



Fill and Grade Permit

TOWN OF SUNSET BEACH
 700 SUNSET BLVD. NORTH
 SUNSET BEACH, NC 28468
 910-579-0075 • 910-579-0068

Date: _____

No Fee for Permit
Application must be filled out in its entirety

(A) Applicant Information:

Name of Owner (Applicant): _____

Name of Contact Person: _____

Phone Number: _____

Email Address: _____

(B) Project Information:

Project Name: _____

Street Address: _____

Parcel ID Number: _____

Total Tract Acreage (acres or sq. ft.): _____

Total Area of Land Disturbance (acres or sq. ft.): _____

(C) Initial Questions:

Please answer <u>all</u> of the following. Check all that apply.	YES	NO
1. WILL THE CONSTRUCTION OR ACTIVITY REQUIRE FILL OR GRADING? *		
2. IS THE DEVELOPMENT FOR COMMERCIAL USES? **		
3. WILL THE SITE BE GRADED, FILLED, OR EXCAVATED TO CHANGE THE ELEVATION BY AN AMOUNT GREATER THAN 4 INCHES? **		
4. IS THE DISTURBED AREA OF DEVELOPMENT EQUAL TO OR GREATER THAN 1 ACRE (43,560 SQ. FT.)? **		
5. IS THE DEVELOPMENT OR ANY RELATED DISTURBANCE WITHIN THE LIMITS OF A RIPARIAN BUFFER (30 FT. FROM BANKS OF NATURAL STREAM OR WATER BODY)? **		

* Please provide follow-up information below if answered "Yes" to question #1.

** If you answered "Yes" to any one of the questions 2-4 above, a Brunswick County Storm Water Permit is required to be included with this form. Incomplete applications will not be accepted.

Please continue on reverse side.

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(D) Follow-up Questions:

* (Not Required if Answered "NO" to #1 above)

1. What is the proposed height of fill planned for the site? _____ Ft.

2. Is the site located in a Special Flood Hazard Area (SFHA)? YES NO

If yes, which zone? _____

(E) Please provide a description of any land disturbing activities: _____

(F) Important Information: The purpose of this permit is to protect the natural and cultural resources of Sunset Beach, consistent with the CAMA Land Use Plan. This permit must be issued to any owner, developer, or contractor prior to filling of any lot or any land disturbing activity.

It is not the intent of the Town to prohibit any owner from maintaining their lot or land. However, the land cannot be graded, disturbed, nor can trees and stumps be removed, and fill cannot be placed on the lot until this permit has been issued.

It is essential that you must contact the Public Works Department before installation of any driveway pipes to ensure compliance with Town Code. A silt fence must be erected around that portion of a lot being disturbed that causes erosion onto adjacent property and street right-of-ways. **Permit is not valid until approved as indicated below.**

(G) Certification:

I, _____ (print name) hereby certify the information included on this application and attached pages is true and correct to the best of my knowledge. I also certify that I have read and acknowledge all information contained in this permit application and agree to abide by all applicable codes and regulations. **I hereby affirm that I am the property owner, or authorized agent representing the property owner for the specific property for which this permit application is being made.**

Printed Name of Property Owner/Agent: _____

Signature of Property Owner/Agent: _____

****Office Use Only****

Action: Approved Denied Other _____

Reviewer: _____ Date: _____

Comments: _____