CITY OF WILMINGTON
NORTH CAROLINA

Development Services
Planning
305 Chestnut Street
PO Box 1810
Wilmington, NC 28402-1810

910 254-0900
910 341-3264 fax
wilmingtonnc.gov
Dial 711 TTY/Voice

September 1, 2015

Howard Resnik
Coastal Site Design
P.O. Box 4041
Wilmington, NC 28406

RE: **Tongue & Groove Office,** located at 6331 Oleander Drive

I have attached a copy of the construction release for the **Tongue & Groove Office,** located at 6331 Oleander Drive. **Please make note of the conditions for the release as they appear on the attached release letter.** These conditions must be followed and met in order for the construction to be approved. ***Prior to beginning any construction or grading on the site, you must have a pre-construction meeting between City staff and the project's representatives. Any violation of this condition will result in an immediate stop work order and other civil penalties.***

All construction on the site must be in accordance with the City of Wilmington standards and the approved construction plans stamped by the City. Any trees and areas designated to be saved or protected must be properly barricaded and/or marked throughout construction. In addition please be aware that to obtain a certificate of occupancy for this construction project, the appropriate departments within the City of Wilmington must perform and approve a final inspection.

To arrange for these inspections please contact Steve Sattler, Zoning Inspector, at 254-0900. Mr. Sattler will coordinate the final inspections and provide a punch-list to the Developer within 5 working days. Upon correction of the punch-list items a final inspection will be performed. If the inspection is passed then the Zoning Inspector of the City of Wilmington will be notified of the inspection approval for this development. ***NOTE: The Zoning Inspector will not sign for a Certificate of Occupancy until both the requirements of the City of Wilmington's zoning ordinance and Construction Management division are satisfied.***

Please contact our office at 254-0900 to schedule the preconstruction meeting and if you have any questions or concerns regarding this information. The City thanks you for your investment in our community and looks forward to working with you towards construction of a quality development project.

Sincerely,

Brian Chambers, Associate Planner

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TRANSMITTAL LETTER

TO: Steve Sattler, Zoning Inspector
DATE: September 1, 2015
SUBJECT: **Tongue & Groove Office** Project # 2015037
LOCATION: 6331 Oleander Drive

The following items are being sent to you via this package.

QUAN.	DWG./NO.	DESCRIPTION
1	Dated 8/24/15	Tongue & Groove Office Approved Plans
1	Dated 7/13/15	Building Elevations
1	Dated 7/20/15	City Tree Removal Permit TPP-16-08
1	Dated 8/27/15	City Stormwater Discharge Permit No. 2015022

REMARKS: **Tongue & Groove Office,** located at **6331 Oleander Drive**, is hereby conditionally released for construction. The following conditions must be satisfied as part of this release:

A. A PRE-CONSTRUCTION MEETING MUST BE HELD BETWEEN THE SITE CONTRACTOR AND CITY STAFF PRIOR TO ANY SITE WORK, TREE REMOVAL, CLEARING, OR GRADING BEGINNING ON THE SITE. FAILURE TO COMPLY WILL RESULT IN IMMEDIATE CIVIL PENALTIES.

B. ANY TREES, INCLUDING THE CRITICAL ROOT ZONE AREA, AND/OR AREA DESIGNATED TO BE SAVED MUST BE PROPERLY BARRICADED OR MARKED WITH FENCING AND PROTECTED THROUGHOUT CONSTRUCTION TO INSURE THAT NO CLEARING AND GRADING WILL OCCUR IN THOSE AREAS.

C. NO EQUIPMENT IS ALLOWED ON THE SITE AND NO CONSTRUCTION OF ANY BUILDING, STRUCTURE, WALL, UTILITIES, INFRASTRUCTURE, ETC., OF ANY KIND, INCLUDING FOOTINGS AND BUILDING SLABS, WILL BE PERMITTED UNTIL:

1. **ALL TREE PROTECTION FENCING AND SILT FENCING HAS BEEN INSTALLED**
2. **THE CFPUA HAS AUTHORIZED THE WATER AND SEWER ACTIVITIES. THE CONTRACTOR MUST HAVE A PRECON WITH CFPUA 332-6560.**
3. **THE CITY ZONING INSPECTOR AUTHORIZES THE ACTIVITY.**

D. THIS DEVELOPMENT SHALL COMPLY WITH ALL LOCAL, CITY TECHNICAL STANDARDS, REGIONAL, STATE AND FEDERAL DEVELOPMENT REGULATIONS.

E. ALL APPLICABLE TRC REQUIREMENTS SHALL BE COMPLETED PRIOR TO ISSUANCE OF THE FINAL ZONING APPROVAL.

F. **IF THE CONDITIONS LISTED ABOVE ARE VIOLATED, A STOP WORK ORDER WILL BE ISSUED.**

G. **NO CONSTRUCTION ACTIVITY SHALL OCCUR WITHIN THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION (NCDOT) RIGHT-OF-WAY UNTIL ALL NCDOT PERMITS HAVE BEEN ISSUED AND RECEIVED BY THE CITY. ALL IMPROVEMENTS REQUIRED SHALL BE INSTALLED AND APPROVED BY NCDOT PRIOR TO ISSUANCE OF A CERTIFICATE OF OCCUPANCY.**

H. **THE DEVELOPER ASSUMES ALL RISKS AND PENALTIES WITH ANY DELAY OR STOP WORK ORDER ASSOCIATED WITH THE VIOLATION OF THIS RELEASE. THE DEVELOPER ACKNOWLEDGES THE CONDITIONS OF THIS RELEASE AND ASSUMES ALL RESPONSIBILITIES AND RISKS ASSOCIATED WITH IT. THE CITY OF WILMINGTON WILL NOT BE HELD LIABLE FOR ANY COSTS ASSOCIATED WITH THE CONSTRUCTION RELEASE.**

I. **APPROVAL OF A MAJOR OR MINOR SITE PLAN SHALL EXPIRE AFTER EIGHTEEN (18) MONTHS FROM THE DATE OF SUCH APPROVAL IF THE APPLICANT HAS FAILED TO MAKE SUBSTANTIAL PROGRESS ON THE SITE. THE TECHNICAL REVIEW COMMITTEE MAY GRANT A SINGLE, SIX-MONTH EXTENSION OF THIS TIME LIMIT FOR MAJOR AND MINOR SITE PLANS, FOR GOOD CAUSE SHOWN, UPON RECEIVING A REQUEST FROM THE APPLICANT BEFORE THE EXPIRATION OF THE APPROVED PLAN. IN THE EVENT APPROVAL OF A SITE PLAN HAS EXPIRED, FOR WHATEVER REASONS, THE OWNER AND/OR APPLICANT WILL BE REQUIRED TO RESUBMIT FOR APPROVAL OF A SITE PLAN THAT MEETS CURRENT DEVELOPMENT STANDARDS UNLESS OTHERWISE NOTED IN THIS CHAPTER.**

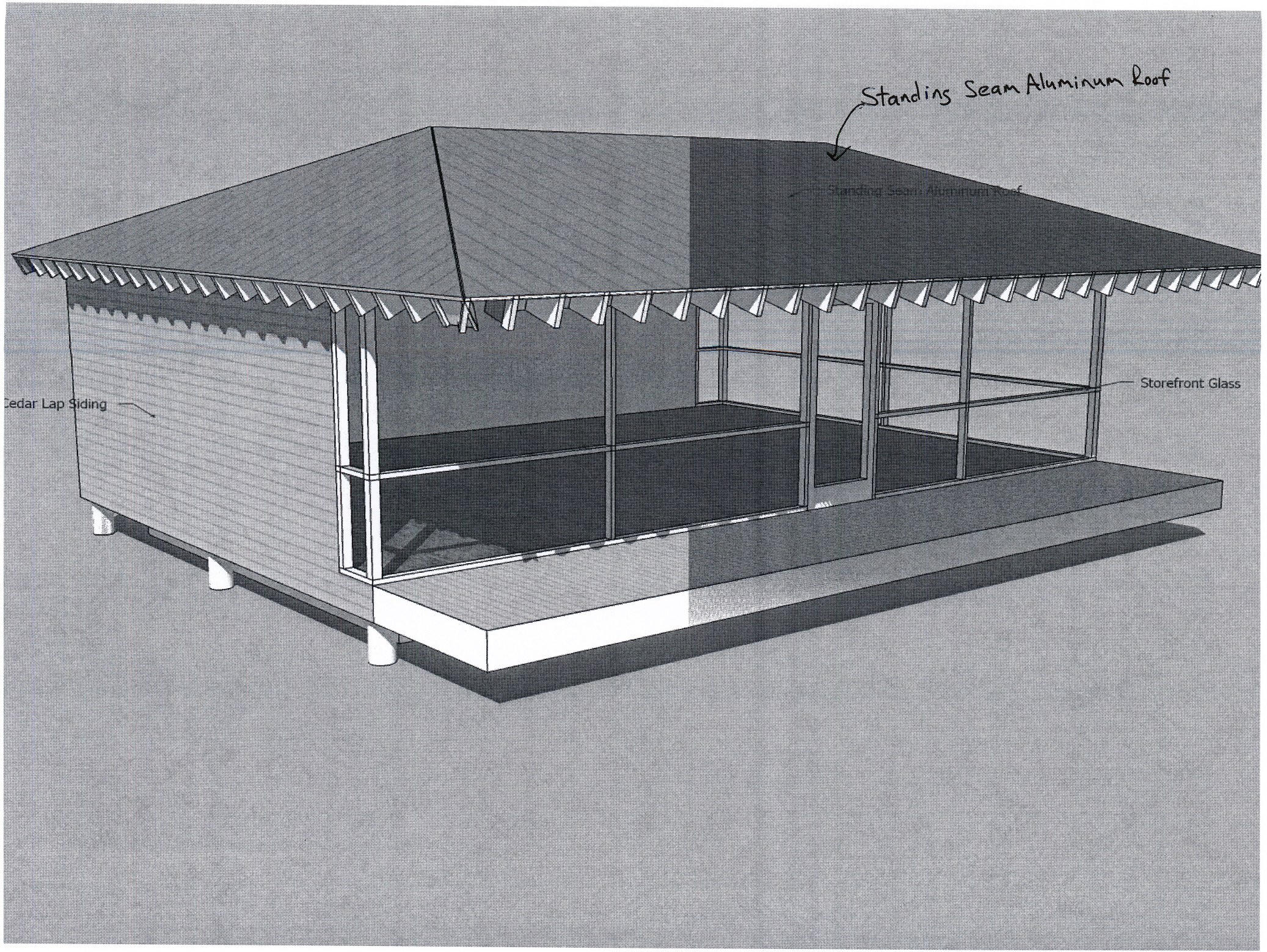
Please notify New Hanover County Building Inspections of this release.

Signature: _____

Brian Chambers, Associate Planner

Copy:	Howard Resnik	Coastal Site Design
	Bret Russell	Construction Manager
	Rob Gordon	Engineering
	Jim Quinn	Stormwater Specialist
	Aaron Reese	Urban Forestry
	Chris Elrod	Wilmington Fire Department (e-mail only)
	Sammy Flowers	Wilmington Fire Department (e-mail only)
	Brian Blackmon	Surveyor (e-mail only)
	Jim Sahlie	GIS Addressing (e-mail only)
	Bill McDow	Traffic Engineering (e-mail only)
	Derek Pielech	Stormwater (e-mail only)
	Don Bennett	Traffic Engineering (e-mail only)
	Bernice Johnson	CFPUA (e-mail letter only)
	Beth Easley Wetherill	NHC Erosion Control (e-mail only)
	Michelle Hutchinson	GIS Engineer (e-mail only)
	Alina Jakubcanin	GIS Analyst (e-mail only)
	Genna Porter	Engineering (e-mail only)

File: **Tongue & Groove Office** **Project File # 2015037**


Standing Seam Aluminum Roof
Storefront Glass
Cedar Lap Siding

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APPROVED: X **DENIED:** ____ **PERMIT #:** TPP-16-08

Application for Tree Removal Permit

Name of Applicant: Tongue and Groove **Phone:** 910-679-4610 **Date:** 7/10/15

Name of Property Owner: Tongue and Groove **Phone:** 910-679-4610

Property Owner Address: 6331 Oleander Drive Wilmington NC 28403

Address of Proposed Tree Removal: 6331 Oleander Drive Wilmington NC 28403

Description of tree(s) to be removed/reason for removal: (provide attachment if necessary)

1. No trees to be removed
2. ____
3. ____
4. ____
5. ____
6. ____
7. ____
8. ____
9. ____
10. ____

Description of Replacement Tree(s): No trees being removed

Applicant Signature: [signature] **Date:** 7/13/15

**********FOR OFFICIAL USE ONLY**********

Reviewed By: [signature] **Date:** 7/20/15

RECEIVED
JUL 13 2015
PLANNING DIVISION

Remarks: ____

ALL WORK MUST BE IN COMPLIANCE WITH THE CITY LAND DEVELOPMENT CODE, ARTICLE 8, LANDSCAPING AND TREE PRESERVATION.

NEW CONSTRUCTION:____ **EXPANSION:**____ **OTHER:**____ **PAID:** 25.00

Tree Preservation Permit Fees

Less than 1 acre	**$25.00**
1-5 acres	**$50.00**
5-10 acres	**$100.00**
Greater than 10 acres	**$150.00**