



Fill and Grade Permit

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

Application must be accompanied by a survey and/or grading plan which complies with Sections 2.18 and 2.22 of the UDO and which demonstrate the information contained on this form.

(A) Applicant Information:

Name of Owner (Applicant): _____

Name of Contact Person: _____

Phone Number: _____ Email Address: _____

(B) Project Information: (all fields are required)

Project Description: _____

Street Address: _____

Parcel ID Number: _____

Total Tract Size (sq. ft.): _____ Total Area of Land Disturbance (sq. ft.): _____

Elevations [Mean Sea Level]: Current Elevation(s): _____

Finished Grade of Adjacent Properties: Left: _____ Right: _____

Elevation of the Crown of the Road: _____ **Proposed Finished Grade:** _____

(C) Questions:

Answer <u>all</u> of the following.	YES	NO
1. WILL THE PROJECT REQUIRE FILL?		
2. WILL THE PROJECT REQUIRE GRADING?		
3. IS THE DEVELOPMENT FOR COMMERCIAL USE?*		
4. WILL ANY PORTION OF THE SITE HAVE A CHANGE IN ELEVATION BY AN AMOUNT GREATER THAN 4 INCHES? *		
5. IS THE DISTURBED AREA OF DEVELOPMENT EQUAL TO OR GREATER THAN 1 ACRE (43,560 SQ. FT.)? *		
6. IS THE DEVELOPMENT OR ANY RELATED DISTURBANCE WITHIN THE LIMITS OF A RIPARIAN BUFFER (30 FT. FROM BANKS OF NATURAL STREAM OR WATER BODY)? *		

*If you answered "Yes" to any one of the questions 3-6 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) 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 the 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.** Permit will not be issued if application is incomplete or if the information provided is not compliant with the regulations of the UDO.

(E) 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.**

Signature of Property Owner/Agent: _____

****Office Use Only****

Survey Attached: [] Yes [] No

Submitted with Development Permits: []

Grading Plan Attached: [] Yes [] No [] N/A

Brunswick County Stormwater Permit Attached: [] Yes [] No [] N/A

Complete Application: [] Yes [] No

Action: [] Approved [] Denied [] Other _____

Reviewer: _____ Date: _____

Comments: _____

