



**Planning, Development, & Transportation Department**  
 Planning Division  
 305 Chestnut Street  
 PO Box 1810  
 Wilmington, NC 28402-1810

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

TRANSMITTAL LETTER

TO: Zoning Enforcement Inspector  
 DATE: February 5, 2021  
 SUBJECT: **nCino Phase 1 Mayfaire Parking Deck** Project # 2020055  
 LOCATION: 6780 Parker Farm Road

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

QUAN.	DWG./NO.	DESCRIPTION
1	Dated 2/5/21	nCino Phase 1 Mayfaire Parking Deck Approved Plans
1	Dated 1/25/21	Approved Tree Preservation Permit
1	Dated TBD	City Comprehensive Stormwater Management Permit No. 2005062R1
1	Dated 1/28/21	NHC Grading Permit #55-20

REMARKS: The **nCino Phase 1 Mayfaire Parking Deck** project, located at 6780 Parker Farm Road, 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. CONTACT 910-254-0900.**
- 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. BETH WETHERILL HAS FORMALLY ISSUED THE GRADING PERMIT AND AUTHORIZED THE ACTIVITY**
  - 3. THE CFPUA HAS AUTHORIZED THE WATER AND SEWER ACTIVITIES. THE CONTRACTOR MUST HAVE A PRECON WITH CFPUA 332-6560.**
  - 4. THE CITY ZONING INSPECTOR AUTHORIZES THE ACTIVITY.**

- D. THIS DEVELOPMENT SHALL COMPLY WITH ALL LOCAL, CITY TECHNICAL STANDARDS, REGIONAL, STATE AND FEDERAL DEVELOPMENT REGULATIONS. ALL APPLICABLE TRC REQUIREMENTS SHALL BE COMPLETED PRIOR TO ISSUANCE OF THE FINAL ZONING APPROVAL.**
- E. 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:**
- **AS-BUILT DRAWINGS FOR ALL STORMWATER MANAGEMENT FACILITIES SHALL BE SUBMITTED TO THE CITY OF WILMINGTON ENGINEERING DIVISION.**
  - **AN ENGINEER'S CERTIFICATION SHALL ALSO BE SUBMITTED, ALONG WITH ALL SUPPORTING DOCUMENTATION THAT SPECIFIES, UNDER SEAL THAT THE AS-BUILT STORMWATER MEASURES, CONTROLS AND DEVICES ARE IN COMPLIANCE WITH THE APPROVED STORMWATER MANAGEMENT PLANS.**
  - **A FINAL INSPECTION IS REQUIRED BY CITY OF WILMINGTON ENGINEERING PERSONNEL (910) 341-5856.**
- F. 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.**
- G. 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.**
- H. 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.**
- I. IF THE CONDITIONS LISTED ABOVE ARE VIOLATED, A STOP WORK ORDER WILL BE ISSUED.**

Please notify New Hanover County Building Inspections of this release.



Signature: \_\_\_\_\_  
Jeff Walton, Associate Planner

Copy: John Tunstall, PE	Applicant (email only)
Bret Russell	Construction Manager
Rob Gordon	engineering (email only)
Jim Quinn	Stormwater Specialist (email only)
Aaron Reese	Urban Forestry (email only)
Rich Christensen	Engineering (email only)
Eric Seidel	Engineering (email only)
Trent Butler	Engineering (email only)
Chris Elrod	Wilmington Fire Department (e-mail only)
Chris Walker	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)
Mitesh Baxi	Traffic Engineering (e-mail only)
Denys Vielkanowitz	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)
Amy Beatty	Community Services (e-mail only)
Ryan O'Reilly	Community Services (e-mail only)
Joan Mancuso	City Zoning (email only)
Catherine Meyer	City Zoning (email only)
Debra Hornbuckle	City Zoning (email only)
Shawn Evans	City Attorney's Office (email only)
Courtney Salgado	City Attorney's Office (email only)
Joseph Wurzel	NC DOT (email only)
Nick Drees	NC DOT (email only)
Jon Roan	NC DOT (email only)
Ben Hughes	NC DOT (email only)



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910 254-0900  
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wilmingtonnc.gov

February 5, 2021

Norris & Tunstall Consulting Engineers, PC  
John Tunstall, PE  
2602 Iron Gate Drive, Suite 102  
Wilmington, NC 28412

RE: The nCino Phase 1 Mayfaire Parking Deck Project, located at 6780 Parker Farm Road

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. Please contact our zoning office at 254-0900 to schedule the preconstruction meeting.**

All construction on the site must be in accordance with the City of Wilmington standards and the approved construction plans stamped by the City. All 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 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.**

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.

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.

Sincerely,

A handwritten signature in black ink that reads "Jeff Walton".

Jeff Walton  
Associate Planner



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

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

APPROVED: [red dot] DENIED: \_\_\_\_\_

PERMIT #: [TPP-21-123]

Application for Tree Removal Permit

Name of Applicant: Cloud Real Estate Holdings, LLC Phone: 910-799-8755 Date: 12-23-2020

Name of Property Owner: Same as Above Phone: Same as Above

Property Owner Address: 1201 Glen Meade Road Wilm., NC 28401

Address of Proposed Tree Removal: 6770 Parker Farm Drive Wilmington, NC

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

- 1. Regulated Oaks
2. 9" - Qty. 2
3. 10" - Qty. 4
4. 11" - Qty. 3
5. 12" - Qty. 2
6. 14" - Qty. 2

Description of Replacement Tree(s): Replacement trees for the nCino Phase 1 - Parking Deck project will be in accordance with the City of Wilmington Ordinance and approved landscape plan.

Applicant Signature: [Signature] Date: 12/16/20
Raiford G. Trask, III, Manager

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

Reviewed By: [Signature] Date: 1/25/21

Remarks: \_\_\_\_\_

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

NEW CONSTRUCTION: \_\_\_\_\_ EXPANSION: \_\_\_\_\_ OTHER: \_\_\_\_\_ PAID: \_\_\_\_\_

Table with 2 columns: Tree Preservation Permit Fees, Amount. Rows: Less than 1 acre (\$25.00), 1-5 acres (\$50.00), 5-10 acres (\$100.00), Greater than 10 acres (\$150.00)

SECURITY FEATURES INCLUDE TRUE WATERMARK PAPER, HEAT SENSITIVE INK, AND HOLES FOR MICROWAVE SAFETY

**CLOUD REAL ESTATE HOLDINGS, LLC**

1051 MILITARY CUTOFF RD STE 210  
WILMINGTON NC 28405

1008

66-30/531  
359



DATE 12/17/20

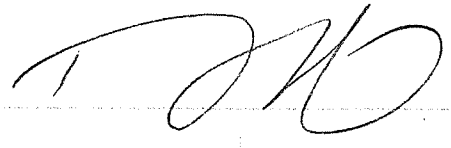
PAY TO THE ORDER OF City of Wilmington

\$ 100.00

One hundred + 00/100 DOLLARS

 **First Citizens Bank**





FOR Tree APP



**NORRIS & TUNSTALL**  
— CONSULTING ENGINEERS P.C. —

2602 Iron Gate Drive, Suite 102  
Wilmington, NC 28412  
(910) 343-9653  
(910) 343-9604 Fax

John S. Tunstall, P.E.  
T. Jason Clark, P.E.

1429 Ash-Little River Road  
Ash, NC 28420  
(910) 287-5900  
(910) 287-5902 Fax

J. Phillip Norris, P.E.  
Joseph K. Bland, P.E.  
Thomas J. Scheetz, E.I.

December 23, 2020

Mr. Jeff Walton, Associate Planner, Current & Historic Preservation  
City of Wilmington  
Development Services

Via E-Mail: [Patrick.OMahony@wilmingtonnc.gov](mailto:Patrick.OMahony@wilmingtonnc.gov), [brian.chambers@wilmingtonnc.gov](mailto:brian.chambers@wilmingtonnc.gov),  
[Nicole.Smith@wilmingtonnc.gov](mailto:Nicole.Smith@wilmingtonnc.gov), [jeff.walton@wilmingtonnc.gov](mailto:jeff.walton@wilmingtonnc.gov),  
[planning@wilmingtonnc.gov](mailto:planning@wilmingtonnc.gov)

Re: City of Wilmington Tree Preservation / Removal Permit  
nCino Phase 1 – Parking Deck  
6770 Parker Farm Drive  
Wilmington, NC  
N&T Project No. 20032

Dear Mr. Walton

Enclosed electronically, along with the Formal TRC submittal, is the plans, the original City of Wilmington Application for Tree Preservation / Removal Permit, and a \$100.00 check for the processing fee (to be mailed in).

Please review this information for approval and contact us with any questions or comments you may have. Thank you for your assistance on this project.

Sincerely,

**NORRIS & TUNSTALL**  
**CONSULTING ENGINEERS, P.C.**



John S. Tunstall, P. E.

JST/asn

20032 12-23-20-cow-tree-ltr (deck)

Enclosures

cc: Gardner Noble, Marcela Lauria-White, & Tammy Spivey / Trask Land Co. (by E-Mail Only)



# NEW HANOVER COUNTY

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## ENGINEERING

230 Government Center Drive, Suite 160, Wilmington, NC 28403  
P: (910) 798-7139 | F: (910) 798-7051 | NHCgov.com

**Jim Iannucci, PE, CFM, County Engineer**

January 28, 2021

Cloud Real Estate Holdings, LLC  
1201 Glen Meade Road,  
Wilmington, North Carolina 28401

**RE: Grading Permit #55-20, nCino Phase I Parking Deck**

Dear Mr. Raiford Trask, III:

This office has reviewed the erosion and sedimentation control plan. We find the plan to be acceptable and hereby issue this land-disturbing permit. **Please read the permit conditions carefully, return the signed blue original to our office and keep the copy for your records.** A copy of the enclosed land-disturbing permit must be posted at the job site. This letter gives the notice required by GS 113A-61.1(a) and New Hanover County's Erosion and Sedimentation Control Ordinance Article VIII Section 8.21 of our right of periodic inspection to insure compliance with the approved plan.

As of April 1, 2019, all new construction activities are required to complete and submit an electronic Notice of Intent (eNOI) form requesting a Certificate of Coverage (COC) under the NCG010000 Construction General Permit. The COC must be obtained prior to the commencement of any land-disturbing activity on the above named project, according to State Stormwater requirements. The NOI form may be accessed at [deq.nc.gov/NCG01](http://deq.nc.gov/NCG01). Please direct questions about the NOI form to Annette Lucas at [Annette.lucas@ncdenr.gov](mailto:Annette.lucas@ncdenr.gov) or Paul Clark at [Paul.clark@ncddenr.gov](mailto:Paul.clark@ncddenr.gov). After you submit a complete and correct NOI Form, you will receive a link with payment instructions for the \$100 annual permit fee. After the fee is received, you will receive the COC via email. The \$100 fee will be charged annually until the project receives a final land-disturbance inspection. Once the project is stabilized and receives the final land-disturbance inspection, you should file a Notice of Termination (NOT) with the State to final out the project.

A copy of the enclosed land-disturbing permit, a copy of the approved erosion and sedimentation control plan as well as any approved deviations, the NCG01 permit, a copy of the Certificate of Compliance (COC), records of inspections made during the previous 12 months and a rain gauge must be posted at the job site as required by 15A NCAC 4B .0118(a), the NCG01 permit, and Article VIII Section 8.19(o).

The land disturbing fee of **\$555** is due to be paid to New Hanover County Engineering, to my attention, prior to issuance of any Certificate of Occupancy or Certificate of Completion.



**A preconstruction meeting is optional** prior to land-disturbing activity on this project. Please contact me at (910) 798-7139 if you would like to schedule this meeting in our office. If you choose not to have a preconstruction meeting, **you must contact us with the date the land-disturbing activity will take place onsite and again once the initial erosion control measures are installed.**

New Hanover County's Erosion and Sedimentation Control Program is performance-oriented, requiring protection of existing natural resources and adjoining properties. If, following the commencement of this project, it is determined that the erosion and sedimentation control plan is inadequate to meet the requirements of the Sedimentation Pollution Control Act of 1973 (North Carolina General Statutes 113A-51 through 66), and the New Hanover County Erosion and Sedimentation Control Ordinance Article VIII Section 8.19 (f), this office may require revisions to the plan and its implementation of the revisions to ensure compliance with the Act and ordinance.

This land-disturbing permit will expire within 1 year following the date of approval, if no land-disturbing activity has been undertaken, as required by New Hanover County's Erosion and Sedimentation Control Ordinance Article VIII Section 8.18 (d). If no activity takes place within one year after work has begun onsite, the permit will expire. Please contact this office to reactivate a permit that has expired.

Acceptance and approval of this erosion control plan is conditioned upon your compliance with Federal and State water quality laws, regulations and rules and local city or county ordinances or rules. This land-disturbing permit approval does not supersede any other permits or approvals. **You must ensure you have tree approval PRIOR to any land disturbing activity onsite.** It is the owner's responsibility to have all the permits and approvals that are required, prior to beginning construction.

Please note this approval is based in part on the accuracy of the information provided in the Financially Responsibility Form, which you provided. You are requested to file an amended form if there is any change in the information included on the form.

Your cooperation is appreciated,

*Beth Easley Wetherill*

Beth Easley Wetherill  
NHC Soil Erosion Specialist

Enclosures: Land-Disturbing Permit  
NPDES NCG01 Fact Sheet and Monitoring Form

cc: John Tunstall PE, Norris & Tunstall Engineers, PC  
Jeff Walton Senior Planner, City of Wilmington

Property Owner(s)



Permit GP #55-20  
LNDP 20-00135

## Permit for a Land-Disturbing Activity

New Hanover County  
Department of Engineering  
230 Government Center Drive - Suite 160  
Wilmington, North Carolina 28403  
(910) 798-7139

### As authorized by the New Hanover County Erosion and Sedimentation Control Ordinance

This permit issued to **Cloud Real Estate Holdings, LLC** authorizes the development of 1.85 acres of land at **6770 Parker Farm Drive for nCino Phase I Parking Deck** in New Hanover County. This permit issued on **January 28, 2021** is subject to compliance with the application and site drawings, all applicable regulations and special conditions and notes set forth below. **Any plan modifications must be approved by this office prior to field changes.**

It is understood by the applicant that a representative of New Hanover County's Engineering Department may inspect the site at any time following the issuance of this Permit. A copy of the approved Soil Erosion Control Plan as well as any approved deviations, this permit, a rain gauge, a copy of the NCG01 permit, a copy of the Certificate of Coverage (COC) from the State and copies of the Combined Self-Monitoring and Self-Inspection Reports must be available at all times at the site.

Failure to execute the provisions of this permit and the approved Soil Erosion Plan, or any other provisions of the New Hanover County Soil Erosion and Sedimentation Control Ordinance, may result in immediate legal action by the County to the limits prescribed by the Ordinance. If the measures outlined on the approved Soil Erosion Control Plan and this Permit prove insufficient, additional Erosion Control measures can and will be required which in turn will be considered provisions of this Permit. This Permit does not preclude any other permits or approvals necessary for beginning or completing this development. Approval of an erosion control plan is conditioned on the applicant's compliance with Federal and State laws, regulations and rules. It is the Permittee's responsibility to obtain all necessary permits and approvals.

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### **SPECIAL CONDITIONS**

#### **(THESE CONDITIONS MUST BE FOLLOWED IN ADDITION TO THE PLANS AND SPECIFICATIONS)**

- \*All the soil erosion control measures will be installed as the site is cleared and maintained throughout construction. These include a construction entrance, silt fences, inlet and outlet protection. Note: Ensure the energy dissipater in the existing pond is a minimum of 24' x 16' z 18".
- \***Tree Removal Permits and/or Approvals are required from the City of Wilmington and/or New Hanover County PRIOR to clearing of the site.**
- \*Silt fence stakes must be steel and will be placed **six feet apart without wire reinforcement or eight feet apart with wire reinforcement**. Silt fence is **not** allowed as inlet protection.

\*This permit does not preclude any permits or approvals which may be necessary such as City of Wilmington or New Hanover County, NC DEMLR, C.A.M.A., and/or the US Army Corps. of Engineers, DEM Solid Waste or any other agencies.

\*No sediment shall leave the site in suspension of water.

\*If plan revisions are necessary you must submit a copy to this office for approval **prior** to any field changes.

\*If soil is brought onto this site or removed from this site, it must come from or be taken to an approved or permitted site, to be identified to this office **prior** to being brought onsite or removal from the site.

\*All City and/or County and State drainage and stormwater requirements will be adhered to.

\*If these measures fail to adequately control erosion, more restrictive measures will be required.

\*If any phase of grading ceases for more than 90 calendar days, the site will be temporarily stabilized.

\*All slopes must be stabilized within 21 calendar days of any phase of activity.

The approval of an erosion control plan is conditioned on the applicant's compliance with Federal and State Water Quality laws, regulations and rules.

\*Note the required rates for seed, lime, fertilizer and mulch in your seeding specifications.

**\*Enclosed is a Combined Self-Monitoring and Self-Inspection Form that meets the requirements of both the NPDES Stormwater Permit for Construction Activities, NCG 010000 reporting and the Land Resources Self-Inspection Program that satisfies the requirements of the Sedimentation Pollution Control Act. These are mentioned below with specific requirements for each program. These reports are the responsibility of the property owner. They require a rain gauge onsite, inspections and reporting every 7 calendar days and within 24 hours of every 1.0-inch rain per 24-hour period and at specific phases of construction. Additional copies of this Combined Construction Inspection Report can be found at <http://portal.ncdenr.org/web/lr/erosion>. Reports must be available onsite at all times. If you have questions, please contact New Hanover County Engineering (910) 798-7139 or the Land Quality Section at the NC DEMLR Regional office at (910) 796-7215.**

**\*Note the NPDES information from the State for sites disturbing 1 acre or more and the reporting requirements. All NEW projects permitted after August 3, 2011 must include the following surface water withdrawal locations and stabilization requirement designations on the plan in order to qualify for coverage under the most recent NPDES Construction General Permit. All settling basins must have outlet structures that withdraw water from the surface, with the exception of basins or traps that have a drainage area of less than 1 acre. The NPDES permit also requires ground cover within 15 calendar days on disturbed flat areas and ground cover within 7 calendar days on all areas within HQW Zones, perimeter dikes, swales, ditches, perimeter slopes and all slopes steeper than 3:1. Exceptions include slopes that are 10 feet or less in length and not steeper than 2:1 which must be stabilized within 14 calendar days and slopes greater than 50 feet which must be stabilized within 7 calendar days. It requires inspections of all erosion control measures and reporting every 7 days and within 24 hours of every 1.0-inch rain event in a 24-hour period. This permit also includes other new requirements which are listed in the text of the NPDES Stormwater Discharge Permit for Construction Activities, which is included with the original copy of each land-disturbing permit.**

**\*Note the Land Resources Self Inspection Program Requirements. This program is separate from the NPDES reporting and requires inspection and documentation after each phase of construction. These phases include: Installation of perimeter erosion control measures, Clearing and Grubbing of existing ground cover, Completion of any phase of grading of slopes or fills, Installation of storm drainage facilities, Completion of construction or development, Establishment of permanent ground cover sufficient to restrain erosion and any Deviation from the approved plan.**

\*Pre-construction meetings are optional. Contact Beth E. Wetherill at (910) 798-7139 to set up a meeting prior to land-disturbing activity onsite. If you do not choose to have a preconstruction meeting prior to starting work on site, you should contact us when activity begins and again when the initial measures have been installed.

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This Permit will expire one year from date of issue if no construction activity begins on site. This permit may not be amended or transferred to another party without approval of this office.

**Acknowledgment of receipt of Permit**

\_\_\_\_\_  
**Owner**

\_\_\_\_\_  
**By (please print)**

\_\_\_\_\_  
**Signature**

Beth Easley Wetherill  
Beth E. Wetherill, C.P.E.S.C.  
Soil Erosion Specialist/New Hanover County