

POND DRAINAGE PERMIT APPLICATION

PURPOSE: Pond Drainage Plan review is required to ensure these activities are done in a manner that protects future buffers, Resource Conservation Areas, meets the Ordinance's watershed and floodplain restrictions and to ensure appropriate measures are taken for stormwater management and sedimentation and erosion control.

If the intent of the pond draining plan is to reduce applicable riparian buffers, then sufficient time (usually 6 months) must be allowed for the natural drainage feature to re-establish. Once the drainage feature has had sufficient time to re-establish itself, the Town of Apex and/or the NC Division of Water Quality shall determine its applicability to State and local riparian buffer rules and ordinances. There shall not be any land disturbing activity (grading) associated with a pond draining plan other than the installation of S & E measures. A contractor shall not fill in a pond, and shall only breach the dam.

TIMING OF APPROVAL:

1. The Pond Drainage Plan review and approval process is required prior to any land disturbing or construction activities on a non-residential site. Pond Drainage Plans may be reviewed concurrently with other development applications.
2. After the plan has been through the review process and has been approved, the Planning Department will issue a Pond Drainage Permit.

COMPLETE APPLICATION: The applicant must submit the following items by 5:00 P.M. on the submittal date listed on the Applicant Schedule (available at the Planning Department):

- Thirteen (13) complete sets of plans
- Thirteen (13) copies of this application, one copy stapled to each set of plans
- Submittal Fee

REQUIRED CONTENTS OF SUFFICIENTLY COMPLETE PLANS: The following items are required in order for the Pond Drainage Plan to be considered sufficiently complete. Please note that the required information to be included within these items is included on the Pond Drainage Plan Checklist.

1. Cover Sheet.
2. Existing Conditions Plan.
3. Grading and Pond Drainage Plan (including compact test for fill, if applicable).

REVIEW FOR SUFFICIENCY: Planning staff checks plans for sufficiency. Incomplete plans will be returned to the applicant as stated on the Applicant Schedule (typically within the week the plans are submitted). Sufficiently complete plans are forwarded to the Technical Review Committee (TRC).

TECHNICAL REVIEW COMMITTEE (TRC): Sufficiently complete plans are forwarded to the Technical Review Committee (TRC) for review. Members of the TRC include staff from the following Town departments: Planning, Construction Management, Public Works, Fire, and Police. Preliminary comments will be forwarded to the applicant prior to the TRC meeting. The applicant should come to the meeting prepared to discuss these comments and/or receive clarification on what the comments mean. Due to space limitations, only two representatives of the applicant are allowed to meet with the TRC. The TRC first meets in closed session to discuss the submitted plans. The TRC and the applicant will then meet by appointment for approximately 10 to 15 minutes. The appointments will be scheduled by the date indicated

POND DRAINAGE PERMIT APPLICATION

on the Applicant Schedule. After the TRC meeting the applicant may wish to hold more detailed meetings with TRC members to discuss complex issues.

REQUIRED CHANGES TO PLANS: Final comments based on the TRC meeting will be faxed to the applicant per the schedule shown on the Applicant Schedule. The applicant must address **all** of the TRC comments and submit **thirteen (13) sets of revised plans, thirteen (13) copies of written responses**, to the Planning Department by the date indicated on the Applicant Schedule.

REVIEW OF REVISED PLANS: The TRC reviews the revised plans. If the plans meet the requirements of the Ordinance and any other federal, state or local requirements, and do not require further revision, the TRC members forward their recommendation to the TRC chairperson. A permit is then issued to the applicant. **This permit is not issued in lieu of other federal, state, and local permits, such as grading permits, sedimentation and erosion control permits, etc.**

POND DRAINAGE PERMIT APPLICATION

**TOWN OF APEX
DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT**

POND DRAINAGE SUBMITTAL APPLICATION

Submittal Date: _____

Pond Drainage Plan ----- \$100.00

Complete plans must be submitted by **5:00 p.m.** on the submittal date listed on the Applicant Schedule. The submittal date is typically the **1st Monday** of the month (holidays change the submittal dates—see the Applicant Schedule). The required contents of complete plans are listed on the “Tree Removal and Non-Structural Development Plan Checklist.”

The following **must** be submitted to the Planning Department to begin the review cycle:

- Thirteen (13) complete sets of plans (size of plans must be 24” x 36”)
- Thirteen (13) copies of this application, one copy stapled to each set of plans
- Submittal Fee

Project Name _____

Location _____

Property PIN _____

Acreage _____ Zoning _____

Town Limits: Inside/Outside (Circle One)

Owner or Developer _____

Address _____

Phone Number _____ Fax # _____

E-mail Address _____

Prepared by _____

Contact Person _____

Address _____

Phone Number _____ Fax # _____

E-mail Address _____

POND DRAINAGE PERMIT APPLICATION

COVER SHEET

1. Index of drawing sheets.
2. Vicinity map showing the location of the property and adjacent streets within a maximum of a ½ mile radius.
3. Project data (in tabular form):
 - Name of the project (include any phase numbers)
 - Preparer's name, address, phone number, fax number and e-mail address
 - Owner's name, address, phone number, fax number and e-mail address
 - Contract purchaser's name, address, phone number, fax number and e-mail address (if applicable)
 - Annexation number(s) for property (if applicable)
 - Zoning of the property; if conditional use zoning, list all rezoning conditions
 - Area of tract (in square feet or acres)
 - Indicate if the site is in the Primary or Secondary Watershed Protection Overlay District
 - Indicate if the pond drainage will reduce applicable riparian buffers*
 - Indicate if the site contains a FEMA designated 100 year floodplain
 - Gross square footage and percent of RCA required
 - Gross square footage and percent of RCA provided
 - Indicate if the site contains an historic structure as defined by UDO Section 12.2 "Historic structure", if the property appears on the Wake County Inventory of Historic Structures map (produced by the Town of Apex), and/or if the property appears on the Town of Apex National Register Historic District map.

*If the intent of the pond draining plan is to reduce applicable riparian buffers, then sufficient time (usually 6 months) must be allowed for the natural drainage feature to re-establish. Once the drainage feature has had sufficient time to re-establish itself, the Town of Apex and/or the NC Division of Water Quality shall determine its applicability to State and local riparian buffer rules and ordinances.

EXISTING CONDITIONS PLAN

Show existing site features on the proposed site and the area within a 50' perimeter of the site.

1. Provide boundaries of the site in metes and bounds.
2. Provide field verified topography of site at a minimum of 2' contours, showing existing grades. Aerial photo based topography is unacceptable.
3. Provide tree survey locating all trees 8" caliper and larger on site.
4. Show area where pond drainage activities will occur.
5. Show areas where buffers and Resource Conservation Areas would exist if the site were being developed (including stream corridors, wetlands, stands of large trees, etc.).
6. Identify open fields, existing vegetation less than 8" caliper in size (show outline), wetlands, steep slopes, creeks, streams, ponds, dams, rock outcroppings, fencing, roads, structures, cemeteries and other pertinent site features.
7. If the site is in the Primary or Secondary Watershed Protection Overlay District, show required riparian buffers on both sides of perennial and intermittent streams.
8. Show location of the 100 year floodplain and 100 year floodway based upon the FIRM maps, the FEMA detailed study, and field measurements (if applicable). If not applicable, certify that there is no FEMA floodplain on the subject property by giving FIRM map # and date.
9. Indicate clearly on the plans the location of all existing utilities (water, sewer, natural gas, electric, telephone, cable, fiber optic, etc.) above and/or below ground as well as existing utility easements.

POND DRAINAGE PERMIT APPLICATION

10. ____ Identify location of any underground storage tanks, hazardous waste and debris, abandoned wells, septic tanks or similar structures. Other permits from local, state, or federal authorities may be necessary for the demolition or removal of these items from the property.

POND DRAINAGE PLAN

1. ____ Identify which pond(s) will be drained.
____ If fish exist in the pond(s); provide a plan for the transfer of fish out of the pond.
2. ____ Indicate location of protective fencing. Fencing must be 1 foot away from the tree trunk for every 1 inch caliper of the tree. (See Section 8.1.2.F.1 of the UDO for additional protective fencing requirements for other site features)
3. ____ Detailed drawing of protection fencing.
4. ____ Field verified topography of site at a minimum of 2' contours, showing existing and proposed grades. Include location of grading associated with installation of utility lines and drainage ways (construction easements, etc.). Aerial photo based topography is acceptable for sketch plan discussion only and is unacceptable at the site plan stage.
5. ____ If there will be fill within a floodplain, a Letter of Map Revision based on Fill (LOMR-F) is required to be obtained. Contact Adam Stephenson in Engineering at 249-3417 for details.
6. ____ Indicate all slopes equal to or greater than 3:1.
7. ____ Location and type of soil and erosion control measures. For sites where disturbed area is one acre or greater in size, Apex reviews for compliance and issues grading permit after Pond Drainage Plan approval. (Consult Soil and Erosion Control Officer at 249-3397)
8. ____ Provision for the adequate disposition of storm water in accordance with Town standards indicating location, sizes, types and grades of ditches, catch basins, and pipes with connections to existing drainage system(s). Post-development runoff rate must not exceed pre-development runoff rate. Lot lines should follow natural drainage ways. Natural drainage ways should be preserved in their natural state to the extent practicable.
9. ____ Indicate if site is in the Primary or Secondary Watershed Protection Overlay District. If in a protected water supply watershed, storm drainage measures must meet watershed protection regulations.
10. ____ Indicate clearly on the plans the location of all existing utilities (water, sewer, natural gas, electric, telephone, cable, fiber optic, etc.) above and/or below ground as well as existing and proposed utility easements. If the site is encumbered by existing utility easements then the applicant should provide a letter from the utility company indicating the acceptability of the changes to the site.
11. ____ Compact test for fill (if applicable).

POND DRAINAGE PERMIT APPLICATION

*Add the certification block below to the **lower right hand corner** of each sheet of the plan, except the cover sheet:*

The signatures affixed below certify that this sheet has been reviewed and approved solely per the certifications signed on the cover sheet of these construction plans.

CM – Engineering

Date

Public Works – Env. Programs

Date

CM – Building Inspections

Date

Planning

Date

Public Works – S & E

Date

Add the following certification statements to the cover sheet of the plan:

SOIL EROSION AND SEDIMENTATION CONTROL PLAN

TOWN OF APEX CERTIFICATION

This drawing has been reviewed by the Town of Apex, and to the best of my knowledge and belief, conforms to the requirements established in the Standard Specifications of the Town of Apex. However, this signature does not constitute a variance from any requirements contained in any federal, state, or local code, law, specification, rule or ordinance. The developer/engineer/contractor is solely responsible for meeting all applicable requirements.

By: _____ Date: _____

PLANNING/ZONING CERTIFICATION BY THE TOWN OF APEX

This construction drawing has been reviewed by the Town of Apex Planning Department, and to the best of my knowledge and belief, conforms to the Subdivision or Site Plan that was approved by the Town of Apex Board of Commissioners, and meets the Town of Apex Zoning, Subdivision, or Unified Development Ordinance. This signature does not constitute a variance from any requirements of the originally approved Subdivision or Site Plan cited above, or any federal, state, or local code, law, specification, rule, guideline, or ordinance. It is the sole responsibility of the owner/developer, or any of his agents or contract professionals to ensure that this construction plan meets all the aforementioned requirements.

By: _____ Date: _____

BUILDING INSPECTION DIVISION CERTIFICATION BY THE TOWN OF APEX

This drawing has been reviewed by the Town of Apex Building Inspection Division, and to the best of my knowledge and belief, conforms to the requirements established within the Town's Code of Ordinances and the North Carolina State Building Codes. However, this signature does not constitute a variance from any requirements contained in any federal, state, or local code, law, specification, rule or ordinance. The developer/engineer/contractor is solely responsible for meeting all applicable requirements.

By: _____ Date: _____

ENVIRONMENTAL PROGRAMS CERTIFICATION BY THE TOWN OF APEX

This drawing has been reviewed by the Town of Apex Public Works and Utilities Department (Environmental Programs) and to the best of my knowledge and belief, conforms to the requirements established in the Standard Specifications and Construction Details and the Unified Development Ordinance of the Town of Apex. However, this signature does not constitute a variance from any requirements contained in any federal, state, or local code, law, specification, rule or ordinance. The developer/engineer/contractor is solely responsible for meeting all applicable requirements.

By: _____ Date: _____

SOIL EROSION AND SEDIMENTATION CONTROL CERTIFICATION BY THE TOWN OF APEX

This drawing has been reviewed by the Town of Apex, and to the best of my knowledge and belief, conforms to the requirements established in the Soil Erosion and Sedimentation Control Ordinance of the Town of Apex. However, this signature does not constitute a variance from any requirements contained in any federal, state, or local code, law, specification, rule or ordinance. The developer/engineer/contractor is solely responsible for meeting all applicable requirements.

THIS SIGNATURE DOES NOT CONSTITUTE PLAN APPROVAL, ONLY PLAN REQUIREMENTS. A SEPARATE LETTER OF PLAN APPROVAL WILL BE MAILED TO THE FINANCIALLY RESPONSIBLE PERSON AT A LATER DATE ACCORDING TO THE CONSTRUCTION SEQUENCE.

By: _____ Date: _____

SOIL EROSION AND SEDIMENTATION CONTROL PLAN



SOIL EROSION AND SEDIMENTATION CONTROL PLAN REQUEST FOR PLAN APPROVAL

PUBLIC WORKS AND UTILITIES
105 Upchurch Street
Apex, NC 27502
Contact: Mike Deaton
Phone: (919) 249-3413
Fax: (919) 367-2808

The enclosed Soil Erosion and Sedimentation Control Plan is respectfully submitted for your review and approval.

Tax Map No.	Parcel No.(s)
Zoning	
Subdivision:	Lot No.
Recorded:	
Registry Book No. _____	Page No. _____ Map Book No. _____
Land Use:	
Present _____	Future _____
Size of Tract: _____	Total Acres: _____
Number of Acres to be Disturbed: _____	
Total Number of Family Units: _____	
Percent Impervious Surface: _____	
Location of Tract:	
Project Name:	

SOIL EROSION AND SEDIMENTATION CONTROL PLAN

Owner(s) Name:

Address:

Phone:

Person Financially Responsible:

Address:

Phone:

Plans Prepared By:

Address:

Phone:

Documents, Maps and Computations Submitted with this Request:

The Soil Erosion and Sedimentation Control Plan, supporting documents, maps and computations submitted for the above tract conform to the requirements of all applicable sections of the Town of Apex Soil Erosion and Sedimentation Control Ordinance.

Signature: _____

Title: _____

Date: _____

SOIL EROSION AND SEDIMENTATION CONTROL PLAN



PUBLIC WORKS AND UTILITIES
105 Upchurch Street
Apex, NC 27502

Contact: Mike Deaton
Phone: (919) 249-3413
Fax: (919) 367-2808

APEX SOIL EROSION AND SEDIMENTATION CONTROL/CONSTRUCTION PLANS REVIEW PROCESS

Plan Approval Process

- I. A. Familiarize yourself with the Town of Apex Soil Erosion and Sedimentation Control Checklist.
- B. Develop your soil erosion and sedimentation plans accordingly.
- C. Complete and sign two (2) copies of the "Request for Plan Approval" form. (Please duplicate these pages.)
- D. Complete and sign a Town of Apex Soil Erosion and Sedimentation Control Checklist.
- E. Complete a "Financial Responsibility/Ownership Form".
- F. If your supporting calculations are on separate sheets, submit two (2) copies of your calculations.
- G. Submit the Soil and Erosion Control Fee.
- II. Submit your "Request for Plan Approval" checklist, two (2) copies of the supporting calculations, permit fees, and the "Financial Responsibility/Ownership Form" to the Town of Apex Planning Department.
- III. Upon submittal, one of these two actions will take place within five (5) working days:
 1. The plan will be accepted by the Environmental Specialist to review and make comments. During this period, the Environmental Specialist will review the site plan, design calculations and make a field inspection of the site.
 2. The plan will be considered incomplete for review. The reviewer will comment as to why the plan was incomplete and at the request of the submitter meet with him/her to explain the items that are required in order that the plan be complete for review.

SOIL EROSION AND SEDIMENTATION CONTROL PLAN

IV. Notification of Plan Approval or Disapproval

Within thirty (30) calendar days from the receipt of a complete plan, the Environmental Specialist will notify the applicant or designer of the approval or disapproval of the plan during the Technical Review Committee meeting. It is the goal of both the Town of Apex Public Works Office and the Wake Soil and Water Conservation District to review these plans in such a manner that within the thirty (30) day period a Letter of Plan Approval may be issued if the plans are adequately prepared.

Fees Effective September 1, 1996

See attached Fee Schedule.

* Fees to be paid upon plan submittal. Round fees to the nearest dollar. Fees are to be presented to the Town of Apex Engineering and Construction Management Office.

SOIL EROSION AND SEDIMENTATION CONTROL PLAN



PUBLIC WORKS AND UTILITIES
105 Upchurch Street
Apex, NC 27502
Contact: Mike Deaton
Phone: (919) 249-3413
Fax: (919) 367-2808

SOIL EROSION AND SEDIMENTATION CONTROL FEE SCHEDULE

Application for approval of Soil and Erosion Control Plan - \$500.00 per disturbed acre

Fees to be paid upon plan submittal.

Soil and Erosion Control Performance Guarantee* - \$2,500.00 per disturbed acres

*Performance guarantee must be in the form of a certified check, cash, or irrevocable letter of credit approved by the Town. The performance guarantee is due prior to the Town issuing a Letter of S&E Plan Approval.

SOIL EROSION AND SEDIMENTATION CONTROL PLAN



PUBLIC WORKS AND UTILITIES
105 Upchurch Street
Apex, NC 27502
Contact: Mike Deaton
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Fax: (919) 367-2808

SOIL EROSION AND SEDIMENTATION CONTROL CHECKLIST

PART A (place a \checkmark mark next to all items included)

- ____ NAME OF PROJECT: _____
- ____ APEX CHECKLIST COMPLETED AND SIGNED.
- ____ REQUEST FOR PLAN APPROVAL: TWO (2) COPIES COMPLETED AND SIGNED.
- ____ PRELIMINARY ZONING AND SUBDIVISION APPROVAL: copy of approval notification
- ____ APEX FINANCIAL RESPONSIBILITY/OWNERSHIP FORM: completed, signed and notarized.
- ____ PERMIT APPLICATION FEES: \$425.00 per disturbed acre up to twenty (20) acres (rounded to the nearest dollar).
 - ____ Acres Disturbed
 - ____ Amount
- ____ 2 SETS OF THE SEDIMENTATION AND EROSION CONTROL PLAN PLUS DETAILS
- ____ 1 FULL SET OF THE CONSTRUCTION DRAWINGS
- ____ 2 SETS OF CALCULATIONS

PART B (place a \checkmark mark next to all items included)

- ____ **2 COPIES OF SOIL EROSION CONTROL PLAN, INCLUDING:**
- ____ LOCATION MAP: shows project in relation to state road system.
- ____ EXISTING AND PROPOSED CONTOURS: plans and profiles for roadways.
- ____ BOUNDARIES OF TOTAL TRACT: including project limits.
- ____ OFF-SITE CONDITIONS: ownership, zoning, drainage areas and adjacent topography.
- ____ EASEMENTS, LOT LINES AND NUMBERS, ROAD NAMES, BUFFERS, WETLANDS LIMITS, STREAMS, PONDS, AND LAKES.
- ____ FLOOD ZONES: community panel number, basin and stream number, flood fringe with elevations flood way, RFPE's, etc.
- ____ UTILITIES: community water and sewer, plan/profiles easements and sediment controls.
- ____ BORROW AND SPOIL AREAS: located and specified on plan.
- ____ PROPOSED IMPROVEMENTS: roads, buildings, parking areas, grassed, landscaped, and natural areas.
- ____ STORMWATER NETWORK: inlets, culverts, swales, ditches, channels and drainage easements.
- ____ DISTURBED AREA: clearly delineated with acreage specified on plan.
- ____ TEMPORARY SEDIMENT CONTROLS: locations and dimensions of gravel entrances, diversion ditches, silt fences, sediment basins, etc.
- ____ PERMANENT EROSION CONTROLS: locations and dimensions of dissipaters, ditch linings, armoring, retaining walls, etc.
- ____ DETAIL DRAWINGS: sections, elevations, and perspectives of measures sufficient for construction as designed.

SOIL EROSION AND SEDIMENTATION CONTROL PLAN

- _____ CONSTRUCTION SEQUENCE: outlining permits, installation of measures, inspections and approvals in the construction process modified for site specific conditions.
- _____ SCALE, LEGEND, ORIENTATION, SIGNATURE AND SEAL.
- _____ NOTES: as necessary to spell out procedures to be followed.
- _____ SPECIFICATIONS: seedbed preparation, soil amendments, construction and seeding schedules, etc.
- _____ INDICATE IF WORK IS IN WATERSHED PROTECTION OVERLAY DISTRICT (Primary or Secondary). If work is in the District, describe water quality protection methods.
- _____ 2 SETS OF CALCULATIONS:
 - _____ DESIGN CALCULATIONS FOR PEAK DISCHARGES OF RUNOFF (preconstruction, construction and final phase discharges for the site up to and at the property line).
 - _____ TEMPORARY DEVICES: sediment storage and Q10 capacity and dimensions.
 - _____ DITCHES, SWALES AND CHANNELS: Q10, V10, tractive force/shear stress, capacity and geometry.
 - _____ DISSIPATERS: Q10 velocities, stone size and dimensions.
 - _____ STORM CULVERTS AND INLETS: inverts, length, slope. Q100 and HW100 in natural drainageways. Q10 and HW10 for all others.
- _____ OTHER REQUIREMENTS:
 - _____ R40W-80W ZONING: locations, dimensions, details, calculations and specifications for watershed protection measures.
- _____ DESCRIBING THE NARRATIVE NATURE AND PURPOSE OF THE CONSTRUCTION ACTIVITY: phasing, clearing and grubbing, special sequencing, experimental devices, etc.
- _____ NAME OF RECEIVING WATERCOURSE: (only where stormwater system discharges are to occur).

SIGNATURE OF APPLICANT

DATE

OTHER RELATED REGULATORY REQUIREMENTS

*NPDES: The Federal Clean Water Act requires that National Pollutant Discharge Elimination System (NPDES) Permits be applied for and obtained for discharges of stormwater runoff from construction activities disturbing one or more acres. A Notice of Intent (NOI) form must be completed and mailed to the Division of Environmental Management after receipt of the Town's approval of the Sedimentation and Erosion Control Plan. Refer additional questions to Ms. Judy Garrett, Water Quality Supervisor, Raleigh Regional Office, 919/571-4700.

WETLANDS: Any project having the possibility of wetlands (indicators being flood hazard solid or alluvial soils, wetland vegetation, blue-line streams, etc.) Within its boundaries should be investigated by the U.S. Army Corps of Engineers, prior to any disturbance, to determine the existence of wetlands and any requirements thereof. For information contact Andrea Wade, Raleigh Field Office, U.S. Army Corps of Engineers, 919/876-8441, Ext. 31.

SOIL EROSION AND SEDIMENTATION CONTROL PLAN



PUBLIC WORKS AND UTILITIES
105 Upchurch Street
Apex, NC 27502

Contact: Mike Deaton
Phone: (919) 249-3413
Fax: (919) 367-2808

FINANCIAL RESPONSIBILITY/OWNERSHIP FORM SEDIMENTATION POLLUTION CONTROL ACT

No person may initiate any land-disturbing activity on twenty (20) thousand square feet or more before this form has been completed and filed with the Town of Apex Public Works Department (please type or print and, if question is not applicable, place N/A in the blank).

Part A

Name of Project:	
Location of Land-Disturbing Activity:	
Approximate Date Land-Disturbing Activity will Commence:	Acreage of Land to be Disturbed:
Land Owner(s) of Record (use blank page to list additional owners):	
Name:	Name:
Current Mailing Address:	Current Mailing Address:
City, State, Zip:	City, State, Zip:

Part B

SOIL EROSION AND SEDIMENTATION CONTROL PLAN

Person or firm financially responsible (developer) for this land disturbing activity. Financial responsibility includes, but may not be limited to: payment of civil fines and criminal penalties and any other costs associated with bringing the project into compliance with the Town of Apex Soil Erosion and Sedimentation Control Ordinance.

Name of Person or Firm: _____ **Telephone:** _____

Current Mailing Address: _____ **Street Address:** _____

City, State, Zip

City, State, Zip

Name: _____

Signature: _____

Current Mailing Address: _____

Street Address: _____

City, State, Zip

City, State, Zip

Telephone: _____

Telephone: _____

If the financially responsible party is a partnership or other person engaging in business under an assumed name, complete Page 4 of this form, or attach a copy of the Certificate of Assumed Name or Partnership as recorded in the Register of Deeds. If the financially responsible party is a corporation, complete the information on Page 5 of this form and submit a current copy of the Annual Report as filed with the Secretary of State.

The information contained in this form is true and correct to the best of my knowledge and belief and was provided by me while under oath. (This form must be signed by the financially responsible person if an individual or by an officer, director, partner, or registered agent with authority to execute instruments for a corporation or partnership if it is the financially responsible party). I agree to provide corrected information should there be any change in the information provided herein.

Type or Print Name: _____

Date: _____

Title or Authority: _____

Signature: _____

SOIL EROSION AND SEDIMENTATION CONTROL PLAN

<p>I, _____ a Notary Public of the County of _____, State of North Carolina hereby certify that _____ personally appeared before me this day and under oath acknowledged that the above form was executed by him/her. Witness my hand and notarial seal this _____ day of _____, _____.</p> <p>_____</p> <p>Notary</p> <p>_____</p> <p>My Commission Expires</p>	<p>SEAL</p>
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Financial responsibility encompasses personal liability by the person signing this disclosure form, if a partner in a partnership or if an officer or director of a corporation which is either: (a) dissolved lawfully under North Carolina statutes; (b) suspended from transacting business in North Carolina by the North Carolina Secretary of State; (c) insolvent; (d) in bankruptcy; (e) undercapitalized to the extent it is unable to comply with the Soil Erosion and Sedimentation Control Ordinance; or (f) a "shell" corporation.

Part C

Contractors and/or subcontractors (person(s) or firm(s) engaging in the land-disturbing activity):	
Name of Person or Firm:	Name of Person or Firm:
Current Mailing Address:	Current Mailing Address:
City, State, Zip	City, State, Zip
Telephone:	Telephone:
<p>The information contained in this form is true and correct to the best of my knowledge and belief was provided by me while under oath. (This form must be signed by the person or firm engaging in the land-disturbing activity of an individual or by an officer, director, general partner, attorney-in-fact, or other person with authority to execute instruments for the entity engaging in the land-disturbing activity if not an individual. I agree to provide corrected information should there be any change in the information provided herein.</p>	

SOIL EROSION AND SEDIMENTATION CONTROL PLAN

Type or Print Name: _____

Date: _____

Title or Authority: _____

Signature: _____

I, _____ a Notary Public of the
County of _____, State of North Carolina
hereby certify that _____
personally appeared before me this day and under oath
acknowledged that the above form was executed by him/her.
Witness my hand and notarial seal this _____ day of
_____, _____.

Notary

My Commission Expires

SEAL

SOIL EROSION AND SEDIMENTATION CONTROL PLAN

**CERTIFICATE OF ASSUMED NAME OR PARTNERSHIP
(SEDIMENTATION POLLUTION CONTROL ACT)**

The undersigned, proposing to engage in business in Wake County, North Carolina, under an assumed name or partnership name, do hereby certify that:

The name under which the business is to be conducted is *(insert assumed or partnership name):*

The names and residences and mailing addresses of all the owners of the business are *(Insert name and address of each owner):*

IN WITNESS WHEREOF, this certificate is signed by each of the owners of said business, this _____ day of _____, _____.

SOIL EROSION AND SEDIMENTATION CONTROL PLAN

<p>State of North Carolina County of Wake</p> <p>I, _____ a Notary Public, do hereby certify that on this ____ day of _____, _____, personally appeared before me _____</p> <p>_____</p> <p>_____ who are all the signers of the foregoing instrument, and each acknowledge the due execution thereof. IN WITNESS WHEREOF, I have hereunto set my hand and official seal this ____ day of _____, _____.</p> <p style="text-align: center;">_____ Notary</p> <p style="text-align: center;">_____ My Commission Expires</p>	<p>SEAL</p>
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Name of Corporation:	
Name of registered agent, street address, mailing address of registered office in Wake County:	
Name:	
Street Address:	Current Mailing Address:
City, State, Zip:	City, State, Zip:
Enter first, middle and last name of principal officers. Enter title and street address of principal officers.	
Name and Title:	Name and Title:
Street Address:	Street Address:
City, State, Zip:	City, State, Zip:
Name and Title:	Name and Title:
Street Address:	Street Address:
City, State, Zip:	City, State, Zip:

SOIL EROSION AND SEDIMENTATION CONTROL PLAN

Name

Street Address

Current Mailing Address

City State Zip

City State Zip

3. Enter first, middle and last name of principal officers. Enter title and street address of principal officers.

Name and Title

Name and Title

Address

Address

City State Zip

City State Zip

Name and Title

Name and Title

Address

Address

City State Zip

City State Zip

4. Enter first, middle and last name of directors. Enter street address. Attach second page if necessary.

Name and Title

Name and Title

Address

Address

City State Zip

City State Zip

Name and Title

Name and Title

Address

Address

City State Zip

City State Zip