

OFFICE USE ONLY

Date Received	Fee Paid	Permit Number

Town of Navassa

Planning and Zoning

STORMWATER MANAGEMENT PERMIT APPLICATION FORM

This form may be photocopied for use as an original

I. GENERAL INFORMATION

1. Applicants Name (specify the name of the corporation, individual, etc. who owns the project):

\_\_\_\_\_

2. Print Owner/Signing Official's name and title (person legally responsible for the facility and compliance):

\_\_\_\_\_

3. Mailing Address for person listed in item 2 above:

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone: (\_\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_\_) \_\_\_\_\_  
Email: \_\_\_\_\_

4. Project Name (subdivision, facility, or establishment name- should be consistent with project name on plans, specifications, letters, operation and maintenance agreements, etc.):

\_\_\_\_\_

5. Location of Project (street address):

City: \_\_\_\_\_ Zip: \_\_\_\_\_

6. Directions to project (from nearest major intersection):

\_\_\_\_\_

7. Latitude: \_\_\_\_\_° \_\_\_\_\_' \_\_\_\_\_" N Longitude: \_\_\_\_\_° \_\_\_\_\_' \_\_\_\_\_" W

8. Contact person who can answer questions about the project:

Name: \_\_\_\_\_ Telephone Number: (\_\_\_\_\_) \_\_\_\_\_  
Email: \_\_\_\_\_

II. PERMIT INFORMATION:

1. Specify whether the project is (check one): New Renewal Modification

2. If this application is being submitted as the result of a renewal or modification to an existing permit, list the existing permit number \_\_\_\_\_ and its issue date (if known) \_\_\_\_\_

3. Specify the type of project (check all that apply):

Low Density High Density Redevelopment Residential Commercial

4. Additional Project Requirements (check the applicable blanks; information on required state permits can be obtained by contacting the customer service center at 1-877-623-6748):

CAMA Major CAMA Minor Sediment/Erosion Control 404/401 Permit  
404 Certification NPDES Industrial Stormwater Permit

III. PROJECT INFORMATION

1. In the space below, summarize how stormwater will be treated. Also attach a detailed narrative (one to two pages) describing the stormwater management for this project.

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2. Stormwater runoff from this project drains to the \_\_\_\_\_ River Basin.
3. Total Property Area: \_\_\_\_\_ acres    4. Total Coastal Wetlands Area: \_\_\_\_\_ acres
5. Total Property Area (3) – Total Coastal Wetlands Area (4) = Total Project Area\*\*: \_\_\_\_\_ acres
6.  $(\text{Total Impervious Surface Area} / \text{Total Project}) \times 100 = \text{Project Built Upon Area (BUA)}$ : \_\_\_\_\_ %
7. How many drainage areas does the project have? \_\_\_\_\_
8. Complete the following information for each drainage area. If there are more than two drainage areas in the project, attach an additional sheet with the information for each area provided in the same format below. For High Density Projects, complete the table with one drainage area for each engineered stormwater device.

Basin Information	Drainage Area 1	Drainage Area 2
Receiving Stream Name		
Stream Class and Index Number		
Total Drainage Area (sf)		
On-site Drainage Area (sf)		
Off-site Drainage Area (sf)		
Existing Impervious* Area (sf)		
Proposed Impervious* Area (sf)		
% Impervious* Area (total)		

Impervious* Surface Area	Drainage Area 1	Drainage Area 2
On-site Buildings (sf)		
On-site Streets (sf)		
On-site Parking (sf)		
On-site Sidewalks (sf)		
Other On-site (sf)		
Off-site (sf)		
Total (sf):		

*\*Impervious area is defined as the built upon area including but not limited to buildings, roads, parking areas, sidewalks, gravel areas, etc.*

*\*\*Total Project Area shall be calculated to exclude Coastal Wetlands from use when calculating the built upon area percentage calculation. This is the area to calculate overall percent project built upon area (BUA).*

9. How was the off-site impervious are listed above derived? \_\_\_\_\_

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#### IV. DEED RESTRICTIONS AND PROTECTIVE COVENANTS

For all subdivisions, outparcels, and future development, the appropriate property restrictions and protective covenants are required to be recorded prior to the sale of any lot. If lot sizes vary significantly or the proposed BUA allocations vary, a table listing each lot number, lot size, and the allowable built-upon area must be provided as an attachment to the completed and notarized deed restriction form. The appropriate deed restrictions and protective covenants forms can be downloaded from [http://portal.ncdenr.org/web/wq/ws/su/statesw/forms\\_docs](http://portal.ncdenr.org/web/wq/ws/su/statesw/forms_docs). Download the latest versions for each submittal.

In the instances where the applicant is different than the property owner, it is the responsibility of the property owner to sign the deed restrictions and protective covenants form while the applicant is responsible for ensuring that the deed restrictions are recorded.

By signing this application, you certify that the recorded property restrictions and protective covenants for this project shall include all applicable items required in the above form, that the covenants will be binding on all parties and persons claiming under them, that they will run with the land, that the required covenants cannot be changed or deleted without concurrence from the Town of Navassa Stormwater Management Division, and that they will be recorded prior to the sale of any lot.

#### V. SUPPLEMENT FORMS

The applicable stormwater management permit supplemental form(s) listed below must be submitted for each BMP specified for this project. Contact the Town of Navassa Stormwater Management Division at (910)371-2432 for the status and availability of these forms. Forms can be downloaded from [http://h2o.enr.state.nc.us/su/bmp\\_forms.htm](http://h2o.enr.state.nc.us/su/bmp_forms.htm)

Form SW401-Low Density	Low Density Supplement
Form SW401-Curb Outlet System	Curb Outlet System Supplement
Form SW401-Off-Site System	Off-Site System Supplement
Form SW401-Wet Detention Basin	Wet Detention Basin Supplement
Form SW401-Infiltration Basin	Infiltration Basin Supplement
Form SW401-Infiltration Trench	Underground Infiltration Trench Supplement
Form SW401-Bioretenion Cell	Bioretenion Cell Supplement
Form SW401-Level Spreader	Level Spreader/Filter Strip/Restored Riparian Buffer Supplement
Form SW401-Wetland	Constructed Wetland Supplement
Form SW401-Grassed Swale	Grassed Swale Supplement
Form SW401-Sand Filter	Sand Filter Supplement
Form SW401-Permeable Pavement	Permeable Pavement Supplement
Form SW401-Cistern	Cistern Supplement

### VI. SUBMITTAL REQUIREMENTS

**Only complete application packages will be accepted and reviewed by the Stormwater Management Division. A complete package includes all of the items listed below. The complete application package should be submitted to the Stormwater Management Division.**

1. Please indicate that you have provided the following required information by initialing in the space provided next to each item.

- |                                                                                                                        | <u>Initials</u> |
|------------------------------------------------------------------------------------------------------------------------|-----------------|
| ▪ <i>Original and one copy</i> of the Stormwater Management Permit Application Form                                    | _____           |
| ▪ <i>Original and one copy</i> of the Deed Restrictions & Protective Covenants Form (if required as per Part IV above) | _____           |
| ▪ <i>Original</i> of the applicable Supplement Form(s) and O&M agreement(s) for each BMP                               | _____           |
| ▪ Permit application processing fee (see Fee Schedule) Payable to the Town of Navassa                                  | _____           |
| ▪ Calculations & detailed narrative description of stormwater treatment/management                                     | _____           |
| ▪ Copy of any applicable soils report                                                                                  | _____           |
| ▪ Two copies of plans and specifications (sealed, signed & dated), including:                                          | _____           |
| - Development/Project name                                                                                             |                 |
| - Engineer and firm                                                                                                    |                 |
| - Legend                                                                                                               |                 |
| - North arrow                                                                                                          |                 |
| - Scale                                                                                                                |                 |
| - Revision number & date                                                                                               |                 |
| - Mean high water line                                                                                                 |                 |
| - Dimensioned property/project boundary                                                                                |                 |
| - Location map with named streets or NCSR numbers                                                                      |                 |
| - Original contours, proposed contours, spot elevations, finished floor elevations                                     |                 |
| - Details of roads, drainage features, collection systems, and stormwater control measures                             |                 |
| - Wetlands delineated, or a note on plans that none exist                                                              |                 |
| - Existing drainage (including off-site), drainage easements, pipe sizes, runoff calculations                          |                 |
| - Drainage areas delineated                                                                                            |                 |
| - Vegetated buffers (where required)                                                                                   |                 |
| ▪ An electronic copy of all above mentioned forms, documents and plans                                                 | _____           |

### VII. AGENT AUTHORIZATION

If you wish to designate authority to another individual or firm so that they may provide information on your behalf (such as additional information requests), please complete this section. (ex. designing engineer or firm)

Designated agent (individual or firm): \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone: (\_\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_\_) \_\_\_\_\_  
Email: \_\_\_\_\_

### VIII. APPLICANT'S CERTIFICATION

I, (print or type name of person listed in General Information, item 2), \_\_\_\_\_, certify that the information included on this permit application form is, to the best of my knowledge, correct and that the project will be constructed in conformance with the approved plans, that the required deed restrictions and protective covenants will be recorded, and that the proposed project complies with the requirements of 15A NCAC 2H .1000.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_