

Permit Renewal Application for Healthcare Facilities

Help sheet for the Industrial Online Reporting System

Permit Renewal Application for Healthcare Facilities

Log into the Industrial Online Reporting System at:

<https://www.govonlinesaas.com/MN/SPL/Public2/GovEnt/Shared/Pages/Main/Login.aspx>

Opening the Permit Renewal Application

From the “My Dashboard” tab, look for the submittal type “Permit Renewal Application for Healthcare Facilities.”

Edit	Facility	Submittal Type	Monitoring Point	Monitoring Period	Due Date	Status	Submit Date
Edit	Test Food Producer	Reporting Period Info SMR - Standard Discharges	SP-01	10/1/2015 - 12/31/2015	01/20/2016	Over Due	
Edit	Test Metal Finisher	Reporting Period Info SMR - Standard Discharges	SP-01	7/1/2015 - 12/31/2015	01/20/2016	Over Due	
Edit	Test Fortune 500 Company	Reporting Period Info SMR - Standard Discharges	SP-01	10/1/2015 - 12/31/2015	01/20/2016	Over Due	
Edit	##TEST - Microbrew 1	Annual SMR - Microbrewery/Brewpubs	SP-01	1/1/2015 - 12/31/2015	01/20/2016	Over Due	
Edit	##TEST - Special 6	Reporting Period Info SMR - Special Discharges	SP-RP SMR Discharge	10/1/2015 - 12/31/2015	01/20/2016	Over Due	
Edit	##TEST - Zero 1	Annual SMR - Zero Discharge CIUs	SP-01	1/1/2015 - 12/31/2015	01/20/2016	Over Due	
Edit	##TEST - Standard 2	Sampling Results SMR - Standard Discharges	SP-02	7/1/2015 - 12/31/2015	01/30/2016	Over Due	
Edit	##TEST - Standard 2	Sampling Results SMR - Standard Discharges	SP-01	7/1/2015 - 12/31/2015	01/30/2016	Over Due	
Edit	##TEST - Special 6	Sampling Results SMR - Special Discharges	SP-01	10/1/2015 - 12/31/2015	01/30/2016	Over Due	
Edit	##TEST - Special 6	Sampling Results SMR - Special Discharges	SP-02	10/1/2015 - 12/31/2015	01/30/2016	Over Due	
Edit	##TEST - Standard 2	Permit Renewal Application - Standard Discharges	SP-01	12/2/2015 - 1/31/2016	01/31/2016	Over Due	

Click on the edit button in the “Edit” column for the respective submittal.

Completing the Permit Renewal Application

PERMIT RENEWAL APPLICATION FOR HEALTHCARE FACILITIES (SUBMITTAL ID: 42248)

Please fill out the form below.

Don't forget to click the save button or green check mark ✓ for tables to save your input!

Please click [here](#) for instructions

If you need assistance, please contact the MCES Industrial Online Reporting Coordinator at 651-602-4789 or via email at MCESIndustrialOnlineReporting@metc.state.mn.us

If you have permit related questions, please contact your MCES permit engineer.

[Exit](#) [Save](#) [Previous](#) [Next](#)

A. General Information

Facility Name: Healthcare Facility Facility Location: 2 N Test LN, #1555, VADNAIS HEIGHTS, MN 55127 Permit No.: H0024
Mailing Address: 2 N Test Lane # 1555, VADNAIS HEIGHTS, MN 55127 County: Ramsey

Carefully review your Facility's contact information below. To make updates to a contact, click on the icon to the very left. If a contact is no longer active at your facility, click on the icon to deactivate them.

Responsibility Type	Status	Salutation	First Name	Middle Initial	Last Name	Job Title	Contact Mailing Address	Address Line 2
Signatory Authority Billing Field Primary			John		Doe	President	2 N Test Lane	# 1555

[Add New Contact](#)

* 1. Is there any change in facility mailing address? ☐ Yes ☐ No

* 2. Does your facility have any other facilities in the seven county metropolitan area that have a discharge other than domestic waste which have not applied for a permit? ☐ Yes ☐ No







1. Data Entry

The grey header displays the facility's basic information. Before adding any information to the form, tab below, confirm that the information in this grey header is for the correct facility. If the information is incorrect, please go back to the previous page and select the correct submission.

Step 1: General Information









Below the grey header there is a blue table that displays the facility's contact information.

Note: Scroll to the right of the screen to see all the information about the contact.

	Responsibility Type	Status	Salutation	First Name	Middle Initial	Last Name	Job Title	Contact Mailing Address	Address Line
	Field		Mrs	Jane	E	Doe	Boss	12 TEST Lane	
	Designated Signatory Primary			John		Smith	title	11 TEST Lane	
	Billing		Mr	Test	E	Person	Primary	12 TEST Lane	

Add New Contact

To remove: If the person no longer works at the facility change the status from **“Active”** to **“Inactive”** by clicking on the **green** check mark button in the status column of the table. The status will change to a **red** “X” mark.

	Responsibility Type	Status	Salutation	First Name	Middle Initial	Last Name	Job Title
	Field		Mr	Test	E	Person	Primary
	Signatory Authority		Mrs	Jane	E	Doe	Boss
	Primary		Mr	Test	E	Person	Primary
	Billing			John		Smith	Billing Specialist

To add: Click on the **yellow** **“Add New Record”** button. The page will display a pop-up window for you to enter in the contact information for a new contact person. The required fields of information are denoted with a **red** asterisk. Then click on the blue **“Save”** button.

Facility Contact

Please fill in the form, all (*) fields are required.

Salutation:

Job Title:

* First Name:

Mid Initial:

* Last Name:

Status:

Active

* Contact Mailing Address:

Mailing Address Line 2:

* City:

* State:

Minnesota

* Zip:

* Phone No.: (XXX-XXX-XXXX)

Ext:

Fax No.: (XXX-XXX-XXXX)

* Email:

* Responsibility:

☐ Alternate
 ☐ Billing
 ☐ Designated Signatory
 ☐ Environmental Consultant
 ☐ Field
 ☐ Primary
 ☐ Signatory Authority

Save

Cancel

The blue table will be updated with the new contact person.

To edit: Click on the **“edit”** symbol (far left column) in the row of the respective person who's contact information needs to be updated. The page will display a pop-up window for you to enter in the updated information. The required fields of information are denoted with a **red** asterisk. Then click the **“Save”** button.

Name Change: If the person listed has a change in their name or you need to make a correction to the spelling of the name the form will not allow you to make the change. To make the correction, enter in the correct name in the box provided. Please also include a reason for the name correction.

To save the record, click on the **“Save”** button.

The blue table will be updated with the information that was provided in the pop-up window.

Answer questions **1** and **2** (question below the blue table) by selecting the appropriate radio button. Depending on the selection, the system may require you to add more information. The required fields are denoted with a **red** asterisk (*).

Step 2: Operations

Number of employees per shift

Enter in the number of employees for each shift in the fields provided. Add/update the times for each shift.

B. Operations:

1. Number of Employees per Shift:

No. of Employees in 1st Shift:	From	To
<input type="text" value="152"/>	<input type="text" value="8:00"/> <input type="button" value="AM"/>	<input type="text" value="5:00"/> <input type="button" value="PM"/>
No. of Employees in 2nd Shift:	From	To
<input type="text" value="25"/>	<input type="text" value="5:00"/> <input type="button" value="PM"/>	<input type="text" value="1:00"/> <input type="button" value="AM"/>
No. of Employees in 3rd Shift:	From	To
<input type="text"/>	<input type="button" value="AM"/>	<input type="button" value="PM"/>

Answer questions **2** through **14** using the radio buttons or check boxes provided.

Step 3: Industrial Wastewater

1. Use the box(es) to indicate the incoming water treatment methods used at the facility. More than one may apply. If you select “Other,” please define what other method is being used.

★ 1. Please indicate any incoming water treatment (check all that apply): ☐ None ☐ Water Softener ☐ Reverse Osmosis ☐ De-ionization ☒ Other

Ultra Violet Light

★ Please define Other:

2. Use the radio button to answer the question. If the facility has a reject waste stream, such as back wash from a water softener, check “Yes.” The form will update and provide a box for you to enter the total volume of the reject waste stream discharged to the sanitary sewer. Enter the value in the box provided (gallons per year).
3. Chemicals added to re-circulating cooling water and/or boiler makeup water

To add: Click on the **yellow “Add New Record”** button.






	Chemical Added	System Being Treated	Chemical Make-Up	Gallons Used Per Year
✓ ✕	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Add New Record

In the row, enter the name of the chemical added, the system being treated, chemical make-up and the number of gallons used per year. Then click on the **green** check mark to complete editing.



To edit: Click on the **“edit”** symbol in the far left column of the table next the respective row. Make the necessary changes and click on the **green** check mark to complete editing.

Note: Only one row of the table can be edited at a time.

		Chemical Added	System Being Treated	Chemical Make-Up	Gallons Used Per Year
		KRISS RP-750	Cooling Tower	Potassium Hydroxide	60
		KRISS CWT - 540	Cooling Tower	Sodium Hydroxide	120
		Nalco 352 (corrosion inhibitor)	Boiler Makeup	Morpholine	10

4. Sources of Industrial Waste

To add: Click on the yellow “Add New Record” button.





	Source	% of Total Facility
 	<input type="text"/>	<input type="text"/>

Add New Record

In the row, enter the name of the source and the percent of the total facility discharge that source contributes. Then click on the **green** check mark to complete editing.

To edit: Click on the “edit” symbol in the far left column of the table next the respective row. Make the necessary changes and click on the **green** check mark to complete editing.

Note: Only one row of the table can be edited at a time.

		Source	% of Total Facility
		Process 1	50
		Process 2	10

5. Pretreatment Method

Answer the question using the radio button. If “No” is selected, proceed to the next question.

To add: Click on the **yellow** “Add New Record” button.

In the row, select the method of treatment and the year installed. Next, enter the name of the wastestreams treated, parameter(s) treated and discharge rate (integer). Then select the discharge rate unit and frequency and enter the byproduct disposal method. Finally, click on the **green** check mark to complete editing.

To edit: Click on the “edit” symbol in the far left column of the table next the respective row. Make the necessary changes and click on the **green** check mark to complete editing.

Note: Only one row of the table can be edited at a time.

6. Batch Discharges

Answer the question using the radio button. If “No” is selected, proceed to the next question.

To add: Click on the **yellow** “Add New Record” button.

In the row, enter the name of the source, characteristics and quantity (integer). Next, select the quantity units and discharge frequency and enter the pretreatment method (if applicable). Then click on the **green** check mark to complete editing.

To edit: Click on the “**edit**” symbol in the far left column of the table next the respective row. Make the necessary changes and click on the **green** check mark to complete editing.

Note: Only one row of the table can be edited at a time.

7. Waste hauled off-site for treatment

Answer the question using the radio button. If “**No**” is selected, proceed to the next question.

To add: Click on the **yellow** “**Add New Record**” button.

In the row, enter the name of the wastestream shipped, characteristics, and quantity (integer). Next, select the quantity units and shipping frequency. Then enter the company who either transports this waste or where this waste is taken for disposal. Finally, click on the **green** check mark to complete editing.

To edit: Click on the “**edit**” symbol in the far left column of the table next the respective row. Make the necessary changes and click on the **green** check mark to complete editing.

Note: Only one row of the table can be edited at a time.

Step 4: Permits/Licenses

1. Answer question **2** using the radio buttons.

If “**No**” is selected, a box will be provided for you to enter in the correct Federal Tax ID number for the facility.

2. Answer question **3** using the radio buttons.

If “**Yes**” is selected, please enter the permit number in the field provided.

3. Answer question **4** using the radio buttons.

If “**Yes**” is selected, use the drop down menu to choose the type of license. Click on the **yellow** “**Add New Record**” button. Next, enter in the Permit/License Number and the agency who issued the permit. The click on the **green** check mark to complete editing.

★ If Yes, Please indicate the type of license: VSQG

★ Please provide detail:

	Permit/License Number	Issued By
<input checked="" type="checkbox"/> <input type="checkbox"/>	MND0000000000	Ramsey County

Add New Record

4. Answer question **5** using the radio buttons.

If “**Yes**” is selected, a table will generate for you to complete about the hazardous waste discharge. Click on the **yellow** “**Add New Record**” button. Enter in the name of the hazardous waste discharge and quantity. Then select the quantity unit and discharge frequency from the drop down menu. Finally, click on the **green** check mark to complete editing.

	Hazardous Waste Discharge	Quantity	Quantity Unit	Discharge Frequency
<input checked="" type="checkbox"/> <input type="checkbox"/>			<input type="button" value="v"/>	<input type="button" value="v"/>

Add New Record

Step 5: Public Information Policy

Read the statement about the public information policy.

Then click on the “**Save**” button before clicking on the “**Next**” button.

Step 6: General Comments

If you have any comments about the information provided, please enter the comments in the field provided.

Then click on the “**Save**” button before clicking on the “**Next**” button.

2. Attachment

The Attachment page allows you to select a method of attaching supporting documents for the **Permit Renewal Application**.

The attachment list for the Healthcare Facilities is:

- Certification of Signatory Authority Form
- Facility Diagrams
- Infectious Waste Management Plan


More than one document can be uploaded to each attachment type.

Not all document types are “Required.” You do not have to select a radio button for attachments that are “Optional.”

To the right of each attachment type is a radio button to select how the information will be submitted.


Attachment

The maximum file size allowed is 10MB. Please make sure the file you want to upload is smaller than 10MB.

 **Facility Diagrams (Required)**
Provide this information:

1. General areas
2. Bulk chemical storage areas
3. Manufacturing or process areas
4. Water supply lines to and wastewater lines from process/manufacturing areas ☐ Online ☐ Mail ☐ Other ☐ N/A
5. Water meters
6. All connections to the sanitary and storm sewers
7. Existing sampling/monitoring point(s)
8. Wastewater pretreatment system(s)
9. Miscellaneous sources of industrial waste

Online – If you select the “Online” option, the screen will show a **red** “Upload” button.

 **Facility Diagrams (Required)**
Provide this information:

1. General areas
2. Bulk chemical storage areas
3. Manufacturing or process areas
4. Water supply lines to and wastewater lines from process/manufacturing areas ☒ Online ☐ Mail ☐ Other ☐ N/A
5. Water meters
6. All connections to the sanitary and storm sewers
7. Existing sampling/monitoring point(s)
8. Wastewater pretreatment system(s)
9. Miscellaneous sources of industrial waste

Upload (Please upload one file at a time. Repeat the Upload process if you have multiple files.)

To proceed, click on the **Upload** button and the “**Browse**” button to search for the document that you would like to attach. Below the file name there is a comment field for you to add in a description about the attachment. The comment field is not required.

Click on the blue “To proceed, click on the **Upload** button and the “**Browse**” button to search for the document that you would like to attach. Below the file name there is a comment field for you to add in a description about the attachment. The comment field is not required. Click on the blue “**Save**” button to attach the document to this submission. The Attachment page will update and show the name and the description of the document that you entered.

Note: More than one document can be uploaded to each attachment type.

If you attached a document in error, please click on the **red “X”** button to remove the attachment.

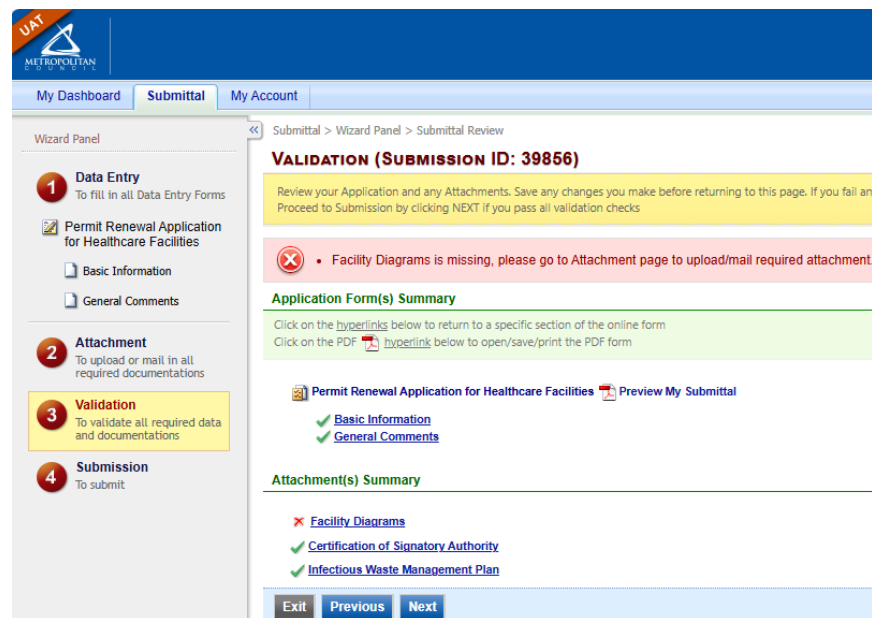
Mail - If you select the “Mail” option, the page will update to show the address the document should be mailed to. Please mail documents to:

Industrial Waste & Pollution Prevention Section
Metropolitan Council Environmental Services
390 Robert Street North
St Paul, MN 55101

Then click on the “**Save**” button before clicking on the “**Next**” button.

3. Validation

The **Permit Renewal Application** must pass the system validation before submission.



A **red “X”** indicates that this section of the form did not pass the validation.

To navigate to the error and make corrections, click on the wording next to the **red “X.”** Make the appropriate changes and save before going back to the validation page. **You will not be able to submit the report until the red X is cleared.**

A **green** check mark indicates that this section of the form passes the validation.

After passing all validation checks, proceed to the Submission page by clicking on the blue “**Next**” button.

Previewing your Submission

On this page, there is a pdf link for you to preview the submission. To view, click on the “Preview My Submittal” link. This will launch a window for you to view your submission.

Note: Viewing this pdf does not mean that you have submitted the form. Look over the form but do not save a copy of the preview. When the form is successfully submitted, you will receive a final signed pdf version of the form via email.

After passing all validation checks, proceed to the Submission page by clicking on the blue **“Next”** button.

4. Submission

Only users with the account type Responsible Official (RO) can certify, sign, and submit reports using the online reporting system.

Consultants – If you are signed under an account type Consultant, you will see a **green** button **“Notify owner ready for review and submittal.”** Click on the button and an email notification will be sent to all Responsible Officials for this submittal stating that the submittal is ready for their review and submittal.

The Responsible Official must locate the submittal under the “Edit Pending Submittals” option from the “Submittal” tab on the home page. For instructions on how to find the submission, go to the “Editing an Unfinished Submittal” instructions to complete the submittal.

Responsible Officials – If you are signed in under an account type Responsible Official you can complete the submittal.

Please read through the certification statement and check the box.

Answer the security question and enter your PIN number in the appropriate boxes.

If you forgot your security question or PIN, hit exit and go to **My Account**. You can reset your security question answers and request a new PIN. After you have made changes, go back to the submittal to complete the submission process. For instructions on opening an unfinished submittal, see section **Editing an Unfinished Submittal**.

Click on the blue **“Submit”** button at the bottom of the page to submit the **Permit Renewal Application**.

Copy of Record

After submitting the Permit Renewal Application, you will see a Copy of Record (COR) receipt. The COR includes information on who submitted the form, which form was submitted, attachments, etc. You will also receive an email that includes this information. The email includes an Adobe Acrobat pdf file of the submission for your records.

Viewing Submittals

From the home page, hover over the “**Submittal**” tab and select “**Manage Submitted Cases.**”

The screenshot shows the MCES Industrial Online Reporting interface. A dropdown menu is open under the 'Submittal' tab, highlighting 'Manage Submitted Cases'. The main area displays a table titled 'Upcoming Submittal Obligations' with 25 items. The table columns are: Facility, Submittal Type, Monitoring Point, Application Category, Monitoring Period, Due Date, Status, and Submit Date.

Facility	Submittal Type	Monitoring Point	Application Category	Monitoring Period	Due Date	Status	Submit Date
#TEST - Standard 6	Reporting Period Info SMR - Standard Discharges	SP-01	1	1/1/2015 - 12/31/2015	01/20/2016	Over Due	
#TEST - Special 5	Reporting Period Info SMR - Special Discharges	SP-01	1	10/1/2015 - 12/31/2015	01/20/2016	Over Due	
#TEST - Std Pmt	Reporting Period Info SMR - Standard Discharges	SP-01	1	7/1/2015 - 12/31/2015	01/20/2016	Over Due	
#TEST - Zero 1	Annual SMR - Zero Discharge CIUS	SP-01	1	1/1/2015 - 12/31/2015	01/20/2016	Over Due	
#TEST - Standard Pmt	Reporting Period Info SMR - Standard Discharges	SP-01	1	1/1/2015 - 12/31/2015	01/20/2016	Over Due	
#TEST - Standard 6	Sampling Results SMR - Standard Discharges	SP-01	1	1/1/2015 - 12/31/2015	01/30/2016	Over Due	
#TEST - Special 5	Sampling Results SMR - Special Discharges	SP-01	1	12/1/2015 - 12/31/2015	01/30/2016	Over Due	
#TEST - Special 5	Sampling Results SMR - Special Discharges	SP-01	1	1/1/2016 - 1/31/2016	03/30/2016	Over Due	
#TEST - Special 5	Sampling Results SMR - Special Discharges	SP-01	1	2/1/2016 - 2/29/2016	03/30/2016	Over Due	
#TEST - Special 5	Reporting Period Info SMR - Special Discharges	SP-01	1	1/1/2016 - 3/31/2016	04/20/2016	Over Due	

The grid view under the “Submittal List” shows details about the submittal, submitted date, review status, and monitoring period. The **Status** types are:

- Complete Submittal – Report has been submitted by the Responsible Official.
- Partial Submittal – Report has been submitted by the Responsible Official, however, the user designated that they would mail in an attachment rather than submitting the document online.
- Approved – Report has been accepted by the Metropolitan Council and is under further review.
- Revision Archived – You or the Metropolitan Council has requested a revision on the submittal.

To view a submission, click on the **yellow “View”** button.

Submittal ID: Submittal Status: (All) Submitted Date: ~

Category: **Renewal Application** Department: (All) Program: (All) Submittal Type:

Facility Name: (All) Permit Number: (All)

Monitoring Period: ~ Report Due Date: ~

Request for:

Submittal List

1 - 4 of 4 item(s)

Detail	Submittal Information	Submitted Date	Review Status	Facility Information	Monitoring Period	Due Date
View	42249 - Permit Renewal Application for Healthcare Facilities Department Type: PERMIT Program Type: HOSPPMT Form Type: HOSPPMT PermitNo.: H0024	12/11/2025 09:44 AM	Complete Submittal	Healthcare Facility		10/01/2025

This page displays the basic information about the submittal with tabs to click on for further information.

Back to Search

Complete Submittal

(42249) Permit Renewal Application for Healthcare Facilities

Submitted on: 12/11/2025 9:44:22 AM (Timespan: 0 Business Days)

Facility: Healthcare Facility

Address: 2 N Test Lane # 1555, VADNAIS HEIGHTS, MN 55127

Owner: Ashley Corbeille

Form Type: HOSPPMT

Permit#: H0024

Monitoring Period: 08/02/2025 ~ 10/01/2025

Due Date: 10/01/2025

Required Documents: 3 (Non-Review: 3)

Receipt: Cli

Send Notif

Original/R

Submittal Attachment Correspondence Email History

Click the form link under "Application Form(s) Detail" to view the submitted Application Form.

Application Basic Information

Submittal ID: 42249

App Name: Permit Renewal Application for Healthcare Facilities

Submitted Date: 12/11/2025 9:44:22 AM

Submitted by: Jane Doe

Review Status: Complete Submittal

Application Form(s) Detail

Online Permit Renewal Application for Healthcare Facilities Permit Renewal Application for Healthcare Facilities - Form View

Application Revision

* Reason for Revision:

Request for Revision

Submittal Information Tabs

- **Submittal** – for viewing the submission in an online form or an Adobe pdf file.
If you found an error in the information submitted and would like to resubmit, enter in a reason in the box provided under the heading “Application Revision” and click on the blue **“Request for Revision”** button. See **“Editing a Completed Submittal”** for further instructions.
- **Attachment** – for viewing documents that you attached to the submittal. If you choose to mail in the documentation, please mail to:
Industrial Waste & Pollution Prevention Section
Metropolitan Council Environmental Services
390 Robert Street North
St Paul, MN 55101
- **Correspondence** – for sending messages to your Industrial Waste & Pollution Prevention permit administrator.
- **Email History** – for viewing system generated emails that are tied to the submittal. You can click on the icon under the “Detail” column to see the contents of the email.

Editing an Unfinished Submittal

Log into the Industrial Online Reporting System at:

<https://www.govonlinesaas.com/MN/SPL/Public2/GovEnt/Shared/Pages/Main/Login.aspx>

Hover the cursor over the “Submittal” tab and click on “Edit Pending Submittals.”

MCES Industrial Online Reporting

My Dashboard | Submittal | My Account | Hello, Ashley | Help | Logout

Submittal

Begin Submittal

- Start a New Submittal
- My Favorite Submittal Types
- Edit Pending Submittals**
- Track Submittal
- Manage Submitted Cases
- Manage Permits/Certs.
- Correspondence Msg
- Email History
- Link Paper Submissions

Upcoming Submittal Obligations

Facility	Submittal Type	Monitoring Point	Monitoring Period	Due Date	Status	Submit Date
Test Food Producer	Reporting Period Info SMR - Standard Discharges	SP-01	7/1/2015 - 9/30/2015	10/20/2015	Over Due	
Test Fortune 500 Company	Reporting Period Info SMR - Standard Discharges	SP-01	7/1/2015 - 9/30/2015	10/20/2015	Over Due	
Test Fortune 500 Company	Sampling Results SMR - Standard Discharges	SP-01	7/1/2015 - 9/30/2015	10/31/2015	Over Due	
Test Fortune 500 Company	Sampling Results SMR - Standard Discharges	SP-02	7/1/2015 - 9/30/2015	10/31/2015	Over Due	
Test Fortune 500 Company	Sampling Results SMR - Standard Discharges	SP-01	7/1/2015 - 9/30/2015	10/31/2015	Over Due	
# #TEST - Microbrew 2	Annual SMR - Microbrewery/Brewpubs	SP-01	1/1/2015 - 12/31/2015	01/20/2016	Over Due	
Test Food Producer	Reporting Period Info SMR - Standard Discharges	SP-01	10/1/2015 - 12/31/2015	01/20/2016	Over Due	
Test Metal Finisher	Reporting Period Info SMR - Standard Discharges	SP-01	7/1/2015 - 12/31/2015	01/20/2016	Over Due	
Test Fortune 500 Company	Reporting Period Info SMR - Standard Discharges	SP-01	10/1/2015 - 12/31/2015	01/20/2016	Over Due	
Nobles County Landfill	Sampling Results SMR - Special Discharges	SP-01	10/1/2015 - 12/31/2015	01/30/2016	Over Due	
# #TEST -	Sampling Results SMR - Standard	SP-02	7/1/2015 -	01/30/2016	Over	

Use the search criteria to locate the **Permit Renewal Application for Healthcare Facilities** that was previously started.

Note: Click on the blue “Search” each time you make a change to the search criteria. The search feature only updates when this button is pressed.

Submittal ID:

Category: **Renewal Application** Department: **(All)** Program: **(All)** Submittal Type: **(All)**

Permit Number: **(All)**

Monitoring Period: ~ Report Due Date: ~ **Search**

Unfinished Submittals

1 - 1 of 1 item(s)

Delete	Edit	Submittal Information	Facility Name	Form Type	Report Frequency	Monitoring Point	Monitoring Period	Due Date	Status	Last Updated Date
		42249 - Permit Renewal Application for Healthcare Facilities Department Type: PERMIT Program Type: HOSPPMT Permit No.: H0024 Status: Open	Healthcare Facility	Permit Renewal Application for Healthcare Facilities				10/01/2025	Open	12/11/2025 08:27 AM

To open the unfinished submittal, click on the “Edit” button (pencil and paper icon). Proceed to the **Completing the Permit Renewal** section.

Editing a Completed Submittal – Request for Revision

Once you have made a submission, you will need to send a **Request for Revision** to the Metropolitan Council to make changes.

From the home page, hover over the “Submittal” tab and select “**Manage Submitted Cases.**”

The screenshot shows the MCES Industrial Online Reporting interface. The 'Submittal' tab is selected, and the 'Manage Submitted Cases' option is highlighted in the dropdown menu. The main table displays 'Upcoming Submittal Obligations' with 25 items. The table columns are: Facility, Submittal Type, Monitoring Point, Application Category, Monitoring Period, Due Date, Status, and Submit Date.

Facility	Submittal Type	Monitoring Point	Application Category	Monitoring Period	Due Date	Status	Submit Date
##TEST - Standard 6	Reporting Period Info SMR - Standard Discharges	SP-01	1	1/1/2015 - 12/31/2015	01/20/2016	Over Due	
##TEST - Special 5	Reporting Period Info SMR - Special Discharges	SP-01	1	10/1/2015 - 12/31/2015	01/20/2016	Over Due	
##TEST - Std Pmt	Reporting Period Info SMR - Standard Discharges	SP-01	1	7/1/2015 - 12/31/2015	01/20/2016	Over Due	
##TEST - Zero 1	Annual SMR - Zero Discharge CIUs	SP-01	1	1/1/2015 - 12/31/2015	01/20/2016	Over Due	
##TEST - Standard Pmt	Reporting Period Info SMR - Standard Discharges	SP-01	1	1/1/2015 - 12/31/2015	01/20/2016	Over Due	
##TEST - Standard 6	Sampling Results SMR - Standard Discharges	SP-01	1	1/1/2015 - 12/31/2015	01/30/2016	Over Due	
##TEST - Special 5	Sampling Results SMR - Special Discharges	SP-01	1	12/1/2015 - 12/31/2015	01/30/2016	Over Due	
##TEST - Special 5	Sampling Results SMR - Special Discharges	SP-01	1	1/1/2016 - 1/31/2016	03/30/2016	Over Due	
##TEST - Special 5	Sampling Results SMR - Special Discharges	SP-01	1	2/1/2016 - 2/29/2016	03/30/2016	Over Due	
##TEST - Special 5	Reporting Period Info SMR - Special Discharges	SP-01	1	1/1/2016 - 3/31/2016	04/20/2016	Over Due	

Use the search criteria to find the submittal that needs revision.

Note: You will only be able to request a revision online if the Metropolitan Council has not yet reviewed and accepted the submittal (Review Status is Complete or Partial Submittal). If the submittal has the Review Status of “Approved” you will need to contact your Industrial Waste & Pollution Prevention permit administrator to make changes.

The search criteria form includes the following fields:

- Submittal ID:
- Submittal Status:
- Submitted Date: ~
- Category:
- Department:
- Program:
- Submittal Type:
- Facility Name:
- Permit Number:
- Monitoring Period: ~
- Report Due Date: ~
- Request for:
-

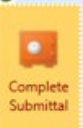
Submittal List

1 - 4 of 4 item(s)

Detail	Submittal Information	Submitted Date	Review Status	Facility Information	Monitoring Period	Due Date
View	42249 - Permit Renewal Application for Healthcare Facilities Department Type: PERMIT Program Type: HOSPPMT Form Type: HOSPPMT PermitNo.: H0024	12/11/2025 09:44 AM	Complete Submittal	Healthcare Facility		10/01/2025

Click on the **yellow View** button adjacent to the submittal you want to edit.

[Back to Search](#)



(42249) Permit Renewal Application for Healthcare Facilities

Submitted on: 12/11/2025 9:44:22 AM (Timespan: 0 Business Days)

Facility: Healthcare Facility

Address: 2 N Test Lane # 1555, VADNAIS HEIGHTS, MN 55127

Owner: Ashley Corbeille

Form Type: HOSPPMT

Permit#: H0024

Monitoring Period: 08/02/2025 ~ 10/01/2025

Due Date: 10/01/2025

Required Documents: 3 (Non-Review: 3)

Receipt: C...

Send Notif...

Original/R...

Submittal Attachment Correspondence Email History



Click the form link under "Application Form(s) Detail" to view the submitted Application Form.

Application Basic Information

Submittal ID:	42249
App Name:	Permit Renewal Application for Healthcare Facilities
Submitted Date:	12/11/2025 9:44:22 AM
Submitted by:	Jane Doe

Review Status: Complete Submittal

Application Form(s) Detail

 Online Permit Renewal Application for Healthcare Facilities
  Permit Renewal Application for Healthcare Facilities - Form View

Application Revision

* Reason for Revision:

[Request for Revision](#)

From the “**Submittal**” tab, under the heading **Application Revision** click in the “**Reason for Revision**” box and provide an explanation for the revision. Click the blue button **Request for Revision**. This will send an email message to the Metropolitan Council.

The Metropolitan Council will review the request and send the User an email message approving or denying the request.

If the request is approved:

- log into the Industrial Online Reporting System
- hover the cursor over the “Submittal” tab and click on the “Edit Pending Submittals”
- search for the submittal with the status of “Revision” and click on the edit button
- make the change and resubmit the report

Note – The submission with the status of “Revision” is the exact copy of what you previously submitted.