



The N.C. Division of Coastal Management (DCM) e-permitting online system represents the implementation of a N.C. Department of Environmental Quality initiative to modernize environmental permitting. The system is designed to support the full regulatory cycle while allowing the public to efficiently conduct business with the division.

The DCM e-permitting system will serve as the platform for major permits, general permits, and enforcement and compliance actions issued under the N.C. Coastal Area Management Act.

Permitting Review and Comment

What can I do here?

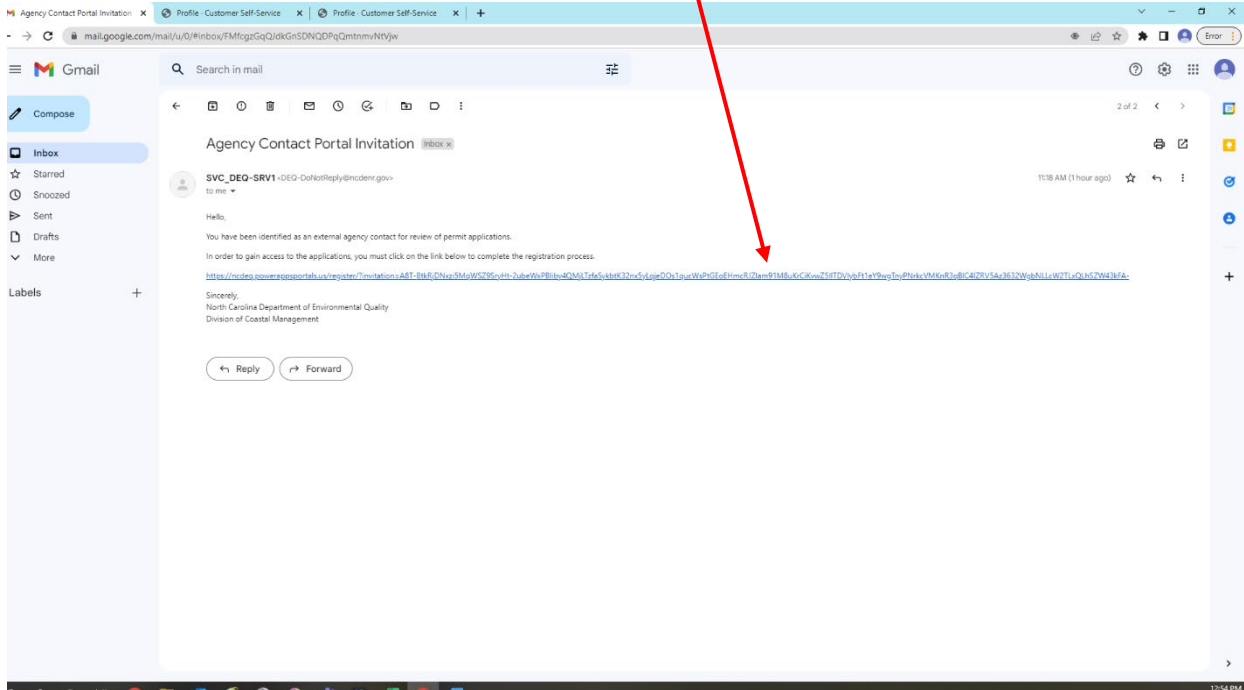
- Review existing permit applications and provide comments
- Search past permit applications and agency comments

Review agencies will receive an invite through email requesting them to create a username and password to access the DCM permit site. All comments and project information will be accessed through the DCM permit site. Here is some basic information before we start.

- Site Address is <https://ncdeq.dynamics365portals.us/dcm-home/>
- Each application is identified by a PA-### identifier

Registration

DCM will send you an invitation email to register.



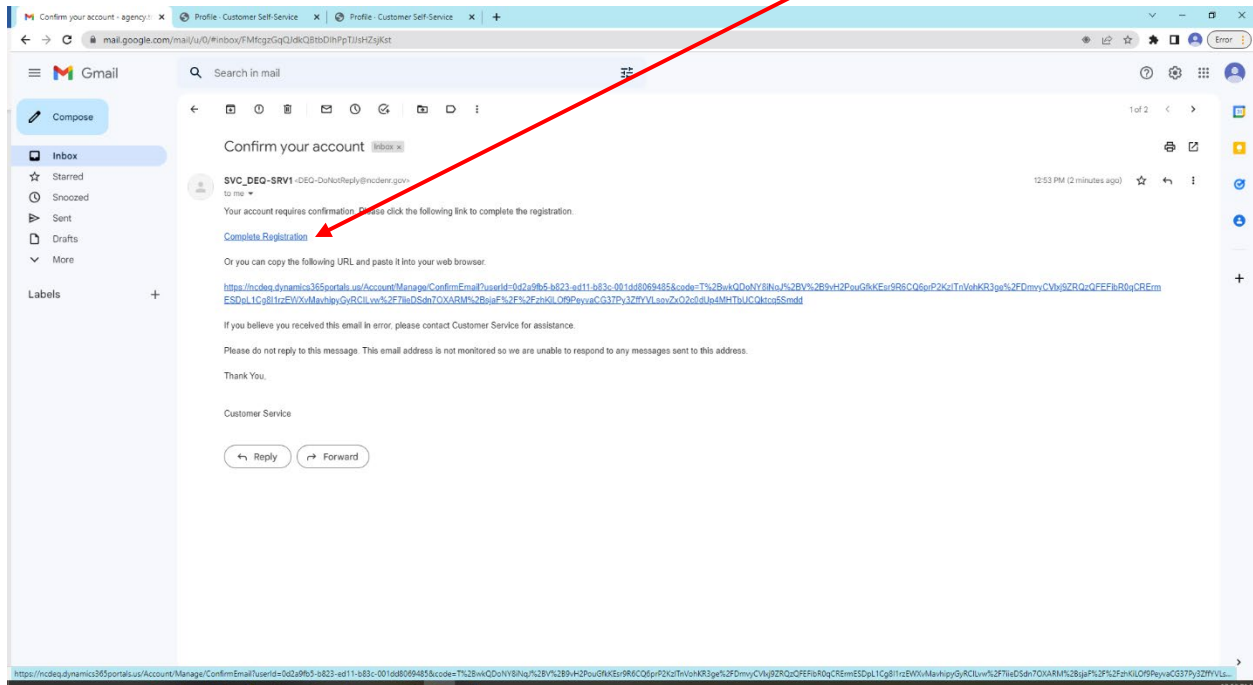
When you click on the link it will take you to your personal account page to enter in additional information and update. This is located under the PROFILE tab of the landing page.

The screenshot shows a web browser window with the URL ncdeq.dynamics365portals.us/profile/. The page title is "Profile". On the left is a sidebar menu with options: Profile, My Permit Applications, Account(s), My Invoices, Security (highlighted), Change Password, Change Email, and Manage External Authentication. The main content area is titled "Your Information" and contains a form with the following fields: First Name (DCM), Last Name (Agency Troubleshoot), E-mail (apescutroubleshoot@gmail.com), Business Phone (Provide a telephone number), Organization Name (DCM Test Entity), Title, Nickname (CAMA), Web Site, Public Profile Copy, and Preferred Language (English). A blue "Update" button is at the bottom of the form. Red annotations include: an arrow pointing from the top text to the "PROFILE" tab in the browser's address bar; a circle around the "Update" button; and an arrow pointing from the bottom text to the "Change Email" link in the sidebar menu.

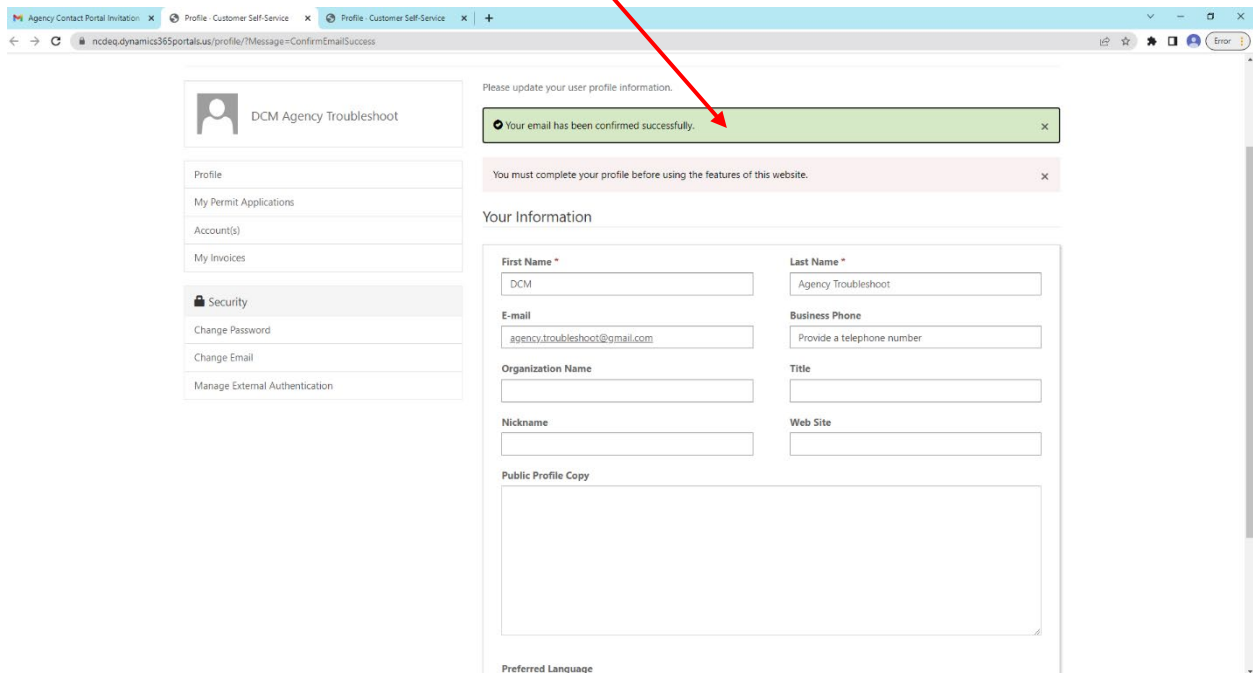
You can also update your password or email address as needed.

A blue banner will appear after you update to confirm your email address. Click the button.

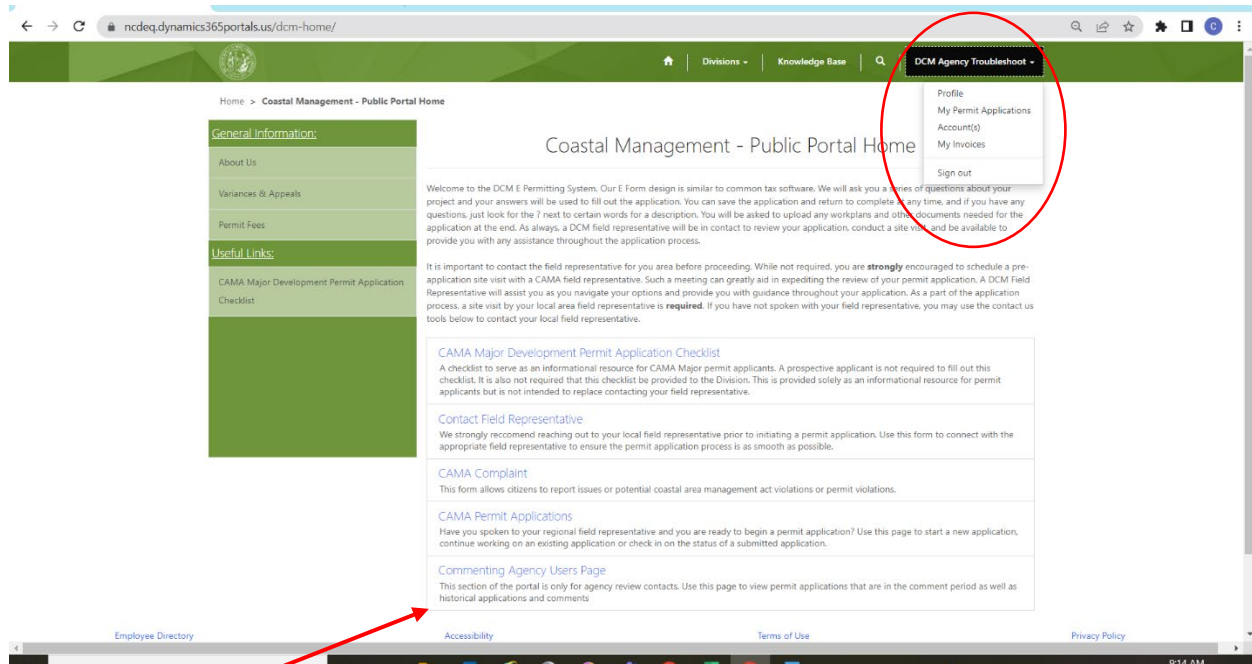
You will receive a confirmation email with a link to confirm.



A successful confirmation will show here.



The top green banner on each page will show you your profile. This is where to log in if needed.



Click here for the agency review and comment page.

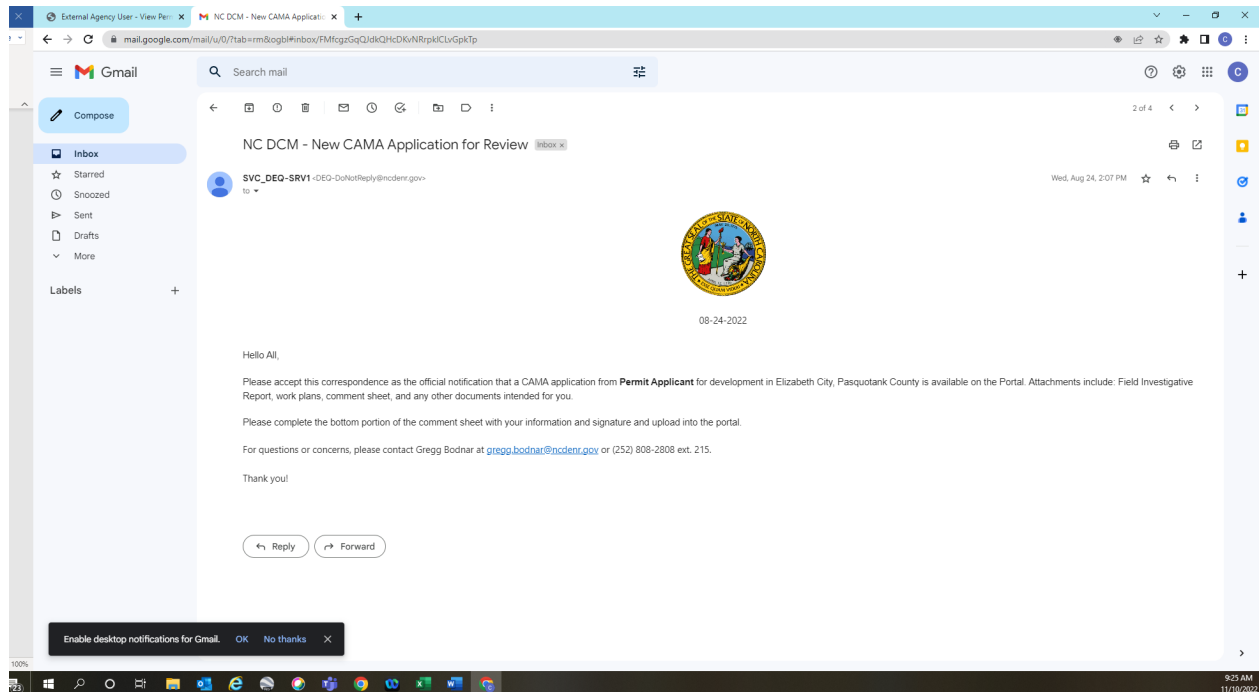
All applications will be displayed here, so you can search any permit application that is in the system. There is a search function.

The screenshot shows a web browser window with the URL ncdeq.dynamics365portals.us/dcm-home/dcm-agcontacts-landing/. The page title is 'Commenting Agency Users Page'. On the left is a green sidebar with 'General Information' (About Us, Variances & Appeals, Permit Fees) and 'Useful Links' (CAMA Major Development Permit Application Checklist). The main content area has a header 'Commenting Agency Users Page' and a sub-header 'This section of the portal is only for agency review contacts. Use this page to view permit applications that are in the comment period as well as historical applications and comments.' Below this are three sections: 'External Agency User - View Permit Applications', 'Agency Comments', and 'Agency Comments'. The 'Agency Comments' section has a sub-header 'This page can be used to view all current and historical agency comments. There are several views available to reduce the number of comments that are included. There are also filters available to locate and target more specific comments.' At the bottom of the page is the 'NORTH CAROLINA Environmental Quality' logo and 'Copyright © 2022. All rights reserved.'.

You can look for projects currently accepting comments or you can look at any project housed in the system. No more asking for other agency's comments, they are all available.

Here you can search projects that have been finalized and download associated comments. We will discuss this later.

Each new application will generate an email notification with a link to that application. Just click on the PA-### link or log into the portal [HERE](#). You can move through the application details and can download anything within the documents page, including the application itself as a .pdf.



The download search function is quite extensive and can use a variety of filters, too many to talk about here! So please take time to review and test the functionality. Click on the PA-### to view an application.

External Agency User - View Permit Applications

This page allows commenting agency users to view permit applications. There are several views available to group permit applications by applications that are accepting comments or historical applications.

Applications Accepting Comments

Application ID	Status Reason	Application Type	Submission Date	Statutory Deadline	Project Name	County (Project Name)	Primary Applicant	Registered Agent	Created On
PA-1235	Technical Review	DCM Major Permit	10/24/2022	1/7/2023	Rich Prod Updates Testing	New Hanover	Main Street Consulting		10/24/2022 12:44 PM

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9:24 AM

This filter function lets you look at applications that are accepting comments or for any application housed with the system.

There are a number of pages that provide you quick reference information associated with the application including the documents section. This is where workplans, deeds and the application report are located. The application report is a detailed reference of the information entered into the application.

The screenshot displays a web browser window with the URL `nodes.dynamics365portalsus/dcm-home/dcm-app-review/?id=7c454b1e-64f2-41f5-b69a-c4b317d11d78&stepid=2c35198a-10b1-ec11-983e-001d4803895b&devactivitesid=62b3272c-9719-ed11-b83c-001d4806659c`. The page title is "DCM - External Agency Review Wizard". A progress bar at the top indicates 13% completion. The main section is titled "Development Activities" and contains a grid of 15 questions, each with a radio button for "No" and a radio button for "Yes". The questions are:

- Add Aquaculture?
- Add Boat Ramp
- Add Bridges & Culverts?
- Add Docks & Piers
- Add Energy Facilities?
- Add Excavation?
- Add Living Shoreline
- Add Log Removal & Marine Debris?
- Add Moorings, Buoys or Bird Nesting Poles?
- Add Navigational Aids?
- Add Oceanfront Erosion Control?
- Add Other Development?
- Add Other Fill Below Water Level
- Add Shoreline Stabilization?
- Add Stormwater Structure
- Add Submerged Lands Mining?
- Add Temporary Structures
- Add Upland Development
- Add Utility Lines?
- Add Wind Energy Facilities?

At the bottom of the form are "Previous" and "Next" buttons. Below the form, there are links for "Employee Directory", "Accessibility", "Terms of Use", and "Privacy Policy". The footer features the "NORTH CAROLINA Environmental Quality" logo and the text "Copyright © 2022. All rights reserved."

Each application is broken down into DEVELOPMENT ACTIVITIES (DA) and each DA will populate the associated dimensions and data.

Agency comments will be located here. Comments can be uploaded via the comment form.

The screenshot displays the 'DCM - External Agency Review Wizard' interface. At the top, a progress bar indicates 51% completion. Below this, the 'Comments' section features a text input field labeled 'Enter Comments' and a blue 'Add Comments' button. A table with columns for ID, Permit Application, Agency, Commenter, Decision, and Created On is shown below the input field, but it contains no data, with a message stating 'There are no records to display.' A red arrow points from a callout box labeled 'Add comments here' to the 'Add Comments' button. The footer includes links for Employee Directory, Accessibility, Terms of Use, and Privacy Policy, along with the North Carolina Environmental Quality logo and copyright information.

DCM - External Agency Review Wizard

Comments

Enter Comments

Add Comments

ID	Permit Application	Agency	Commenter	Decision	Created On
There are no records to display.					

Previous Submit

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Add comments here

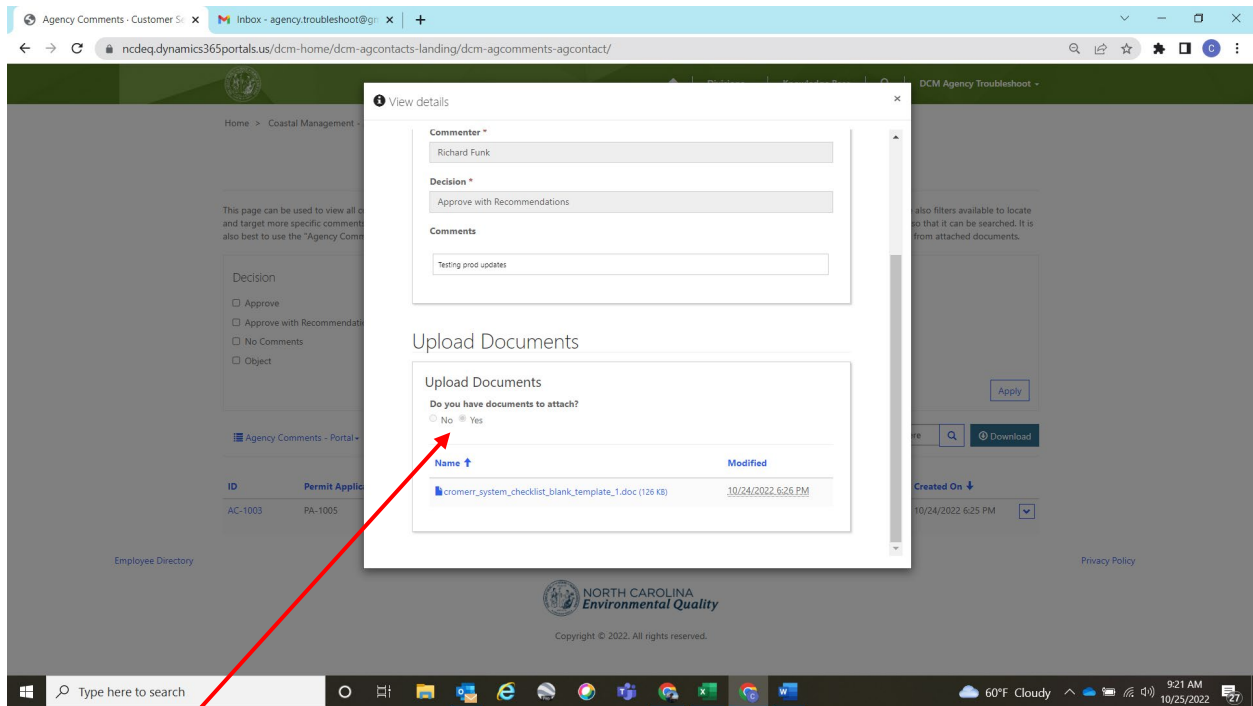
DCM prefers the comment form because all data entered this way is searchable. Uploaded documents cannot be searched. The comment form has the ability to cut and paste in your comments from an outside source.

The screenshot shows a web browser window with the URL `ncdeq.dynamics365portals.us/dcm-home/dcm-app-review/?id=7c484b1e-6402-41f5-b69a-c4b317d11d78&stepid=18d5a3e-42b1-ec11-983e-001d4d803895&devactivitiesid=d2b3272c-9719-ed11-b83c-001d4806859c`. The page title is 'DCM - External Agency Review'. A modal window titled 'Adding Agency Comments' is open, displaying the following fields:

- ID *
- Permit Application *
- Agency *
- Commenter *
- Decision *
- Comments

The 'Comments' field is a large text area with a rich text editor toolbar below it. A red arrow points from the text 'Standard 4 comment options...' to the 'Comments' field. Another red arrow points from the text 'The comment form has the ability to cut and paste in your comments from an outside source.' to the rich text editor toolbar.

Standard 4 comment options...



Scroll down to see the option to download additional comments or other documentation associated with your comments.

That's it, your agency's comments are logged in and available for review at any time.

On the main page we have “AGENCY COMMENTS” tab that allows you to review past comments and search and filter a variety of ways.

Agency Comments - Customer S... x | Inbox - agency.troubleshoot@g... x | +

ncdeq.dynamics365portals.us/dcm-home/dcm-agcontacts-landing/dcm-agcomments-agcontact/

Home > Coastal Management > ... > Commenting Agency Use... > Agency Comments

Agency Comments

This page can be used to view all current and historical agency comments. There are several views available to reduce the number of comments that are included. There are also filters available to locate and target more specific comments. The search only searches columns that are currently displayed. The view "Agency Comments - For Export" exposes the comments field so that it can be searched. It is also best to use the "Agency Comments - For Export" view to download comments as this will include the comments field. However, the export will not include any content from attached documents.

Decision: ☐ Approve, ☐ Approve with Recommendations, ☐ No Comments, ☐ Object

Agency: [Dropdown]

Documents Attached: ☐ Yes, ☐ No

Created On: ☐ This Year, ☐ Last Year

Apply

Agency Comments - Portal

Search Comments Here [Search] [Download]

ID	Permit Application	Agency	Commenter	Decision	Documents Attached	Created On
AC-1003	PA-1005	Coastal Management Division	Richard Funk	Approve with Recommendations	Yes	10/24/2022 6:25 PM

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When you click on the AC-### the relative information, comments and any uploaded documentation is available.

Agency Comments - Customer S... x | NC DCM - New CAMA Application... x | Permit Application Review Wizard... x | +

ncdeq.dynamics365portals.us/dcm-home/dcm-agcontacts-landing/dcm-agcomments-agcontact/

View details

Commenter *
DCM Agency Troubleshoot

Decision *
Approve with Recommendations

Comments
SUF needed.

Upload Documents

Upload Documents

Do you have documents to attach?
☒ No ☐ Yes

There are no folders or files to display.

AC-1004 PA-1005

AC-1003 PA-1005

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