



January 12, 2022

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

**CONSTRUCTION RELEASE**  
**Michelle Drive Minor Subdivision**  
**5804 & 5806 Michelle Drive - Project # 2021067**

*Consultant/  
Agent:* Mr. Charlie Cazier, PE  
*Intracoastal Engineering, PLLC*  
*5725 Oleander Drive, Unit E-7*  
*Wilmington, NC 28403*

*Property  
Owner:* HARBOR ISLAND INVESTORS LLC  
PO BOX 1377  
WRIGHTSVILLE BEACH NC 28480

The City thanks you for your investment in our community and we look forward to working with you towards the construction of a quality development project. Your project is hereby conditionally released for construction. Please make note of the conditions for this release as they appear below. These conditions must be followed and met for the construction to be approved.

***Conditions of Release***

1. A pre-construction meeting must be held between the site contractor/superintendent and city staff prior to any site work, tree removal, clearing or grading commences on site. Failure to comply will result in civil penalties. Please contact our zoning office at 910.254.0900 to schedule the preconstruction meeting.
2. Any trees, including the critical root zone area and/or the area designated to be saved, must be properly barricaded or marked with fencing and protected throughout construction to ensure that no clearing or grading will occur in those areas.
3. 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:
  - a. All tree protection fencing and silt fencing has been installed
  - b. Cape Fear Public Utility Authority has authorized the water and sewer activities
  - c. The assigned city zoning compliance officer has authorized the activity
4. This development shall comply with all local, regional, state, and federal development regulations. All applicable City of Wilmington Technical Review Committee requirements must be completed prior to the issuance of final zoning approval.
5. All truck traffic to and from the site shall adhere to NCDOT and City of Wilmington truck routes and restrictions (e.g. S. 3<sup>rd</sup> Street, Market Street). See city GIS gallery for routes, weight restrictions, etc.
6. Failure to comply with the above conditions may result in the issuance of a Stop Work Order (SWO).

## ***Conditions of Final Zoning Approval***

1. This project will require the submittal of a request for recycling and trash services form. Submittal of this form will ensure all residents receive city recycling and trash services as required by Section 10-4 of the city code. It is required for public street dedications serving single-family or duplex lots and is optional for private streets. This is not applicable for streets (public/private) serving commercial or multi-family development. This form can be submitted to the City Engineering Department.
2. Per the requirements of the stormwater permit, the following shall occur prior to issuance of a certificate of occupancy or operation of the permitted facility:
  - A final inspection is required by City of Wilmington Engineering personnel (910) 341-5856.
3. Prior to a final inspection, a walkthrough with City Construction Management staff shall take place to verify completeness of site work in right(s)-of-way. Any material test reports and stormwater videos as required shall be submitted prior to and approved by city Engineering. Please contact the City Engineering Department at 910.341.0094.
4. Contractor shall submit a Radio Signal Strength Study for all commercial buildings that demonstrates that existing emergency responder radio signal levels meet the requirements of Section 510 of the 2018 NC Fire Code.
5. This project is proposing less than 500 linear feet of right-of-way or public improvements. Per Chapter V of the City Fee schedule, the project will require Engineering inspection fees in the amount of \$250. This fee must be paid prior to issuance of plat recordation of certificate of occupancy. Please contact City Engineering at 910.341.0094 for payment options.
6. Approval of a major or minor site plan shall expire after 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.
7. To obtain a final zoning inspection for this construction project, the appropriate departments within the City of Wilmington must perform and approve final inspections. To arrange for inspections please contact the assigned Zoning Enforcement Officer, at 254-0900. Staff will coordinate the 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.  
*Note: Zoning will not issue final approval until all requirements of the City of Wilmington are fulfilled.*
8. Please also be advised that any party aggrieved by the issuance of this approval may file a notice of appeal to the City Clerk within 30 days of receipt of active or constructive notice of this decision. It shall be presumed that all persons with standing to appeal have constructive notice of the decision from the date a sign containing the words "Zoning Decision" or "Subdivision Decision" in letters at least six inches high and identifying the means to contact an official for information about the decision is prominently posted on the property that is the



subject of the decision, provided the sign remains on the property for at least 10 days. Posting of signs is not the only form of constructive notice. Any such posting shall be the responsibility of the landowner or applicant. Verification of the posting shall be provided to the official who made the decision. Absent an ordinance provision to the contrary, posting of signs shall not be required. Reference NC GS 160d-403.

9. Please notify New Hanover County Building Inspections of this release.

1/12/22

Project Planner:

Jeff Walton, Associate Planner

Date

I hereby acknowledge receipt of this construction release and understand and agree to adhere to all conditions as contained herein. The owner/developer assumes all risks and penalties with any delay or stop work order associated with a violation of this release. The City of Wilmington assumes no liability for any costs associated with this construction release.

Authorized Representative

Date

Zoning Compliance Officer:

John Barham, Compliance Officer

Date

The following items are included in this release package:

| Item  | Permit Number | Date    |
|---|---------------|---------|
| Michelle Drive Subdivision Approved Plans       | 2021067       | 1/12/22 |
| City Comprehensive Stormwater Management Permit | 2022002       | TBD     |

Copy: John Barham

Bret Russell

Rob Gordon

Jim Quinn

Aaron Reese

Rich Christensen

Eric Seidel

Trent Butler

Chris Elrod

Chris Walker

Brian Blackmon

Jim Sahlie

Bill McDow

Zoning Compliance

Construction Manager

Engineering (email only)

Stormwater Specialist (email only)

Urban Forestry (email only)

Engineering (email only)

Engineering (email only)

Engineering (email only)

Wilmington Fire Department (e-mail only)

Wilmington Fire Department (e-mail only)

Surveyor (e-mail only)

GIS Addressing (e-mail only)

Traffic Engineering (e-mail only)



Mitesh Baxi  
Denys Vielkanowitz  
Bernice Johnson  
Beth Easley Wetherill  
Michelle Hutchinson  
Amy Beatty  
Ron McMillan  
Joan Mancuso  
Catherine Meyer  
Shawn Evans  
Courtney Salgado  
Joseph Wurzel  
Nick Drees  
Jon Roan  
Ben Hughes

Traffic Engineering (e-mail only)  
Traffic Engineering (e-mail only)  
CFPUA (e-mail letter only)  
NHC Erosion Control (e-mail only)  
GIS Engineer (e-mail only)  
Community Services (e-mail only)  
Community Services (e-mail only)  
City Zoning (email only)  
City Zoning (email only)  
City Attorney's Office (email only)  
City Attorney's Office (email only)  
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