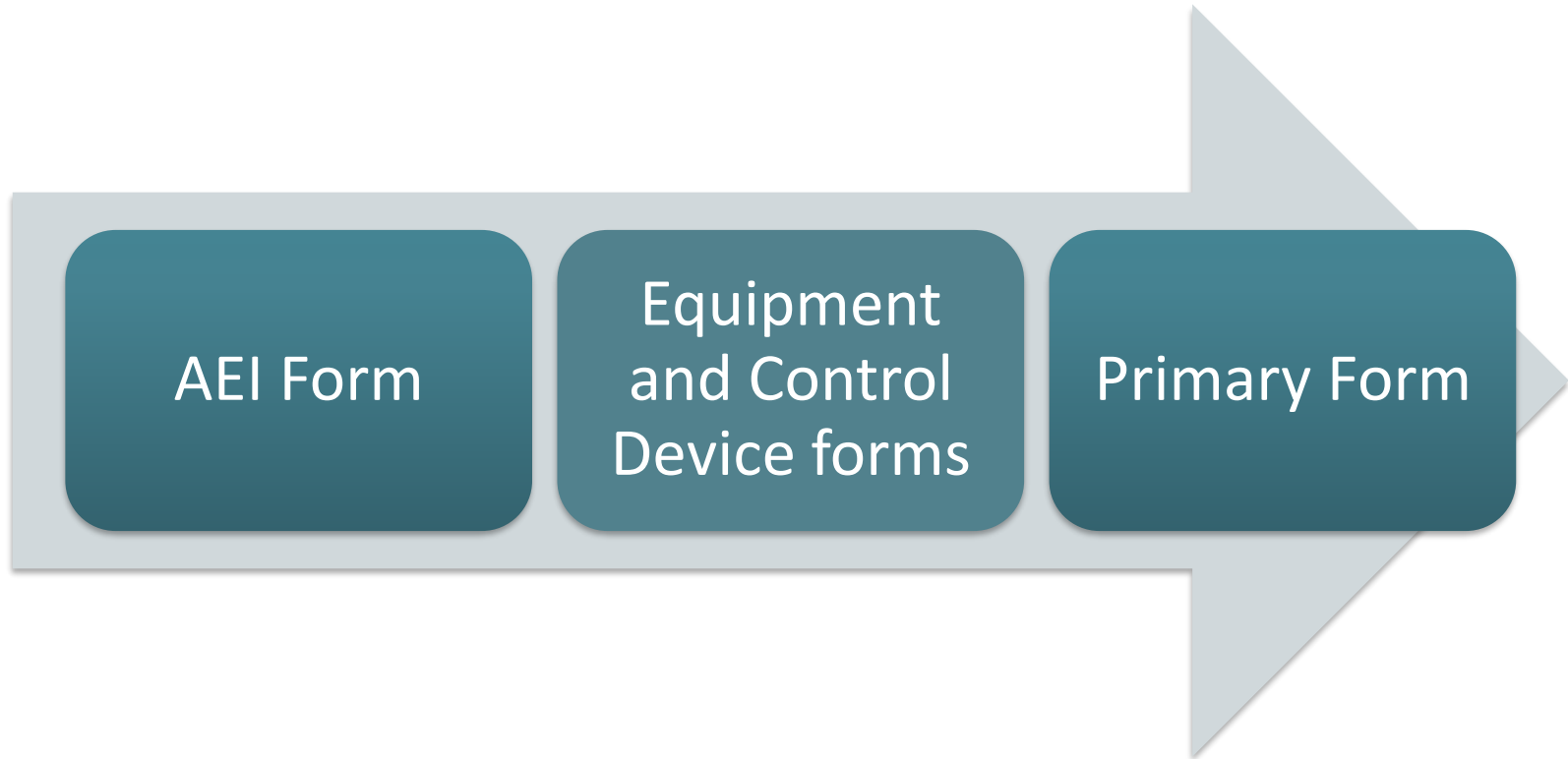
Fill out the form

- Equipment or control device is new
- Equipment or control device is being modified
 - Capacity change
 - Material change (i.e., coating, coating substrate, type of fuel)

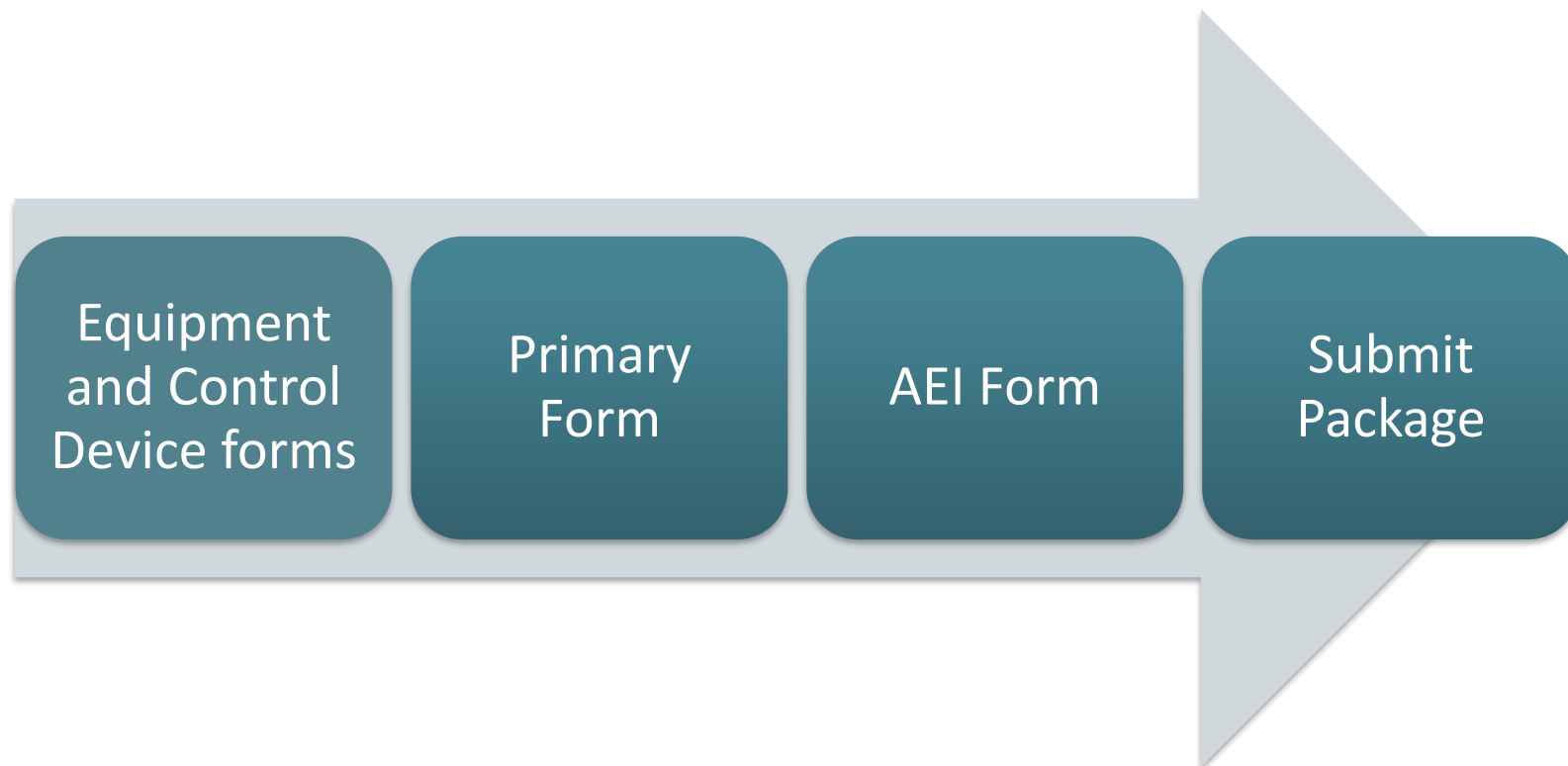
Do not have to fill out the form

- Project does not include the type of equipment or control device
- Existing equipment or control device is not fundamentally changing

Suggested Order to Fill Out Forms



Suggested Order to Stage Forms



Filling out and Staging forms



Any Administrator or Editor can fill out any form associated with a PTI submission package



Any Administrator or Editor can stage an Equipment or Control Device



Only a user with Certifier Status can stage the AEI and Primary Forms
The Primary Form must be staged by the authorized employee designated in the form.

Individual Form Submittal

- Individual submission package form has been Staged

Submission Complete

Print Confirmation

Air Permit to Install - New Permit

Submitted 05/14/2026 Submission [HQN-HQ1E-T23N1](#) Revision 1 Form Version 1.5

Your submission has been received. It is recommended to [print](#) and retain a copy of this confirmation.

View Submission

Return to MiEnviro Portal Home

Submitting the Package

- Required forms are Staged
- Submit Package button appears

The screenshot displays the MECC (Michigan Environmental Compliance Conference) submission interface. On the left is a sidebar menu for 'Sample Corp #04 (X0004)' with options: Home, Dashboard, Notifications, Details, Start a New Form, Submissions (highlighted in red), Evaluations, Documents, Equipment and Emissions, and Inventories. The main content area is titled 'Air Permit to Install (PTI) Submission Package - New Permit' with a package ID of 'PKG-00871'. It includes a '< BACK' button, a 'SHOW INSTRUCTIONS' button, and a 'Filter' input field. A list of submissions is shown, with two items highlighted in red boxes: 'Air Permit to Install - New' (marked 'REQUIRED') and 'Application Equipment Inventory Form' (marked 'REQUIRED'). Both items show a 'Staged' status and a 'View or Revise' button. A 'Submit Package' button is highlighted in a red box in the top right corner of the main area. The footer contains links to 'MI.gov Home', 'MIEnviro Portal Home', 'Contact', 'Policies', and 'Copyright 2024 State of Michigan'.

Website Resources

- PTI / NSR Website

<https://www.michigan.gov/egle/about/organization/air-quality/air-permits/new-source-review>

- General PTI Website

<https://www.michigan.gov/egle/about/organization/air-quality/air-permits/new-source-review/general-permits>

PTI / NSR Website

User Guides / Webinars

- Michigan PTI Guidebook
- Crushing plants
- Correction requests
- Equipment Inventory forms
- Pre-construction monitoring waiver and modeling protocol

Additional Guidance

- Application / PTI Information
- Forms, Instructions, and Procedures
- Other guidance and Information
- Laws and Rules

Application Form Instructions & Guidance Documents Website

- Specific Processes & Air Pollution Control Equipment
- Guidance Documents
 - PSD workbook
 - PTE workbook
 - Others

General PTI Website

User Guides

- General PTI User Guide
- User guide for Nonmetallic Mineral Crushing Plants
- Crushing plant relocation

General PTI Info

- Availability
- Background
- Applicability Criteria and Special Conditions
- General and Special Conditions

Contact Information

- Dave Thompson
 - ThompsonD22@Michigan.gov
- Janelle Trowhill
 - TrowhillJ1@Michigan.gov
- MiEnviro Help
 - EGLE-Air-MiEnviro@Michigan.gov

Questions?

How do I get Certifier Status?

- Fill out and mail the MiEnviro certifier agreement form
- Available on the MiEnviro Portal for air website
- Include *all* sites on one form