



TOWN OF KURE BEACH

117 SETTLERS LANE ♦ POST OFFICE BOX 3 ♦ KURE BEACH, NC 28449
TELEPHONE (910) 458-6535 ♦ FAX (910) 458-4269

Permit # _____

Fee \$ _____

FILL/GRADE/CLEAR PERMIT APPLICATION

This permit is utilized to identify properties that have the potential of changing the natural or existing stormwater drainage patterns and requires mitigating activities to ensure development does not negatively impact adjacent properties and roads. Specific activities requiring this permit include but are not limited to new building development, vegetation removal, adding fill material or modifying the grading on a lot.

Project Address / Location: _____

Property Owner's Information:

Name _____ Phone # _____

Address _____

Contractor's Information:

Name _____ Phone # _____

Address _____

Email Address _____

Contractor's License # _____ Classification _____

Description of work to be performed _____ FILL _____ GRADE _____ CLEAR

Cost of Work _____

Fill permits require existing elevation _____ Finished elevation _____

**** I agree to install and maintain silt fencing on the property to prevent runoff on adjacent properties or right-of-ways.****

Owner's Signature

Date

Contractor's Signature (if not owner)

Date

For Official Use Only

Building Inspector _____ Date _____

Flood Zone _____ B.F.E. _____ Panel _____ Map Date: 8/28/18

Fee: \$25.00

Grading or fill with a drainage plan

**SCHEDULE A SITE VISIT WITH PUBLIC WORKS DIRECTR AND BUILDING INSPECTOR
BEFORE WORK BEGINS**

Public Works Director-Jimmy Mesimer Email – j.mesimer@tokb.org Phone 458-5816

Building Inspector – Bethany White Email – b.white@tokb.org Phone 707-2011

***Drainage Plan:** A professionally designed stormwater drainage system that allows development without negatively impacting adjacent properties may be required.

Activities that typically require drainage plans:

- Grading/filling or other changes to the topographic conditions of the property
- Permanent placement of fill soils or other materials on the property
- When a building permit for increased impervious surface is required
- If development is proposed and the location has a history of flooding or erosion

Stormwater consultation with staff are mandatory for all permits submitted without a drainage plan.

Stormwater drainage plans contents:

A stormwater drainage plan shall be prepared by a registered civil engineer, architect, landscape architect or other field licensed to perform stormwater management practice design and include the following site and drainage information:

- A. Existing and proposed flow lines of surface and subsurface waters on to and off of the site
- B. Existing and finished contours, at two-foot intervals
- C. The location of any existing buildings, structures or improvements on the property where the work is to be performed, and on adjacent lots
- D. The location of all existing natural and man-made drainage facilities for the storage or conveyance of runoff, including drainage swales, ditches, culvers and berms, sumps, sediment basins, channels, ponds, storm drains and drop inlets serving the site
- E. All surface and subsurface drainage devices, walls, cribbing, dams and other protective devices to be built with, or as a part of, the proposed construction
- F. Hydraulic calculations that show the flow-carrying capacities of proposed conveyance devices and justify the estimated runoff of the area served by any proposed conveyance device
- G. Discharges and velocities of proposed conveyance devices and storage volumes of any sumps, ponds or sediment basins
- H. Estimates of existing and increased runoff resulting from proposed improvements and methods for reducing the velocity of any increased runoff