**Water ePermitting System**  
**Storm Water Permit Applications & Attachments for Storm Water Industrial Permits**

Below are the steps to complete and submit an industrial storm water permit form using the ePermitting System. More details, including screen shots are included starting on page 2.

<table>
<thead>
<tr>
<th>Need Assistance?</th>
<th><strong>ASK FOR HELP</strong> link on your Welcome page in the ePermitting System for technical user support</th>
</tr>
</thead>
<tbody>
<tr>
<td>Website Information</td>
<td>Go to the <a href="https://www.dnr.wi.gov/permits/water">Water Portal Web Page</a>, either type in “Water Permits” in the search bar on the DNR home page or go to <a href="http://dnr.wisconsin.gov/permits/water">dnr.wisconsin.gov/permits/water</a>.</td>
</tr>
</tbody>
</table>

**WAMS ID & Logging in to the ePermitting System**

- Choose **Register** for a WAMS ID, unless you already have a WAMS ID.
- Return to the Water Portal webpage; choose **Begin** to log into the ePermitting system.
- Login using your WAMS ID and password.
- You will be redirected to the “My Permit Applications and Reports” webpage. Here you can either start a new permit form or editing an existing form.
  - **Start new form**: choose **Storm Water** from the list of Permit Categories along the left, then **Storm Water Industrial Permit** in middle of screen.
  - **Resume editing an existing form**: choose the project name under either **Draft Items** or **Signature Confirmation Needed** on “My permit Applications and Reports” home page.

**Permit Application and Attachments**

- Choose **Storm Water Industrial Permit**.
- Choose **Permit Applications** for new Notice of Intent or No Exposure Certification, No Exposure Renewal or Transfer of Coverage options. *(More detail pg. 4)*
  - Using the **Home, Contacts, Site, Application** and **Attachments** pages, you will be able to navigate through the application process.
- Choose **Forms, reports and other additional attachments** for existing permittees submitting SWPPPs, inspection reports, sampling and monitoring information or other forms and reports. *(More detail pg. 8)*
  - Using the **Home, Contacts** and **Attachments** pages, you will be able to navigate through the forms and reports process.
- **Do not use this** online form for facility name changes or permit changes.

**Sign and Submit the Form** *(Must be done by authorized representative or a Delegated Signature Authority form must be submitted.)*

- Choose the **Signature** button.
- Choose who will be electronically signing the form.
- Read the **Terms and Conditions** and select the check box next to the signature area. This will fill in a digital signature using your WAMS ID information.
- Choose the **Initiate Signature Process** button to submit the form to DNR.
- Receive a second email with a onetime password.
- Choose the **Click to finalize signature** link.
- **Sign Document** and select **Confirm Signature** to submit the form to DNR; or to cancel signature, **Close** the window.

**After Submitting the Form**

A confirmation email is sent to the email address associated with the WAMS ID, acknowledging the form has successfully been submitted to the DNR. After the Intake review, you may track the status of submittals at: [permits.dnr.wi.gov/water/SitePages/Permit%20Search.aspx](http://permits.dnr.wi.gov/water/SitePages/Permit%20Search.aspx).

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*Updated 06/2021 (links updated 06/2022)*
Steps with Descriptions and Screen Image Examples

1. Below are links to the Water Portal Page, program webpages and how to start ePermits for the Water programs.
   a. To get to the Water Permit Water Portal Page either:
      i. Go to dnr.wisconsin.gov and type in “Water Permit” into the search bar
      ii. Go to dnr.wisconsin.gov/permits/water/

At this page you can: REGISTER for a WAMS ID, BEGIN a new or edit an existing form, VIEW public notices of the DNR’s intention to authorize activity relating to water, including permits issued to the DNR, TRACK the status of Wisconsin’s water permits, and LEARN with instructional handouts and training videos.

Towards the bottom of the webpage there are tabs with links for the different permitting programs that can be used to navigate to the program webpages to learn more about the requirements for the various permit programs.

2. A WAMS ID is required for applying for permits using the ePermitting System, but it is not required to view Public Notices, or Track the status of water permits. The WAMS ID is a secure login for all State of Wisconsin programs. Choose REGISTER to get a WAMS ID. Navigate back to the Water Portal Page to start a new permit form or work on an existing one.

3. Choose BEGIN to log into the ePermitting system so that you can either start a new permit form or resume editing an existing one.
4. Login using your WAMS ID by clicking the **Public Access (WAMS ID Required)** and filling in your WAMS ID and password.

![Public Access Login - WAMS ID Required](image)

5. Then you will be redirected to the **My Permit Applications and Reports** webpage. Here you can either start a new application or continue editing an existing application.
   a. To **start new form**: choose **Storm Water** from the list of Permit Categories along the left and move on to Step 6.
   b. The **existing permit form** will be listed under 3 categories. These categories are: **Step 1: Draft Permit Items**, **Step 2: Signature Confirmation Needed**, and **Items I Submitted to the DNR**.
   c. To open an existing permit form and resume editing it, click the link under the **Project Name** heading under either **Step 1: Draft Items** or **Step 2: Signature Confirmation Needed**.
   d. **Items I Submitted to the DNR** is where applications that have been successfully submitted to DNR will appear.

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Updated 06/2021 (links updated 06/2022)
6. **Under Storm Water Industrial Permit.** Choose ‘Permit applications’ or ‘Forms, reports and other additional attachments’ to begin.

   a. Choose **Permit applications** for owner or operator requesting new storm water permit coverage (Notice of Intent or No Exposure Certification), existing owner or operator requesting to renew No Exposure Certification or existing permit coverage to be transfer to new owner or operator (Transfer of Coverage) options. *(Continue on page 4, step 7 below.)*

   b. Choose **Forms, reports and other additional attachments** for existing permittees submitting SWPPPs, inspection reports, sampling and monitoring information or other forms and reports. *(Jump to page 8, step 10.)*

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**Storm Water Construction Permit**
- Permit applications: New or renewal land disturbing construction activity

**Storm Water Industrial Permit**
- Permit applications: Tier 1 or Tier 2 manufacturers, non-metallic mining operations, dismantling of vehicles for parts selling and salvage, recycling of scrap and waste materials, or no exposure certification
- Forms, reports and other additional attachments for existing permittees

**Storm Water MS4 eReporting**
- Municipal Separate Storm Sewer system (MS4) annual reports and permit compliance documents

**Notice of Termination**
- Discontinue storm water construction or industrial permit coverage

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**Permit Application Instructions.**

7. **For Permit Application Instructions.** Enter General Information to begin.

   a. **For a new WPDES permit record,** choose ‘Yes, No’ respectively.

      Enter Date that Industrial operations will or have begun, Parent Company name (legal name of the business that operates the facility or site described in this form), and Site/Facility name (official or legal name of the facility or site).

   b. **For an existing WPDES permit record,** choose ‘No, Yes’ respectively.

      Enter Date that Industrial operations will or have begun, Parent Company name (legal name of the business that operates the facility or site described in this form), and Site/Facility name (official or legal name of the facility or site).

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**General Information**

Notice: This form is authorized by s. 283.97, Wis. Stats. Submittal of a completed form to the Department of Natural Resources (“department”) is mandatory for any owner or operator of a storm water discharge who must apply for a permit in accordance with 40 CFR Part 122 or Chapter 283, Wis. Stats. Failure to submit a completed form to the department on time may result in forfeitures of up to $10,000 per day, pursuant to s. 283.91, Wis. Stats. Personal information on this form may be used for other water quality program purposes.

Important: State statutes provide for severe penalties for submitting false information on this form. State regulations specify by whom this form must be signed. More information is available on the signature page.

Complete all sections, Save your work, Move between tabs, Include your digital signature, Submit the Application to the DNR. Please complete the contents of each tab to submit your form.

NOTE: Missing or incomplete fields highlighted at the bottom of each page. You may save, close and return to your draft permit as often as necessary to complete your application. If the application is not completed in 90 days, your draft is deleted.

---

1. **Is this a newly built facility or a facility requesting Wisconsin Pollutant Discharge Elimination System (WPDES) permit coverage for the first time?**
   - Yes  No

2. **Does this facility already have a Wisconsin Pollutant Discharge Elimination System (WPDES) permit or No Exposure Certification (NEC) record existing with the department?**
   - Yes  No

   **Date that Industrial operations will or have begun:**

   **WPDES Permittee (Parent Company) Name:**

   **Site/Facility Name:**
c. For an existing WPDES permit record, choose appropriate Applicability.

<table>
<thead>
<tr>
<th>Applicability</th>
<th>Hide Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Select the reason for this Notice of Intent request for an existing WPDES department record.</td>
<td></td>
</tr>
<tr>
<td>New industrial storm water permit or No Exposure Certification</td>
<td></td>
</tr>
<tr>
<td>Facility currently has another WPDES permit but is requesting industrial storm water permit coverage or No Exposure Certification for the first time.</td>
<td></td>
</tr>
<tr>
<td>No Exposure Certification Renewal</td>
<td></td>
</tr>
<tr>
<td>Facility currently has a No Exposure Certification and is requesting a renewal. This certification must be submitted to the department every five years.</td>
<td></td>
</tr>
<tr>
<td>New owner/operator of existing discharge</td>
<td></td>
</tr>
<tr>
<td>Transfer of permit coverage, ownership and/or operation of a facility who discharge has authorized permit coverage or no exposure certification.</td>
<td></td>
</tr>
<tr>
<td>Facility name change</td>
<td></td>
</tr>
<tr>
<td>Ownership and/or operations of the facility is not changing, however, the facility is undergoing a name change.</td>
<td></td>
</tr>
</tbody>
</table>

This form is not intended for reporting facility name changes. Written documentation (including email) must be provided to a department staff person including details about the name change and updated contact information. Choose another option to continue with this form.

<table>
<thead>
<tr>
<th>Permit change</th>
<th>Hide Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>The facility’s industrial operations may have changes where it may need to transfer to a Tier 1 or Tier 2 permit.</td>
<td></td>
</tr>
<tr>
<td>This form is not intended for permit changes. Written documentation (including email) must be provided to a department staff person including details about the name change and updated contact information. Choose another option to continue with this form.</td>
<td></td>
</tr>
</tbody>
</table>

d. For an existing WPDES permit record, enter Facility ID Number (FIN) and select the Validate button.

The FIN is typically a 4- or 5-digit number.

2. Enter your Facility Identification Number (FIN) and validate to begin the process. If you do not know your Facility Identification Number (FIN), you may look it up here: [https://dnr.wi.gov/topic/Stormwater/data/Industrial/](https://dnr.wi.gov/topic/Stormwater/data/Industrial/)
8. Using the **Home**, **Contacts**, **Site**, **Application**, and **Attachments** pages, you will be able to navigate through the application process. The navigation tabs appear at the top of the form, above the Notice section.

![Navigation Tabs](image)

- **a.** The **Home** tab contains General Information.
- **b.** The **Contacts** tab requests the Official Representative, Primary Contact on Site, and Billing Contact. Provide the name of the Official Representative, the applicant. For a corporation: a responsible corporate officer including president, secretary, treasurer, vice president, manager, or a duly authorized representative having overall responsibility for the operation covered by this permit. For a unit of government: a ranking elected official, or other duly authorized representative. For a partnership: a general partner; and for a sole proprietorship: the proprietor. For a limited liability company: a manager. Provide the name of the Primary Contact on Site/Facility Operator, whom is situated on the site/facility premises. Provide the name of the Billing Contact, whom the annual permit fee should be directed.
- **c.** The **Site** tab contains site information, including Site Map options and Site Location information. Choose the best map option for your project ("Create Map" or "Upload ShapeFiles" are preferred; choosing "Upload Other Map" will increase application processing time.).

![Site Map Options](image)

- **d.** The **Application** tab requests information relating to the industrial activities and land use that will be conducted at the site, operations, storm water discharges, and any other types of discharges to the storm sewer system.
e. The **Attachments** tab contains application attachments and supplemental information required for a complete application.

<table>
<thead>
<tr>
<th>Storm Water Pollution Prevention Plan (SWPPP)</th>
</tr>
</thead>
<tbody>
<tr>
<td><img src="image" alt="Click here to attach a file" /></td>
</tr>
<tr>
<td><img src="image" alt="Add additional attachments" /> (Ctrl + Delete to remove)</td>
</tr>
</tbody>
</table>

All facilities are subject to an industrial storm water permit are required to prepare and implement a Storm Water Pollution Prevention Plan (SWPPP). The SWPPP contains:
- a map with the locations of materials and activities that could contaminate Storm Water (NR 216.27(3)(c) and NR 216.27(3)(e), Wis. Adm. Code), and
- a narrative discussing the types of best management practices currently being implemented or proposed to eliminate or minimize Storm Water from contacting materials or activities at the facility (NR 216.27(3)(h), Wis. Adm. Code), and
- a schedule for implementing the plan

Or if exempt from preparing a SWPPP, upload a document explaining why a SWPPP is not required.

<table>
<thead>
<tr>
<th>Storm Water Discharge Analysis</th>
</tr>
</thead>
<tbody>
<tr>
<td><img src="image" alt="Click here to attach a file" /></td>
</tr>
<tr>
<td><img src="image" alt="Add additional attachments" /> (Ctrl + Delete to remove)</td>
</tr>
</tbody>
</table>

Documentation showing that storm water runoff from this facility been analyzed for the presence of any pollutants.

<table>
<thead>
<tr>
<th>Nonmetallic Mining Site Map</th>
</tr>
</thead>
<tbody>
<tr>
<td><img src="image" alt="Click here to attach a file" /></td>
</tr>
<tr>
<td><img src="image" alt="Add additional attachments" /> (Ctrl + Delete to remove)</td>
</tr>
</tbody>
</table>

Attach a site map, such as an air photo, USGS topographic or survey map, showing the mining site location, the nearest public roadway and surface water resources within 100 feet. Wastewater treatment, seepage and discharge points should also be shown.

<table>
<thead>
<tr>
<th>Internally Drained Calculations</th>
</tr>
</thead>
<tbody>
<tr>
<td><img src="image" alt="Click here to attach a file" /></td>
</tr>
<tr>
<td><img src="image" alt="Add additional attachments" /> (Ctrl + Delete to remove)</td>
</tr>
</tbody>
</table>

To verify internal drainage, include the technical information used to claim internal drainage.

Under s. NR 216.30(2), Wis. Adm. Code, a nonmetallic mining operation is internally drained if all storm water that contacts disturbed areas or excavated material is directed to onsite infiltration areas that are entirely confined and retained within the property boundaries of the site. A nonmetallic mining operation is internally drained if all storm water up to the 25-year, 24-hour frequency storm that falls directly on disturbed areas or comes into contact with excavated material and containing only sediment is entirely captured and contained or infiltrated within the nonmetallic mining operation.

Note: Haul roads are considered part of the nonmetallic mine facility. If haul roads are stable and associated ditches are well vegetated and in a stable condition, the Department may exclude them from consideration of the internally drained determination.

<table>
<thead>
<tr>
<th>Site Photos</th>
</tr>
</thead>
<tbody>
<tr>
<td><img src="image" alt="Click here to attach a file" /></td>
</tr>
<tr>
<td>Date of Photographs:</td>
</tr>
<tr>
<td><img src="image" alt="Add additional site photos" /> (Ctrl + Delete to remove)</td>
</tr>
</tbody>
</table>

Provide photos of the facility/site in its existing condition (as the site sits today). The photos should show areas of the facility/site that may include materials or activities exposed to precipitation, outdoor storage areas, outdoor maintenance areas, loading/unloading docks, dumpster areas, holding tanks, treatment facilities (such as storm water ponds), etc. Enter the date the photos were taken.

<table>
<thead>
<tr>
<th>Other Project Documents</th>
</tr>
</thead>
<tbody>
<tr>
<td><img src="image" alt="Click here to attach a file" /></td>
</tr>
<tr>
<td>Other relevant documents.</td>
</tr>
</tbody>
</table>
9. Once the Home, Contacts, Site, Application, and Attachments pages are completed, select the Signature tab.
   a. You can navigate between the Application, Project, and Attachments pages as much as needed to in
      order to complete your application.
   b. Required fields are indicated with a red asterisk.
   c. Missing items will be indicated towards the bottom of each page.
   d. Click the Press to Refresh Missing Fields button located towards the bottom of the page to refresh the page and
      check for any other missing items.
   e. When there are no missing items on the Home, Contacts, Site, Application, and Attachments pages you
      will be able to navigate to the Signature page.

Permit Attachments (Forms & Reports) Instructions.
10. For Permit Attachment Instructions. Enter General Information to begin.
    a. Enter a Form Name (i.e., ABC Company Storm Water Pollution Prevent Plan).
    b. Enter Facility ID Number (FIN) and select the Validate button. The FIN is typically a 4- or 5-digit number. Choose
        the ‘Yes’ or ‘No’ button to verify correct record.

        Submittal of Forms, Reports, and Other Documents for Industrial Storm Water Permits

        General Information

        Notice: The department is authorized to request the information in this report under ch. 283, Wis. Stats. If false information is reported to the department, you could be subject to penalties up to $10,000 per day, pursuant to s. 283.01, Wis. Stats. Personally identifiable information on this form may be used for other water quality program purposes.

        Important: State statutes provide for severe penalties for submitting false information on this form. State regulations specify by whom this form must be signed. More information is available on the signature page. Personally identifiable information on this form will be viewable for public search.

        Complete all sections, Save your work, Move between tabs, Include your digital signature, Submit the form to the DNR. Please complete the contents of each tab to submit your form.

        NOTE: Missing or incomplete fields are highlighted at the bottom of each page. You may save, close and return to your draft as often as necessary to complete your form. If your form is not completed in 90 days, your draft is deleted.

        You must enter a Form Name, FIN, and Validate to begin the process.

        Forms, Reports, and Other Documents

        If you do not know your Facility Identification Number (FIN), you may look it up here:

        - Industrial: [https://dnr.wi.gov/topic/Stormwater/data/Industrial/](https://dnr.wi.gov/topic/Stormwater/data/Industrial/)

        Form Name: 
        Facility ID Number (FIN): 
        Validate

        Note: FIN is typically 5 digits or less. It is not the same as “FID”.

        Permittee Name: 
        Site/Facility Name: 
        Address/Description: 
        Municipality: 
        County: 
        Is this the correct record? [Yes] [No]
11. Using the Home, Contacts and Attachments pages, you will be able to navigate through the form. The navigation tabs appear at the top of the form, above the Notice section.

<table>
<thead>
<tr>
<th>Home</th>
<th>Contacts</th>
<th>Attachments</th>
<th>Signature</th>
</tr>
</thead>
</table>

**General Information**

Notice: The department is authorized to request the information in this report under ch. 283, Wis. Stats. If false information is reported to the department, you could be subject to penalties up to $10,000 per day, pursuant to s. 283.91, Wis. Stats. Personally identifiable information on this form may be used for other water quality program purposes.

Important: State statutes provide for severe penalties for submitting false information on this form. State regulations specify by whom this form must be signed. More information is available on the signature page. Personally identifiable information on this form will be viewable for public search.

Complete all sections. Save your work, Move between tabs, Include your digital signature, Submit the form to the DNR. Please complete the contents of each tab to submit your form.

NOTE: Missing or incomplete fields are highlighted at the bottom of each page. You may save, close and return to your draft as often as necessary to complete your form. If your form is not completed in 90 days, your draft is deleted.

a. The Home tab contains General Information.

b. The Contacts tab pulls in existing database data for the Official Representative, Primary Contact on Site, and Billing Contact. Make updates as applicable.

Provide the name of the Official Representative, the applicant. For a corporation: a responsible corporate officer including president, secretary, treasurer, vice president, manager, or a duly authorized representative having overall responsibility for the operation covered by this permit. For a unit of government: a ranking elected official, or other duly authorized representative. For a partnership: a general partner; and for a sole proprietorship: the proprietor. For a limited liability company: a manager.

Provide the name of the Primary Contact on Site/Facility Operator, whom is situated on the site/facility premises.

Provide the name of the Billing Contact, whom the annual permit fee should be directed.

c. The Attachments tab contains a drop down for choosing applicable forms, reports, etc. to be submitted. Multiple documents can be attached as appropriate.

<table>
<thead>
<tr>
<th>Select...</th>
<th>Storm Water Pollution Prevention Plan - SWPPP</th>
<th>Quarterly Visual Inspection Report</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Annual Facility Site Inspection Report (AFSCI)</td>
<td>Storm Water Chemical Analysis Report</td>
</tr>
<tr>
<td></td>
<td>Non-Storm Water Discharge Analysis</td>
<td></td>
</tr>
</tbody>
</table>
Choose the File Type you will be submitting to the DNR. Then upload the file.

- **Quarterly Visual Inspection Report** - Quarterly Visual Inspections at each storm water discharge outfall on your site can be a valuable assessment tool and are required by the Industrial Storm Water General Permits. This inspection should be performed when runoff occurs during daylight hours. Try to make observations within the first 30 minutes after runoff begins discharging from the outfall, or as soon as practical, but no later than 60 minutes. If you find visible pollution, note the probable source and list any possible Best Management Practices that could be used to reduce or eliminate the problem. Update your SWPPP as needed. ([https://dnr.wi.gov/files/PDF/forms/3400/3400-107a.pdf](https://dnr.wi.gov/files/PDF/forms/3400/3400-107a.pdf))
- **Annual Facility Site Inspection Report (AFSCI)** - Submittal of a completed form to the Department is mandatory for industrial facilities covered under a Tier 1 storm water general permit. Facilities covered under a Tier 1 permit are not required to submit AFSCI reports after submittal of the second AFSCI report, unless so directed by the department. However, these inspections and quarterly visual inspections shall still be conducted and results shall be kept on site for department inspection. Facilities covered under a Tier 2 storm water general, industry-specific general or individual permit shall keep the results of their AFSCI and quarterly visual inspections on site for department inspection. ([https://dnr.wi.gov/files/PDF/forms/3400/3400-107b.pdf](https://dnr.wi.gov/files/PDF/forms/3400/3400-107b.pdf))
- **Storm Water Chemical Analysis Report** - Industrial permittees are required to submit storm water chemical analysis in accordance with the monitoring requirements of NR 216.28 (4), their SWPPP, or their permit, shall provide the results of their storm water chemical analysis. ([https://dnr.wi.gov/files/PDF/forms/3400/3400-176a.pdf](https://dnr.wi.gov/files/PDF/forms/3400/3400-176a.pdf))
- **Non-Storm Water Discharge Analysis** - Industrial permittees are required to evaluate all outfalls during dry weather conditions for non-storm water discharges into the storm drainage system beginning the first year of permit coverage. Monitoring procedures shall either include end of pipe screening visual observations at least twice per year or detailed testing such as dye testing, smoke testing, or video camera observation. If the latter option is chosen, retesting is required every 5 years unless a more frequent schedule is deemed necessary by the department.

**Signature Process for both Applications and Attachments.**

12. Choose the **Signature** tab.

13. Choose who will be electronically signing the form. Several signee options are available:
   a. If you are the **Official Representative using your WAMS ID**, the Delegation of Signature Authority form is not required.
   b. If you are **signing on behalf of the Official Representative**, the Delegation of Signature Authority form (Form 3400-220) is required to be uploaded.
   c. If you are seeking to **share the permit form with the Official Representative**, check the box so that the Official Representative may continue with option 1 above. This option will prompt you to return to the Welcome Page and use the **Assign Role** feature to route the form to the owner/operator for signature.
   d. If you are **transferring permit coverage**, the Transfer of Coverage form (Form 3400-222) is required to be uploaded. The form shall be signed by both the existing permittee (Transferor) and the proposed permittee (Transferee).

14. Read over the **Terms and Conditions** and select the check box next to the signature area. This will fill in an eSignature using your WAMS ID information and a time and date stamp.
15. Choose the *Initiate Signature Process* button.

![Image of Sign and Submit Your Application form]

16. Receive an email with a one-time password needed to finish submitting the form to DNR
   a. Here you will be able to print or save a copy of the finished form if desired.
   b. Choose **Click to finalize signature** link in the email.

![Image of email with one-time password]
17. This will bring you back to your form where you will select **Confirm Signature**.
   c. If the form was started in error, select or you no longer wish to continue with the signature process choose **Cancel**.

18. Select **Confirm Signature** to finish the signature process and submit the form to the DNR for processing.
19. After completing the signature process, an email and/or notification will be received saying that your form has been successfully submitted to the DNR for processing and review. This does not mean that your form was approved.
   You will be rerouted to the **My Permit Applications and Reports** page so that you can start a new permit form, resume editing an existing form, begin the signature process for the next form, or log out of the system.
Hints, Tips and Tricks

Using the Assign Role feature, you also have the ability to start a permit form and then share it with someone else. This feature is commonly used between consultants to start a permit form and get the attachments added to the permit form, and then they will send the form to the owner or operator to review and complete the payment and signature areas. When shared, under Share Application it will show the email address of the person who currently has the form (instead of “Assign Role”). Please note that if you use this feature, the permit form may not appear under the appropriate category area as described above if shared with more than two people.

If desired you can also send the form to another person, i.e. the owner or operator, so that they can review it, and sign & submit the form to DNR. This is done through the Assign Role feature on the “My Permit Applications and Reports” webpage discussed under #5. The owner or operator needs to have a WAMS ID set up already, and you need to know the email associated with it to send the form to them. Please refer to the link titled Steps for a landowner and agent to share a draft permit for in depth description of how to do this.

If you are having issues, please refer to the ASK FOR HELP link along the left-hand side. Someone will be in contact with you to help with your issue or answer your question.

VIEW public notices of the DNR’s intention to authorize activity relating to water, including permits issued to the DNR, TRACK the status of Wisconsin’s water permits and LEARN for instructional handouts and training videos.

Water permit applications

For some of our permits, submit applications and other forms to the DNR online. Get a WAMS ID, complete an application, sign and pay fees in a few steps. Track permits and know exactly where they are in the permitting process. Follow us as we add more permits to our online system. Applications not yet available online are linked below as a PDF.

- Register for a WAMS ID to access our SharePoint site to complete an online application.
- Begin a new or edit an existing application, sign and pay fees online.¹
- View public notices of the DNR’s intention to authorize activity relating to water, including permits issued to the DNR.
- Track the status of Wisconsin water permits.
- Watch instructional training videos.

¹ WAMS ID and password needed to log in.

<table>
<thead>
<tr>
<th>Water supply</th>
<th>Storm water</th>
<th>Agricultural livestock operations</th>
<th>Wastewater</th>
<th>Aquatic plant management</th>
<th>Waterway and wetland</th>
</tr>
</thead>
<tbody>
<tr>
<td>General information about the application type</td>
<td>Paper process</td>
<td>Online process</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Public water supply development</td>
<td>View info</td>
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Updated 06/2021 (links updated 06/2022)