

APPLICATION IDENTIFICATION		N.C. DEPARTMENT OF TRANSPORTATION STREET AND DRIVEWAY ACCESS PERMIT APPLICATION
Driveway Permit No.	Date of Application	
County: Currituck County		
Development Name: ECSU Hangar Facility		

**LOCATION OF PROPERTY:**

Route/Road: SR 1530/Airport Road

Exact Distance 1055       Miles      N   S   E   W  
 Feet     

From the Intersection of Route No. SR 1530 and Route No. SR 1529 Toward West

Property Will Be Used For:    Residential /Subdivision    Commercial    Educational Facilities    TND    Emergency Services    Other  
Property:                                     is                     is not                    within Currituck County                    Zoning Area.

**AGREEMENT**

- I, the undersigned property owner, request access and permission to construct driveway(s) or street(s) on public right-of-way at the above location.
- I agree to construct and maintain driveway(s) or street entrance(s) in absolute conformance with the current "Policy on Street and Driveway Access to North Carolina Highways" as adopted by the North Carolina Department of Transportation.
- I agree that no signs or objects will be placed on or over the public right-of-way other than those approved by NCDOT.
- I agree that the driveway(s) or street(s) will be constructed as shown on the attached plans.
- I agree that that driveway(s) or street(s) as used in this agreement include any approach tapers, storage lanes or speed change lanes as deemed necessary.
- I agree that if any future improvements to the roadway become necessary, the portion of driveway(s) or street(s) located on public right-of-way will be considered the property of the North Carolina Department of Transportation, and I will not be entitled to reimbursement or have any claim for present expenditures for driveway or street construction.
- I agree that this permit becomes void if construction of driveway(s) or street(s) is not completed within the time specified by the "Policy on Street and Driveway Access to North Carolina Highways".
- I agree to pay a \$50 construction inspection fee. Make checks payable to NCDOT. This fee will be reimbursed if application is denied.
- I agree to construct and maintain the driveway(s) or street(s) in a safe manner so as not to interfere with or endanger the public travel.
- I agree to provide during and following construction proper signs, signal lights, flaggers and other warning devices for the protection of traffic in conformance with the current "Manual on Uniform Traffic Control Devices for Streets and Highways" and Amendments or Supplements thereto. Information as to the above rules and regulations may be obtained from the District Engineer.
- I agree to indemnify and save harmless the North Carolina Department of Transportation from all damages and claims for damage that may arise by reason of this construction.
- I agree that the North Carolina Department of Transportation will assume no responsibility for any damages that may be caused to such facilities, within the highway right-of-way limits, in carrying out its construction.
- I agree to provide a Performance and Indemnity Bond in the amount specified by the Division of Highways for any construction proposed on the State Highway system.
- The granting of this permit is subject to the regulatory powers of the NC Department of Transportation as provided by law and as set forth in the N.C. Policy on Driveways and shall not be construed as a contract access point.
- I agree that the entire cost of constructing and maintaining an approved private street or driveway access connection and conditions of this permit will be borne by the property owner, the applicant, and their grantees, successors, and assignees.
- **I AGREE TO NOTIFY THE DISTRICT ENGINEER WHEN THE PROPOSED WORK BEGINS AND WHEN IT IS COMPLETED.**



### FINANCIAL RESPONSIBILITY/OWNERSHIP FORM SEDIMENTATION POLLUTION CONTROL ACT

No person may initiate any land-disturbing activity on one or more acres as covered by the Act, including any activity under a common plan of development of this size as covered by the NCG01 permit, before this form and an acceptable erosion and sedimentation control plan have been completed and approved by the Land Quality Section, N.C. Department of Environmental Quality. Submit the completed form to the appropriate Regional Office. (Please type or print and, if the question is not applicable or the e-mail address or phone number is unavailable, place N/A in the blank.)

**Part A.**

1. Project Name ECSU Hangar Facility at Currituck County Regional Airport

*\*If this project involves American Rescue Plan Act (ARPA) funds, list the Project Name below under which you applied for funding through the Division of Water Infrastructure (DWI).*

2. Location of land-disturbing activity: County Currituck City or Township Barco  
Highway/Street Airport Road Latitude (decimal degrees) 36.397634 Longitude (decimal degrees) -76.008740

3. Approximate date land-disturbing activity will commence: January 2025

4. Purpose of development (residential, commercial, industrial, institutional, etc.): Institutional

5. Total acreage disturbed or uncovered (including off-site borrow and waste areas): 8.51

6. Amount of fee enclosed: \$ 900.00. The application fee of \$100.00 per acre (rounded up to the next acre) is assessed without a ceiling amount (Example: 8.10-acre application fee is \$900). Checks should be addressed to NCDEQ.

7. Has an erosion and sediment control plan been filed? Yes  Enclosed  No

8. Person to contact should erosion and sediment control issues arise during land-disturbing activity:

Name Ryan Strickland E-mail Address restrickland@ecsu.edu

Phone: Office # (252) 567-8608 Mobile # \_\_\_\_\_

9. Landowner(s) of Record (attach accompanied page to list additional owners):

Bd. of Trust. Endowment Fund of Eliz (252) 567-8608

Name \_\_\_\_\_ Phone: Office # \_\_\_\_\_ Mobile # \_\_\_\_\_

1704 Weeksville Higway \_\_\_\_\_

Current Mailing Address \_\_\_\_\_ Current Street Address \_\_\_\_\_

Elizabeth City, NC 27929 \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

10. Deed Book No. 1774 Page No. 696 Provide a copy of the most current deed.



(c) If the Financially Responsible Party is engaging in business under an assumed name, give name under which the company is Doing Business As. If the Financially Responsible Party is an individual, General Partnership, or other company not registered and doing business under an assumed name, **attach a copy of the Certificate of Assumed Name.**

\_\_\_\_\_  
Company DBA Name

The above information is true and correct to the best of my knowledge and belief and was provided by me under oath. (This form must be signed by the Financially Responsible Person if an individual(s) or his attorney-in-fact, or if not an individual, by an officer, director, partner, or registered agent with the authority to execute instruments for the Financially Responsible Party). I agree to provide corrected information should there be any change in the information provided herein.

Ryan Strickland	Asst. V. Chancellor of Design & Construction
_____	_____
Type or print name	Title or Authority

_____	_____
Signature	Date

I, \_\_\_\_\_, a Notary Public of the County of \_\_\_\_\_

State of North Carolina, hereby certify that \_\_\_\_\_ appeared personally before me this day and being duly sworn acknowledged that the above form was executed by him/her.

Witness my hand and notarial seal, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

Seal

\_\_\_\_\_  
Notary

My commission expires \_\_\_\_\_

DEPARTMENT OF TRANSPORTATION

RIGHT OF WAY ENCROACHMENT AGREEMENT  
PRIMARY AND SECONDARY HIGHWAYS

-AND-

Elizabeth City State University  
1704 Weeksville Highway  
Elizabeth City, NC 27909

THIS AGREEMENT, made and entered into this the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_ by and between the Department of Transportation, party of the first part; and Elizabeth City State University party of the second part,

WITNESSETH

THAT WHEREAS, the party of the second part desires to encroach on the right of way of the public road designated as Route(s) SR 1530 (Airport Road), located approximately 900 feet west of the intersection SR 1530 and SR 1529 (Aviation Parkway)

with the construction and/or erection of: connection to existing force main by horizontal directional drilling.

WHEREAS, it is to the material advantage of the party of the second part to effect this encroachment, and the party of the first part in the exercise of authority conferred upon it by statute, is willing to permit the encroachment within the limits of the right of way as indicated, subject to the conditions of this agreement;

NOW, THEREFORE, IT IS AGREED that the party of the first part hereby grants to the party of the second part the right and privilege to make this encroachment as shown on attached plan sheet(s), specifications and special provisions which are made a part hereof upon the following conditions, to wit:

That the installation, operation, and maintenance of the above described facility will be accomplished in accordance with the party of the first part's latest UTILITIES ACCOMMODATIONS MANUAL, and such revisions and amendments thereto as may be in effect at the date of this agreement. Information as to these policies and procedures may be obtained from the Division Engineer or State Utilities Manager of the party of the first part.

That the said party of the second part binds and obligates himself to install and maintain the encroaching facility in such safe and proper condition that it will not interfere with or endanger travel upon said highway, nor obstruct nor interfere with the proper maintenance thereof, to reimburse the party of the first part for the cost incurred for any repairs or maintenance to its roadways and structures necessary due to the installation and existence of the facilities of the party of the second part, and if at any time the party of the first part shall require the removal of or changes in the location of the said facilities, that the said party of the second part binds himself, his successors and assigns, to promptly remove or alter the said facilities, in order to conform to the said requirement, without any cost to the party of the first part.

That the party of the second part agrees to provide during construction and any subsequent maintenance proper signs, signal lights, flagmen and other warning devices for the protection of traffic in conformance with the latest Manual on Uniform Traffic Control Devices for Streets and Highways and Amendments or Supplements thereto. Information as to the above rules and regulations may be obtained from the Division Engineer of the party of the first part.

That the party of the second part hereby agrees to indemnify and save harmless the party of the first part from all damages and claims for damage that may arise by reason of the installation and maintenance of this encroachment.

That the party of the second part agrees to restore all areas disturbed during installation and maintenance to the satisfaction of the Division Engineer of the party of the first part. The party of the second part agrees to exercise every reasonable precaution during construction and maintenance to prevent eroding of soil; silting or pollution of rivers, streams, lakes, reservoirs, other water impoundments, ground surfaces or other property; or pollution of the air. There shall be compliance with applicable rules and regulations of the North Carolina Division of Environmental Management, North Carolina Sedimentation Control Commission, and with ordinances and regulations of various counties, municipalities and other official agencies relating to pollution prevention and control. When any installation or maintenance operation disturbs the ground surface and existing ground cover, the party of the second part agrees to remove and replace the sod or otherwise reestablish the grass cover to meet the satisfaction of the Division Engineer of the party of the first part.

That the party of the second part agrees to assume the actual cost of any inspection of the work considered to be necessary by the Division Engineer of the party of the first part.

That the party of the second part agrees to have available at the construction site, at all times during construction, a copy of this agreement showing evidence of approval by the party of the first part. The party of the first part reserves the right to stop all work unless evidence of approval can be shown.

Provided the work contained in this agreement is being performed on a completed highway open to traffic; the party of the second part agrees to give written notice to the Division Engineer of the party of the first part when all work contained herein has been completed. Unless specifically requested by the party of the first part, written notice of completion of work on highway projects under construction will not be required.

That in the case of noncompliance with the terms of this agreement by the party of the second part, the party of the first part reserves the right to stop all work until the facility has been brought into compliance or removed from the right of way at no cost to the party of the first part.

That it is agreed by both parties that this agreement shall become void if actual construction of the work contemplated herein is not begun within one (1) year from the date of authorization by the party of the first part unless written waiver is secured by the party of the second part from the party of the first part.

During the performance of this contract, the second party, for itself, its assignees and successors in interest (hereinafter referred to as the "contractor"), agrees as follows:

- a. Compliance with Regulations: The contractor shall comply with the Regulations relative to nondiscrimination in Federally-assisted programs of the U. S. Department of Transportation, Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this contract.
- b. Nondiscrimination: The contractor, with regard to the work performed by it during the contract, shall not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials

and leases of equipment. The contractor shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.

- c. Solicitations for Subcontracts, including Procurements of Materials and Equipment: In all solicitations either by competitive bidding or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials or leases of equipment, each potential subcontractor or supplier shall be notified by the contractor of the contractor's obligations under this contract and the Regulations relative to nondiscrimination on the grounds of race, color, or national origin.
- d. Information and Reports: The contractor shall provide all information and reports required by the Regulations, or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Department of Transportation or the Federal Highway Administration to be pertinent to ascertain compliance with such Regulations or directives. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish this information, the contractor shall so certify to the Department of Transportation, or the Federal Highway Administration as appropriate, and shall set forth what efforts it has made to obtain the information.
- e. Sanctions for Noncompliance: In the event of the contractor's noncompliance with the nondiscrimination provisions of this contract, the Department of Transportation shall impose such contract sanctions as it or the Federal Highway Administration may determine to be appropriate, including, but not limited to,
  - (1) withholding of payments to the contractor under the contract until the contractor complies, and/or
  - (2) cancellation, termination or suspension of the contract, in whole or in part.
- f. Incorporation of Provisions: The contractor shall include the provisions of paragraphs "a" through "f" in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. The contractor shall take such action with respect to any subcontract or procurement as the Department of Transportation or the Federal Highway Administration may direct as a means of enforcing such provisions including sanctions for noncompliance: Provided, however, that, in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the contractor may request the Department of Transportation to enter into such litigation to protect the interests of the State, and, in addition, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

R/W (161) : Party of the Second Part certifies that this agreement is true and accurate copy of the form R/W (161) incorporating all revisions to date.

IN WITNESS WHEREOF, each of the parties to this agreement has caused the same to be executed the day and year first above written.

DEPARTMENT OF TRANSPORTATION

BY: \_\_\_\_\_  
DIVISION ENGINEER

Elizabeth City State University

\_\_\_\_\_  
Ryan Strickland, Asst. Vice Chancellor of Design and Construction

Second Party

ATTEST OR WITNESS:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

INSTRUCTIONS

When the applicant is a corporation or a municipality, this agreement must have the corporate seal and be attested by the corporation secretary or by the empowered city official, unless a waiver of corporate seal and attestation by the secretary or by the empowered City official is on file in the Raleigh office of the State Utilities Manager. In the space provided in this agreement for execution, the name of the corporation or municipality shall be typed above the name, and title of all persons signing the agreement should be typed directly below their signature.

When the applicant is not a corporation, then his signature must be witnessed by one person. The address should be included in this agreement and the names of all persons signing the agreement should be typed directly below their signature.

This agreement must be accompanied, in the form of an attachment, by plans or drawings showing the following applicable information:

1. All roadways and ramps.
2. Right of way lines and where applicable, the control of access lines.
3. Location of the existing and/or proposed encroachment.
4. Length, size and type of encroachment.
5. Method of installation.
6. Dimensions showing the distance from the encroachment to edge of pavement, shoulders, etc.
7. Location by highway survey station number. If station number cannot be obtained, location should be shown by distance from some identifiable point, such as a bridge, road, intersection, etc. (To assist in preparation of the encroachment plan, the Department's roadway plans may be seen at the various Highway Division Offices, or at the Raleigh office.)
8. Drainage structures or bridges if affected by encroachment (show vertical and horizontal dimensions from encroachment to nearest part of structure).
9. Method of attachment to drainage structures or bridges.
10. Manhole design.
11. On underground utilities, the depth of bury under all traveled lanes, shoulders, ditches, sidewalks, etc.
12. Length, size and type of encasement where required.
13. On underground crossings, notation as to method of crossing - boring and jacking, open cut, etc.
14. Location of vents.

GENERAL REQUIREMENTS

1. Any attachment to a bridge or other drainage structure must be approved by the State Utilities Manager in Raleigh prior to submission of encroachment agreement to the Division Engineer.
2. All crossings should be as near as possible normal to the centerline of the highway.
3. Minimum vertical clearances of overhead wires and cables above all roadways must conform to clearances set out in the National Electric Safety Code.
4. Encasements shall extend from ditch line to ditch line in cut sections and 5' beyond toe of slopes in fill sections.
5. All vents should be extended to the right of way line or as otherwise required by the Department.
6. All pipe encasements as to material and strength shall meet the standards and specifications of the Department.
7. Any special provisions or specifications as to the performance of the work or the method of construction that may be required by the Department must be shown on a separate sheet attached to encroachment agreement provided that such information cannot be shown on plans or drawings.
8. The Department's Division Engineer should be given notice by the applicant prior to actual starting of installation included in this agreement.

**FAST TRACK SEWER SYSTEM EXTENSION APPLICATION  
INSTRUCTIONS FOR FORM: FTA 10-23 & SUPPORTING DOCUMENTATION**

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This application is for sewer extensions involving gravity sewers, pump stations and force mains, or any combination that has been certified by a professional engineer and the applicant that the project meets the requirements of [15A NCAC 02T](#) and the Division's Minimum Design Criteria ([Gravity Sewer](#) & [Pump Stations/Force Mains](#)) and that **plans, specifications and supporting documents have been prepared in accordance with [15A NCAC 02T](#), [15A NCAC 02T .0300](#), Division policies, and [good engineering practices](#).**

While no upfront engineering design documents are required for submittal, in accordance with 15A NCAC 02T .0305(b), design documents must be prepared prior to submittal of a fast track permit application to the Division. This would include plans, design calculations, and project specifications referenced in [15A NCAC 02T .0305](#) and the applicable minimum design criteria. **These documents shall be immediately available upon request by the Division.**

Projects that are deemed permitted (do not require a permit from the Division) are explained in [15A NCAC 02T.0303](#).

Projects not eligible for review via the fast track process (must be submitted for full technical review):

- Projects that do not meet any part of the minimum design criteria (MDC) documents;
  - Projects that involve more than one variance from the requirements of 15A NCAC 02T;
  - Pressure sewer systems utilizing simplex septic tank-effluent pumps (STEPs) or simplex grinder pumps;
  - Simplex STEP or simplex grinder pumps connecting to pressurized systems (e.g. force mains);
  - Vacuum sewer systems.
- 

**General** – When submitting an application, please use the following instructions as a checklist in order to ensure all required items are submitted. Adherence to these instructions and checking the provided boxes will help produce a quicker review time and reduce the amount of requested additional information. **Failure to submit all required items will necessitate additional processing and review time, and may result in return of the application.** Unless otherwise noted, the Applicant shall submit one original and one copy of the application and supporting documentation.

**A. One Original and One Copy (second copy may be digital) of Application and Supporting Documents**

- Required unless otherwise noted. Signatures on original must be “wet ink” or secure digital signatures. Please do not submit engineering design plans with the application unless specifically requested.

**B. Cover Letter/Narrative Description (Required for All Application Packages):**

- List all items included in the application package, as well as a brief description of the requested permitting action.
  - Be specific as to the system type, number of homes served, flow allocation required, etc.
  - Include the permit number/status of any other required sewer permits (downstream/upstream)
  - If necessary for clarity, include attachments to the application form.
  - If the project is funded by American Rescue Plan Act (ARPA) funds, please include the ARPA project number in the cover letter and in parentheses under Project Name (Section II.1. of the application).

**C. Application Fee (All New and Modification Application Packages):**

- Submit a check or money order in the amount of **\$600.00**, dated no more than 90 days prior to application submittal.
  - Payable to North Carolina Department of Environmental Quality (NCDEQ)

**D. Fast Track Application (Required for All Application Packages, Form FTA 10-23):**

- Submit the completed and appropriately executed application.
  - If necessary for clarity or due to space restrictions, attachments to the application may be made.
- If the Applicant Type in Item I.2 is a corporation or company, provide documentation it is registered for business with the [North Carolina Secretary of State](#).
- If the Applicant Type in Item I.2 is a partnership or d/b/a, enclose a copy of the certificate filed with the Register of Deeds in the county of business.
- The Project Name in Item II.1 shall be consistent with the project name on the flow acceptance letters, agreements, etc.
- The Professional Engineer's Certification on Page 5 of the application shall be signed, sealed and dated by a [North Carolina licensed Professional Engineer](#).

- The Applicant's Certification on Page 5 of the application shall be signed in accordance with [15A NCAC 02T .0106\(b\)](#). Per 15A NCAC 02T .0106(c), an alternate person may be designated as the signing official if a delegation letter is provided from a person who meets the criteria in 15A NCAC 02T .0106(b).

**E. Flow Tracking/Acceptance Form (Form: FTSE 10-23) (If Applicable):**

- Submit the completed and executed FTSE form from the owners of the downstream sewers and treatment facility.
- Multiple forms may be required where the downstream sewer owner and wastewater treatment facility are different.
- The flow acceptance indicated in form FTSE must not expire prior to permit issuance and must be dated less than one year prior to the application date.
- Submittal of this application and form FTSE indicates that owner has adequate capacity and will not violate [G.S. 143-215.67\(a\)](#).
- Intergovernmental agreements or other contracts will not be accepted in lieu of a project-specific FTSE.

**F. Site Maps (All Application Packages):**

- Submit an 8.5-inch x 11-inch color copy of a USGS Topographic Map of sufficient scale to identify the entire project area, including the closest surface waters.
- General location of the project components (gravity sewer, pump stations, & force main)
- Downstream connection points and permit number (if known) for the receiving sewer
- Include an aerial location map showing general project area (such as street names or latitude/longitude) so that Division staff can easily locate it in the field.

**G. Existing Permit (Application Packages for Modifications to an Existing Permit):**

- Submit a copy of the most recently issued existing permit.
- Include a descriptive and clear narrative identifying the previously permitted items to remain in the permit, items to be added, and/or items to be modified** (the application form itself should include only include items to be added/modified). The narrative should also include whether any previously permitted items have been certified.
- The narrative should clearly identify the requested permitting action and accurately describe the sewers to be listed in the final permit.**

**H. Power Reliability Plan (Required if portable reliability option utilized for Pump Station):**

- Per [15A NCAC 02T .0305\(h\)\(1\)](#), submit documentation of power reliability for pumping stations.
- This alternative is only available for average daily flows less than 15,000 gallons per day
- It shall be demonstrated to the Division that the portable source is owned or contracted by the applicant and is compatible with the station. The Division will accept a letter signed by the applicant (see 15A NCAC 02T .0106(b)) or proposed contractor, stating that "the portable power generation unit or portable, independently-powered pumping units, associated appurtenances and personnel are available for distribution and operation of this pump station."
- **If the portable power source or pump is dedicated to multiple pump stations, an evaluation of all the pump stations' storage capacities and the rotation schedule of the portable power source or pump, including travel timeframes, shall be provided in the case of a multiple station power outage. (Required at time of certification)**

**I. Certificate of Public Convenience and Necessity (All Application Packages for Privately-Owned Public Utilities):**

- Per [15A NCAC 02T .0115\(a\)\(1\)](#) provide the Certificate of Public Convenience and Necessity from the [North Carolina Utilities Commission](#) demonstrating the Applicant is authorized to hold the utility franchise for the area to be served by the sewer extension, or
- Provide a letter from the [North Carolina Utilities Commission's Water and Sewer Division Public Staff](#) stating an application for a franchise has been received and that the service area is contiguous to an existing franchised area or that franchise approval is expected.

**J. Operational Agreements (Applications from HOA/POA and Developers for lots to be sold):**

- Home/Property Owners' Associations
  - Per [15A NCAC 02T .0115\(c\)](#), submit the properly executed [Operational Agreement \(FORM: HOA\)](#).
  - Per 15A NCAC 02T .0115(c), submit a copy of the Articles of Incorporation, Declarations and By-laws.
- Developers of lots to be sold
  - Per [15A NCAC 02T .0115\(b\)](#), submit the properly executed [Operational Agreement \(FORM: DEV\)](#).

*For more information, visit the Division's collection systems [website](#)*

**THE COMPLETED APPLICATION PACKAGE INCLUDING ALL SUPPORTING INFORMATION AND MATERIALS, SHOULD BE SENT TO THE [APPROPRIATE REGIONAL OFFICE](#):**

<b>REGIONAL OFFICE</b>	<b>ADDRESS</b>	<b>COUNTIES SERVED</b>
<a href="#">Asheville Regional Office Water Quality Section</a>	2090 US Highway 70 Swannanoa, North Carolina 28778-8211 (828) 296-4500 (828) 299-7043 Fax	Avery, Buncombe, Burke, Caldwell, Cherokee, Clay, Graham, Haywood, Henderson, Jackson, Macon, Madison, McDowell, Mitchell, Polk, Rutherford, Swain, Transylvania, Yancey
<a href="#">Fayetteville Regional Office Water Quality Section</a>	225 Green Street Suite 714 Fayetteville, North Carolina 28301-5095 (910) 433-3300 (910) 486-0707 Fax	Anson, Bladen, Cumberland, Harnett, Hoke, Montgomery, Moore, Robeson, Richmond, Sampson, Scotland
<a href="#">Mooresville Regional Office Water Quality Section</a>	610 E. Center Avenue Mooresville, North Carolina 28115 (704) 663-1699 (704) 663-6040 Fax	Alexander, Cabarrus, Catawba, Cleveland, Gaston, Iredell, Lincoln, Mecklenburg, Rowan, Stanly, Union
<a href="#">Raleigh Regional Office Water Quality Section</a>	3800 Barrett Drive Raleigh, North Carolina 27609 (919) 791-4200 (919) 571-4718 Fax	Chatham, Durham, Edgecombe, Franklin, Granville, Halifax, Johnston, Lee, Nash, Northampton, Orange, Person, Vance, Wake, Warren, Wilson
<a href="#">Washington Regional Office Water Quality Section</a>	943 Washington Square Mall Washington, North Carolina 27889 (252) 946-6481 (252) 975-3716 Fax	Beaufort, Bertie, Camden, Chowan, Craven, Currituck, Dare, Gates, Greene, Hertford, Hyde, Jones, Lenoir, Martin, Pamlico, Pasquotank, Perquimans, Pitt, Tyrrell, Washington, Wayne
<a href="#">Wilmington Regional Office Water Quality Section</a>	127 Cardinal Drive Extension Wilmington, North Carolina 28405 (910) 796-7215 (910) 350-2004 Fax	Brunswick, Carteret, Columbus, Duplin, New Hanover, Onslow, Pender
<a href="#">Winston-Salem Regional Office Water Quality Section</a>	450 W. Hanes Mill Road Suite 300 Winston-Salem, North Carolina 27105 (336) 776-9800 (336) 776-9797 Fax	Alamance, Alleghany, Ashe, Caswell, Davidson, Davie, Forsyth, Guilford, Rockingham, Randolph, Stokes, Surry, Watauga, Wilkes, Yadkin



FAST TRACK SEWER SYSTEM EXTENSION APPLICATION
FTA 10-23 & SUPPORTING DOCUMENTATION

Application Number: \_\_\_\_\_ (to be completed by DWR)

All items must be completed or the application will be returned

I. APPLICANT INFORMATION:

- 1. Applicant's name: Elizabeth City State University (company, municipality, HOA, utility, etc.)
2. Applicant type: [ ] Individual [ ] Corporation [ ] General Partnership [ ] Privately-Owned Public Utility
[ ] Federal [x] State/County [ ] Municipal [ ] Other
3. Signature authority's name: Ryan Strickland per 15A NCAC 02T .0106(b)
Title: Assistant Vice Chancellor of Design and Construction
4. Applicant's mailing address: 1704 Weeksville Highway
City: Elizabeth City State: NC Zip: 27909-\_\_\_\_
5. Applicant's contact information:
Phone number: (252) 567-8608 Email Address: restrickland@ecsu.edu

II. PROJECT INFORMATION:

- 1. Project name: ECSU Hangar Facility
2. Application/Project status: [x] Proposed (New Permit) [ ] Existing Permit/Project [ ] ARPA funded
If a modification, provide the existing permit number: WQ00\_\_\_\_\_ and issued date: \_\_\_\_\_,
For modifications, also attach a detailed narrative description as described in Item G of the checklist.
If new construction, but part of a master plan, provide the existing permit number: WQ00\_\_\_\_\_
3. County where project is located: Currituck
4. Approximate Coordinates (Decimal Degrees): Latitude: 36.397634° Longitude: -76.008740°
5. Parcel ID (if applicable): 060B00000100000 & 060B00000110000 (or Parcel ID to closest downstream sewer)

III. CONSULTANT INFORMATION:

- 1. Professional Engineer: Kimberly D. Hamby License Number: 42614
Firm: Timmons Group
Mailing address: 1805 West City Drive, Unit E
City: Elizabeth City State: NC Zip: 27909-\_\_\_\_
Phone number: (252) 621-5029 Email Address: kim.hamby@timmons.com

IV. WASTEWATER TREATMENT FACILITY (WWTF) INFORMATION:

- 1. Facility Name: \_\_\_\_\_ Permit Number: \_\_\_\_\_
Owner Name: \_\_\_\_\_

V. RECEIVING DOWNSTREAM SEWER INFORMATION:

- 1. Permit Number(s): WQ\_\_\_\_\_
2. Downstream (Receiving) Sewer Information: \_\_\_\_\_ inch [ ] Gravity [ ] Force Main
3. System Wide Collection System Permit Number(s) (if applicable): WQCS\_\_\_\_\_
Owner Name(s): \_\_\_\_\_

**VI. GENERAL REQUIREMENTS**

1. If the Applicant is a Privately-Owned Public Utility, has a Certificate of Public Convenience and Necessity been attached?  
 Yes  No  N/A
2. If the Applicant is a Developer of lots to be sold, has a [Developer's Operational Agreement \(FORM: DEV\)](#) been attached?  
 Yes  No  N/A
3. If the Applicant is a Home/Property Owners' Association, has an [HOA/POA Operational Agreement \(FORM: HOA\)](#) and supplementary documentation as required by 15A NCAC 02T.0115(c) been attached?  
 Yes  No  N/A
4. Origin of wastewater: (check all that apply):
 

<input type="checkbox"/> Residential (Individually Owned)	<input type="checkbox"/> Retail (stores, centers, malls)	<input type="checkbox"/> Car Wash
<input type="checkbox"/> Residential (Leased)	<input type="checkbox"/> Retail with food preparation/service	<input type="checkbox"/> Hotel and/or Motels
<input type="checkbox"/> School / preschool / day care	<input type="checkbox"/> Medical / dental / veterinary facilities	<input type="checkbox"/> Swimming Pool/Clubhouse
<input type="checkbox"/> Food and drink facilities	<input type="checkbox"/> Church	<input type="checkbox"/> Swimming Pool/Filter Backwash
<input type="checkbox"/> Businesses / offices / factories	<input type="checkbox"/> Nursing Home	<input checked="" type="checkbox"/> Other (Explain in Attachment)
5. Nature of wastewater : 100 % Domestic \_\_\_\_\_ % Commercial \_\_\_\_\_ % Industrial ([See 15A NCAC 02T .0103\(20\)](#))  
 If Industrial, is there a Pretreatment Program in effect?  Yes  No
6. Has a flow reduction been approved under [15A NCAC 02T .0114\(f\)](#)?  Yes  No  
 ➤ **If yes, provide a copy of flow reduction approval letter with this application**
7. Summarize wastewater generated by project:

Establishment Type (see 02T.0114(f))	Daily Design Flow <sup>a,b</sup>	No. of Units	Flow
Office/Trade School	25 gal/person	60	1500 GPD
	gal/		GPD
	gal/		GPD
	gal/		GPD
	gal/		GPD
	gal/		GPD
		<i>Total</i>	1500 GPD

- a See [15A NCAC 02T .0114\(b\), \(d\), \(e\)\(1\) and \(e\)\(2\)](#) for caveats to wastewater design flow rates (i.e. proposed unknown non-residential development uses; public access facilities located near high public use areas; and residential property located south or east of the Atlantic Intracoastal Waterway to be used as vacation rentals as defined in [G.S. 42A-4](#)).
  - b Per 15A NCAC 02T .0114(c), design flow rates for establishments not identified [in table [15A NCAC 02T.0114](#)] shall be determined using available flow data, water using fixtures, occupancy or operation patterns, and other measured data.
8. Wastewater generated by project: 1500 GPD (per [15A NCAC 02T .0114 and G.S. 143-215.1](#))  
 ➤ Do not include future flows or previously permitted allocations

**If permitted flow is zero, please indicate why:**

- Pump Station/Force Main or Gravity Sewer where flow will be permitted in subsequent permits that connect to this line. Please provide supplementary information indicating the approximate timeframe for permitting upstream sewers with flow.
- Flow has already been allocated in Permit Number: \_\_\_\_\_ Issuance Date: \_\_\_\_\_
- Rehabilitation or replacement of existing sewers with no new flow expected
- Other (Explain): \_\_\_\_\_

**VII. GRAVITY SEWER DESIGN CRITERIA (If Applicable) - [02T .0305](#) & [MDC \(Gravity Sewers\)](#):**

1. Summarize gravity sewer to be permitted:

Size (inches)	Length (feet)	Material

- Section II & III of the MDC for Permitting of Gravity Sewers contains information related to design criteria
- Section III contains information related to minimum slopes for gravity sewer(s)
- **Oversizing lines to meet minimum slope requirements is not allowed and a violation of the MDC**

**VIII. PUMP STATION DESIGN CRITERIA (If Applicable) – [02T .0305](#) & [MDC \(Pump Stations/Force Mains\)](#):**

PROVIDE A SEPARATE COPY OF THIS PAGE FOR EACH PUMP STATION INCLUDED IN THIS PROJECT

1. Pump station number or name: ECSU Hangar
2. Approximate Coordinates (Decimal Degrees): Latitude:   ° Longitude: -   °
3. Total number of pumps at the pump station: 2
3. Design flow of the pump station: .0015 millions gallons per day (firm capacity)
  - This should reflect the total GPM for the pump station with the largest pump out of service.
4. Operational point(s) per pump(s): 33 gallons per minute (GPM) at 20 feet total dynamic head (TDH)
5. Summarize the force main to be permitted (for this Pump Station):

Size (inches)	Length (feet)	Material
2"	300	HDPE

If any portion of the force main is less than 4-inches in diameter, please identify the method of solids reduction per MDCPSFM Section 2.01C.1.b.  Grinder Pump  Mechanical Bar Screen  Other (please specify) \_\_\_\_\_

6. Power reliability in accordance with [15A NCAC 02T .0305\(h\)\(1\)](#):

Standby power source or  Standby pump

- Must have automatic activation and telemetry - [15A NCAC 02T.0305\(h\)\(1\)\(B\)](#);
- Required for all pump stations with an average daily flow greater than or equal to 15,000 gallons per day
- **Must be permanent to facility** and may not be portable

Or if the pump station has an average daily flow less than 15,000 gallons per day [15A NCAC02T.0305\(h\)\(1\)\(C\)](#):

Portable power source with manual activation, quick-connection receptacle and telemetry -

or

Portable pumping unit with plugged emergency pump connection and telemetry:

- Include documentation that the portable source is owned or contracted by the applicant and is compatible with the station.
- If the portable power source or pump is dedicated to multiple pump stations, an evaluation of all the pump stations' storage capacities and the rotation schedule of the portable power source or pump, including travel timeframes, shall be provided as part of this permit application in the case of a multiple station power outage.

**IX. SETBACKS & SEPARATIONS – (02B .0200 & 15A NCAC 02T .0305(f)):**

1. Does the project comply with all separations/alternatives found in [15A NCAC 02T .0305\(f\) & \(g\)](#)?  Yes  No

15A NCAC 02T.0305(f) contains minimum separations that shall be provided for sewer systems:

Setback Parameter*	Separation Required
Storm sewers and other utilities not listed below (vertical)	18 inches
<sup>2</sup> Water mains (vertical - water over sewer preferred, including in benched trenches)	18 inches
<sup>2</sup> Water mains (horizontal)	10 feet
Reclaimed water lines (vertical - reclaimed over sewer)	18 inches
Reclaimed water lines (horizontal - reclaimed over sewer)	2 feet
**Any private or public water supply source, including any wells, WS-I waters of Class I or Class II impounded reservoirs used as a source of drinking water, and associated wetlands.	100 feet
**Waters classified WS (except WS-I or WS-V), B, SA, ORW, HQW, or SB from normal high water (or tide elevation) and wetlands associated with these waters (see item IX.2)	50 feet
**Any other stream, lake, impoundment, or ground water lowering and surface drainage ditches, as well as wetlands associated with these waters or classified as WL.	10 feet
Any building foundation (horizontal)	5 feet
Any basement (horizontal)	10 feet
Top slope of embankment or cuts of 2 feet or more vertical height	10 feet
Drainage systems and interceptor drains	5 feet
Any swimming pools	10 feet
Final earth grade (vertical)	36 inches

- If noncompliance with [02T.0305\(f\) or \(g\)](#), see Section X.1 of this application
- \*[15A NCAC 02T.0305\(g\)](#) contains alternatives where separations in [02T.0305\(f\)](#) cannot be achieved. Please check “yes” above if these alternatives are used and provide narrative information to explain.
- \*\*Stream classifications can be identified using the Division’s [NC Surface Water Classifications webpage](#)

2. Does this project comply with the minimum separation requirements for water mains?  Yes  No  N/A
- If no, please refer to 15A NCAC 18C.0906(f) for documentation requirements and submit a separate document, signed/sealed by an NC licensed PE, verifying the criteria outlined in that Rule.
3. Does the project comply with separation requirements for wetlands?  Yes  No  N/A
- Please provide supplementary information identifying the areas of non-conformance.
  - See the Division’s [draft separation requirements](#) for situations where separation cannot be met.
  - No variance is required if the alternative design criteria specified is utilized in design and construction.
4. Is the project located in a river basin subject to any State buffer rules?  Yes Basin name: \_\_\_\_\_  No
- If yes, does the project comply with setbacks found in the river basin rules per [15A NCAC 02B .0200](#)?  Yes  No
- This includes Trout Buffered Streams per [15A NCAC 2B.0202](#)
5. Does the project require coverage/authorization under a 404 Nationwide/individual permits or 401 Water Quality Certifications?  Yes  No
- Please provide the permit number/permitting status in the cover letter if coverage/authorization is required.
6. Does project comply with [15A NCAC 02T.0105\(c\)\(6\)](#) (additional permits/certifications)?  Yes  No
- Per [15A NCAC 02T.0105\(c\)\(6\)](#), directly related environmental permits or certification applications must be being prepared, have been applied for, or have been obtained. Issuance of this permit is contingent on issuance of dependent permits (erosion and sedimentation control plans, stormwater management plans, etc.).
7. Does this project include any sewer collection lines that are deemed “high-priority?”  Yes  No
- Per [15A NCAC 02T.0402](#), “high-priority sewer” means any aerial sewer, sewer contacting surface waters, siphon, or sewers positioned parallel to streambanks that are subject to erosion that undermines or deteriorates the sewer.
- Siphons and sewers suspended through interference/conflict boxes require a variance approval.**
- If yes, include an attachment with details for each line, including type (aerial line, size, material, and location).

**High priority lines shall be inspected by the permittee or its representative at least once every six-months and inspections documented per 15A NCAC 02T.0403(a)(5) or the permittee’s individual System-Wide Collection permit.**





## Currituck County Mainland Wastewater Capacity Availability Form Maple Commerce Park

### County Contact Information

Will Rumsey, Utilities Manager  
444 Maple Road  
Maple, NC 27956

Phone: 252.232.2769  
Fax: 252.453.3721

Website: <https://co.currituck.nc.us/departments/water/>

### Request

This request is for:

- Single Family Residence
- Residential Development
- Non-residential

### Owner Information

Name(s): Currituck County

Mailing Address: PO Box 9, Currituck, NC 27929

E-Mail Address: Rebecca.Gay@currituckcountync.gov

Phone Number: 252.232.2075

### Applicant Information (if different from Owner)

Name(s): Elizabeth City State University

Mailing Address: 1704 Weeksville Highway, Elizabeth City, NC 27909

E-Mail Address: restrickland@ecsu.edu

Phone Number: 252.567.8608

Parcel Information

PIN(s): 060B00000100000 & 060B00000110000

Street Address: Airport Road (Lots 10 and 11 of Maple Commerce Park)

Project Information

Name of Project: ECSU Hangar Facility

Number of Units: 1 Projected Daily Project Demand (gpd): 1500

Anticipated Wastewater Access Date: January 2025

Applicant's Signature

I declare, that to the best of my knowledge, the information provided herein is true, correct, and complete.

  
Property Owner/Applicant Signature

June 6, 2024  
Date

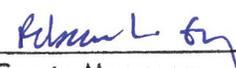
Note: Sewer connection and / or developmental fees are due at building permit application. See the Currituck County Master Fee Schedule for rates. <https://co.currituck.nc.us/master-fee-schedule/>

For Office Use Only

Wastewater capacity is available for this project.

Wastewater capacity is not available for this project.

 6-12-24  
Utilities Manager Date

 6-13-2024  
Currituck County Manager Date

This capacity availability is good for one year.

DEMLR USE ONLY		
Date Received	Fee Paid	Permit Number
Applicable Rules: <input type="checkbox"/> Coastal SW - 1995 <input type="checkbox"/> Coastal SW - 2008 <input type="checkbox"/> Ph II - Post Construction (select all that apply) <input type="checkbox"/> Non-Coastal SW- HQW/ORW Waters <input type="checkbox"/> Universal Stormwater Management Plan <input type="checkbox"/> Other WQ Mgmt Plan: _____		

**State of North Carolina**  
**Department of Environment and Natural Resources**  
**Division of Energy, Mineral and Land Resources**

**STORMWATER MANAGEMENT PERMIT APPLICATION FORM**

*This form may be photocopied for use as an original*

**I. GENERAL INFORMATION**

- Project Name (subdivision, facility, or establishment name - should be consistent with project name on plans, specifications, letters, operation and maintenance agreements, etc.):  
ECSU Hangar Facility at Currituck County Regional Airport
- Location of Project (street address):  
Airport Road  
 City:Barco County:Currituck Zip:27917
- Directions to project (from nearest major intersection):  
From the intersection of Caratoke Hwy (NC 168) and Shortcut Road (US 158), head west on Shortcut Road approximately 1.8 miles. Turn right onto Barco Way, continue 0.35 miles and turn right onto Aviation Parkway. Continue 0.20 miles and turn left onto Airport Road (SR 1530) and the site will be on right in approximately 0.20 miles.
- Latitude:36° 23' 51.48" N Longitude:76° 00' 31.46" W of the main entrance to the project.

**II. PERMIT INFORMATION:**

- Specify whether project is (check one):  New     Modification     Renewal w/ Modification<sup>†</sup>  
<sup>†</sup>Renewals with modifications also requires SWU-102 - Renewal Application Form
- If this application is being submitted as the result of a **modification** to an existing permit, list the existing permit number \_\_\_\_\_, its issue date (if known) \_\_\_\_\_, and the status of construction:  Not Started     Partially Completed\*     Completed\*    *\*provide a designer's certification*
- Specify the type of project (check one):  
 Low Density     High Density     Drains to an Offsite Stormwater System     Other
- If this application is being submitted as the result of a **previously returned application** or a **letter from DEMLR requesting a state stormwater management permit application**, list the stormwater project number, if assigned, \_\_\_\_\_ and the previous name of the project, if different than currently proposed, \_\_\_\_\_.
- Additional Project Requirements (check applicable blanks; information on required state permits can be obtained by contacting the Customer Service Center at 1-877-623-6748):  
 CAMA Major     Sedimentation/Erosion Control: 8.51 ac of Disturbed Area  
 NPDES Industrial Stormwater     404/401 Permit: Proposed Impacts \_\_\_\_\_
- If any of these permits have already been acquired please provide the Project Name, Project/Permit Number, issue date and the type of each permit: \_\_\_\_\_
- Is the project located within 5 miles of a public airport?     No     Yes  
*If yes, see S.L. 2012-200, Part VI: <http://portal.ncdenr.org/web/lr/rules-and-regulations>*

**III. CONTACT INFORMATION**

1. a. Print Applicant / Signing Official's name and title (specifically the developer, property owner, lessee, designated government official, individual, etc. who owns the project):

Applicant/Organization:Elizabeth City State University

Signing Official & Title:Ryan Strickland, Asst. Vice Chancellor of Design and Construction

b. Contact information for person listed in item 1a above:

Street Address:1704 Weeksville Hwy

City:Elizabeth City State:NC Zip:27909

Mailing Address (if applicable): \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: (252 ) 567-8608 Fax: ( )

Email:restrickland@ecu.edu

c. Please check the appropriate box. The applicant listed above is:

- The property owner (Skip to Contact Information, item 3a)
- Lessee\* (Attach a copy of the lease agreement and complete Contact Information, item 2a and 2b below)
- Purchaser\* (Attach a copy of the pending sales agreement and complete Contact Information, item 2a and 2b below)
- Developer\* (Complete Contact Information, item 2a and 2b below.)

2. a. Print Property Owner's name and title below, if you are the lessee, purchaser or developer. (This is the person who owns the property that the project is located on):

Property Owner/Organization:Board of Trustees for the Endowment Fund for ECSU

Signing Official & Title:Ryan Strickland, Asst. Vice Chancellor of Design and Construction

b. Contact information for person listed in item 2a above:

Street Address:1704 Weeksville Hwy

City:Elizabeth City State:NC Zip:27909

Mailing Address (if applicable): \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: (252 ) 567-8608 Fax: ( )

Email:restrickland@ecu.edu

3. a. (Optional) Print the name and title of another contact such as the project's construction supervisor or other person who can answer questions about the project:

Other Contact Person/Organization: \_\_\_\_\_

Signing Official & Title: \_\_\_\_\_

b. Contact information for person listed in item 3a above:

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: ( ) Fax: ( )

Email: \_\_\_\_\_

4. Local jurisdiction for building permits: Currituck County

Point of Contact:Bill News Phone #: (252 ) 232-3055



\*\*\* Report only that amount of existing BUA that will remain after development. Do not report any existing BUA that is to be removed and which will be replaced by new BUA.

11. How was the off-site impervious area listed above determined? Provide documentation. N/A

**Projects in Union County:** Contact DEMLR Central Office staff to check if the project is located within a Threatened & Endangered Species watershed that may be subject to more stringent stormwater requirements as per 15A NCAC 02B .0600.

## V. SUPPLEMENT AND O&M FORMS

The applicable state stormwater management permit supplement and operation and maintenance (O&M) forms must be submitted for each BMP specified for this project. The latest versions of the forms can be downloaded from <http://portal.ncdenr.org/web/wq/ws/su/bmp-manual>.

## VI. SUBMITTAL REQUIREMENTS

**Only complete application packages will be accepted and reviewed by the Division of Energy, Mineral and Land Resources (DEMLR). A complete package includes all of the items listed below. A detailed application instruction sheet and BMP checklists are available from [http://portal.ncdenr.org/web/wq/ws/su/statesw/forms\\_docs](http://portal.ncdenr.org/web/wq/ws/su/statesw/forms_docs). The complete application package should be submitted to the appropriate DEMLR Office.** (The appropriate office may be found by locating project on the interactive online map at <http://portal.ncdenr.org/web/wq/ws/su/maps>.)

Please **indicate that the following required information have been provided by initialing** in the space provided for each item. All original documents **MUST** be signed and initialed in **blue ink**. **Download the latest versions for each submitted application package** from [http://portal.ncdenr.org/web/wq/ws/su/statesw/forms\\_docs](http://portal.ncdenr.org/web/wq/ws/su/statesw/forms_docs).

Initials

1. *Original and one copy* of the Stormwater Management Permit Application Form. \_\_\_\_\_
2. *Original and one copy* of the signed and notarized Deed Restrictions & Protective Covenants Form. (if required as per Part VII below) \_\_\_\_\_
3. *Original* of the applicable Supplement Form(s) (sealed, signed and dated) **and** O&M agreement(s) for each BMP. \_\_\_\_\_
4. Permit application processing fee of \$505 payable to NCDENR. (For an Express review, refer to <http://www.envhelp.org/pages/onestopexpress.html> for information on the Express program and the associated fees. Contact the appropriate regional office Express Permit Coordinator for additional information and to schedule the required application meeting.) \_\_\_\_\_
5. A detailed narrative (one to two pages) describing the stormwater treatment/management for \_\_\_\_\_
6. A USGS map identifying the site location. If the receiving stream is reported as class SA or the receiving stream drains to class SA waters within ½ mile of the site boundary, include the ½ mile radius on the map. \_\_\_\_\_
7. Sealed, signed and dated calculations (one copy). \_\_\_\_\_
8. Two sets of plans folded to 8.5" x 14" (sealed, signed, & dated), including: \_\_\_\_\_
  - a. Development/Project name.
  - b. Engineer and firm.
  - c. Location map with named streets and NCSR numbers.
  - d. Legend.
  - e. North arrow.
  - f. Scale.
  - g. Revision number and dates.
  - h. Identify all surface waters on the plans by delineating the normal pool elevation of impounded structures, the banks of streams and rivers, the MHW or NHW line of tidal waters, and any coastal wetlands landward of the MHW or NHW lines.
    - Delineate the vegetated buffer landward from the normal pool elevation of impounded structures, the banks of streams or rivers, and the MHW (or NHW) of tidal waters.
  - i. Dimensioned property/project boundary with bearings & distances.
  - j. Site Layout with all BUA identified and dimensioned.
  - k. Existing contours, proposed contours, spot elevations, finished floor elevations.
  - l. Details of roads, drainage features, collection systems, and stormwater control measures.
  - m. Wetlands delineated, or a note on the plans that none exist. (Must be delineated by a qualified person. Provide documentation of qualifications and identify the person who made the determination on the plans.
  - n. Existing drainage (including off-site), drainage easements, pipe sizes, runoff calculations.
  - o. Drainage areas delineated (included in the main set of plans, not as a separate document).

- p. Vegetated buffers (where required).
9. Copy of any applicable soils report with the associated SHWT elevations (Please identify elevations in addition to depths) as well as a map of the boring locations with the existing elevations and boring logs. Include an 8.5" x 11" copy of the NRCS County Soils map with the project area clearly delineated. For projects with infiltration BMPs, the report should also include the soil type, expected infiltration rate, and the method of determining the infiltration rate. **(Infiltration Devices submitted to WiRO: Schedule a site visit for DEMLR to verify the SHWT prior to submittal, (910) 796-7378.)**
  10. A copy of the most current property deed. Deed book: 1774 Page No: 696
  11. For corporations and limited liability corporations (LLC): Provide documentation from the NC Secretary of State or other official documentation, which supports the titles and positions held by the persons listed in Contact Information, item 1a, 2a, and/or 3a per 15A NCAC 2H.1003(e). The corporation or LLC must be listed as an active corporation in good standing with the NC Secretary of State, otherwise the application will be returned.  
<http://www.secretary.state.nc.us/Corporations/CSearch.aspx>

**VII. DEED RESTRICTIONS AND PROTECTIVE COVENANTS**

For all subdivisions, outparcels, and future development, the appropriate property restrictions and protective covenants are required to be recorded prior to the sale of any lot. If lot sizes vary significantly or the proposed BUA allocations vary, a table listing each lot number, lot size, and the allowable built-upon area must be provided as an attachment to the completed and notarized deed restriction form. The appropriate deed restrictions and protective covenants forms can be downloaded from [http://portal.ncdenr.org/web/lr/state-stormwater-forms\\_docs](http://portal.ncdenr.org/web/lr/state-stormwater-forms_docs). Download the latest versions for each submittal.

In the instances where the applicant is different than the property owner, it is the responsibility of the property owner to sign the deed restrictions and protective covenants form while the applicant is responsible for ensuring that the deed restrictions are recorded.

**By the notarized signature(s) below, the permit holder(s) certify that the recorded property restrictions and protective covenants for this project, if required, shall include all the items required in the permit and listed on the forms available on the website, that the covenants will be binding on all parties and persons claiming under them, that they will run with the land, that the required covenants cannot be changed or deleted without concurrence from the NC DEMLR, and that they will be recorded prior to the sale of any lot.**

**VIII. CONSULTANT INFORMATION AND AUTHORIZATION**

Applicant: Complete this section if you wish to designate authority to another individual and/or firm (such as a consulting engineer and/or firm) so that they may provide information on your behalf for this project (such as addressing requests for additional information).

Consulting Engineer: Kimberly Hamby, PE

Consulting Firm: Timmons Group

Mailing Address: 1805 W. City Drive, Unit E

City: Elizabeth City State: NC Zip: 27909

Phone: (252) 621-5029 Fax: (252) 562-6974

Email: kim.hamby@timmons.com

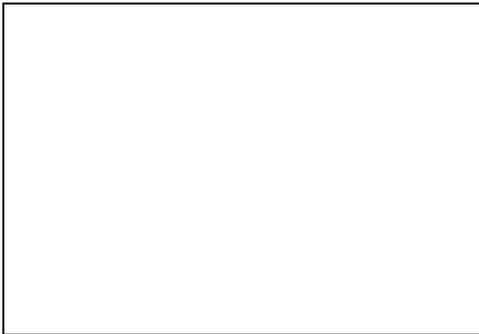
**IX. PROPERTY OWNER AUTHORIZATION** (if Contact Information, item 2 has been filled out, complete this section)

I, (print or type name of person listed in Contact Information, item 2a) \_\_\_\_\_, certify that I own the property identified in this permit application, and thus give permission to (print or type name of person listed in Contact Information, item 1a) \_\_\_\_\_ with (print or type name of organization listed in Contact Information, item 1a) \_\_\_\_\_ to develop the project as currently proposed. A copy of the lease agreement or pending property sales contract has been provided with the submittal, which indicates the party responsible for the operation and maintenance of the stormwater system.

As the legal property owner I acknowledge, understand, and agree by my signature below, that if my designated agent (entity listed in Contact Information, item 1) dissolves their company and/or cancels or defaults on their lease agreement, or pending sale, responsibility for compliance with the DEMLR Stormwater permit reverts back to me, the property owner. As the property owner, it is my responsibility to notify DEMLR immediately and submit a completed Name/Ownership Change Form within 30 days; otherwise I will be operating a stormwater treatment facility without a valid permit. I understand that the operation of a stormwater treatment facility without a valid permit is a violation of NC General Statute 143-215.1 and may result in appropriate enforcement action including the assessment of civil penalties of up to \$25,000 per day, pursuant to NCGS 143-215.6.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

I, \_\_\_\_\_, a Notary Public for the State of \_\_\_\_\_, County of \_\_\_\_\_, do hereby certify that \_\_\_\_\_ personally appeared before me this \_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, and acknowledge the due execution of the application for a stormwater permit. Witness my hand and official seal, \_\_\_\_\_



SEAL

My commission expires \_\_\_\_\_

**X. APPLICANT'S CERTIFICATION**

I, (print or type name of person listed in Contact Information, item 1a) Ryan Strickland, certify that the information included on this permit application form is, to the best of my knowledge, correct and that the project will be constructed in conformance with the approved plans, that the required deed restrictions and protective covenants will be recorded, and that the proposed project complies with the requirements of the applicable stormwater rules under 15A NCAC 2H .1000 and any other applicable state stormwater requirements.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

I, \_\_\_\_\_, a Notary Public for the State of \_\_\_\_\_, County of \_\_\_\_\_, do hereby certify that \_\_\_\_\_ personally appeared before me this \_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, and acknowledge the due execution of the application for a stormwater permit. Witness my hand and official seal, \_\_\_\_\_



SEAL

My commission expires \_\_\_\_\_





# Major Stormwater Plan Form SW-002

OFFICIAL USE ONLY:  
 Permit Number: \_\_\_\_\_  
 Date Filed: \_\_\_\_\_  
 Date Approved: \_\_\_\_\_

### Contact Information

**APPLICANT:**

Name: Elizabeth City State University  
 Address: 1704 Weeksville Hwy  
Elizabeth City, NC 27909  
 Telephone: (252) 567-8608  
 E-Mail Address: restrickland@ecsu.edu

**PROPERTY OWNER:**

Name: Bd of Trust End. Fund for ECSU  
 Address: 1704 Weeksville Hwy  
Elizabeth City, NC 27909  
 Telephone: (252) 567-8608  
 E-Mail Address: restrickland@ecsu.edu

### Property Information

Physical Street Address: Airport Road  
 Parcel Identification Number(s): Barco, NC 27917  
 FEMA Flood Zone Designation: X

### Request

Project Description: Development of flight school hangar facility that will drain to off site BMP

Total land disturbance activity: 370,546 sf      Calculated volume of BMPs: N/A sf

Maximum lot coverage: 281,189 sf      Proposed lot coverage: 121,802 sf

**TYPE OF REQUEST**

- Major subdivision (10-year, 24-hour rate)
- Major site plan (5-year, 24-hour rate)

\*please note that this is a major site plan but the site drains to an existing stormwater BMP designed for 65% lot coverage. Because the coverage is within the allowable coverage, this site is exempt from the requirement to submit a stormwater plan and stormwater detention requirements per section 2.2.3 of the Currituck County Stormwater Manual.

**METHOD USED TO CALCULATE PEAK DISCHARGE**

- Rational Method
- NRCS Method (TR-55 and TR-20)
- Simple volume calculation for small sites (less than 10 acres)
- Alternative stormwater runoff storage analysis
- Downstream drainage capacity analysis

I hereby authorize county officials to enter my property for purposes of determining compliance. All information submitted and required as part of this process shall become public record.

Elizabeth City State University/Ryan Strickland  
 Property Owner(s)/Applicant  
*Ryan Strickland*

June 26, 2024  
 Date

## Major Stormwater Plan Design Standards Checklist

The table below depicts the design standards of the major stormwater plan application. Please make sure to include all applicable listed items to ensure all appropriate standards are reviewed.

# Major Stormwater Plan Design Standards Checklist

Date Received: 6-27-24

Project Name: ECSU Hangar Facility at Currituck County Regional Airport

Applicant/Property Owner: Elizabeth City State University

<b>Minor Stormwater Plan Design Standards Checklist</b>		
<b>General</b>		
1	Property owner name and address.	✓
2	Site address and parcel identification number.	✓
3	North arrow and scale to be 1" = 100' or larger.	✓
<b>Site Features</b>		
4	Scaled drawing showing existing and proposed site features: Property lines with dimensions, acreage, streets, easements, structures (dimensions and square footage), fences, bulkheads, septic area (active and repair), utilities, vehicular use areas, driveways, and sidewalks.	✓
5	Approximate location of all designated Areas of Environmental Concern (AEC) or other such areas which are environmentally sensitive on the property, such as Maritime Forest, CAMA, 404, or 401 wetlands as defined by the appropriate agency.	N/A
6	Existing and proposed ground elevations shown in one foot intervals. All elevation changes within the past six months shall be shown on the plan.	✓
8	Limits of all proposed fill, including the toe of fill slope and purpose of fill.	✓
9	Square footage of all existing and proposed impervious areas (structures, sidewalks, walkways, vehicular use areas regardless of surface material), including a description of surface materials.	✓
10	Existing and proposed drainage patterns, including direction of flow.	✓
11	Location, capacity, design plans (detention, retention, infiltration), and design discharge of existing and proposed stormwater management features.	✓
12	Elevation of the seasonal high water level as determined by a licensed soil scientist.	N/A
13	Plant selection.	N/A
<b>Permits and Other Documentation</b>		
14	NCDENR stormwater permit application (if 10,000sf or more of built upon area).	✓
15	NCDENR erosion and sedimentation control permit application (if one acre or more of land disturbance).	✓
16	NCDENR coastal area management act permit application, if applicable.	N/A
17	Stormwater management narrative with supporting calculations.	✓
18	Rational Method Form SW-003 or NRCS Method Form SW-004	N/A
19	Alternative stormwater runoff storage analysis and/or downstream drainage capacity analysis, if applicable	N/A
20	Design spreadsheets for all BMPs ( <i>Appendix F – Currituck County Stormwater Manual</i> ).	N/A
21	Detailed maintenance plan for all proposed BMPs.	N/A

**Certificate**

22	<p>The major stormwater plan shall contain the following certificate:</p> <p>I, _____, owner/agent hereby certify the information included on this and attached pages is true and correct to the best of my knowledge.</p> <p>On the plan entitled _____, stormwater drainage improvements shall be installed according to these plans and specifications and approved by Currituck County. Yearly inspections are required as part of the stormwater plan. The owner is responsible for all maintenance required. Currituck County assumes no responsibility for the design, maintenance, or performance of the stormwater improvements.</p> <p>Date: _____ Owner/Agent: _____</p>	
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**Major Stormwater Plan Submittal Checklist**

Staff will use the following checklist to determine the completeness of your application. Please make sure all of the listed items are included. Staff shall not process an application for further review until it is determined to be complete.

## Major Stormwater Plan Form SW-002 Submittal Checklist

Date Received: 6-27-24

Project Name: ECSU Hangar Facility at Currituck County Regional Airport

Applicant/Property Owner: Elizabeth City State University

Major Stormwater Plan Form SW-002 Submittal Checklist		
1	Completed Major Stormwater Plan Form SW-002	✓
2	Completed Rational Method Form SW-003 or NRCS Method Form SW-004	N/A
3	Stormwater plan	✓
4	NCDENR permit applications, if applicable	✓
5	3 copies of plans	N/A
6	3 hard copies of ALL documents	N/A
7	<b>1 PDF digital copy of all plans AND documents (ex. Compact Disk – e-mail not acceptable)</b>	✓

**Comments**

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**From:** [Jennie Turner](#)  
**To:** [Kim Hamby](#)  
**Subject:** RE: [EXTERNAL] RE: [EXTERNAL] RE: [EXTERNAL] RE: [EXTERNAL] RE: [EXTERNAL] RE: Electronics process  
**Date:** Thursday, June 27, 2024 12:49:00 PM

---

Kim,  
This email should suffice. Thanks for the information.

Jennie Turner  
Assistant Planning Director  
Currituck County  
Phone: 252-232-6031  
Email: [jennie.turner@currituckcountync.gov](mailto:jennie.turner@currituckcountync.gov)  
Website: [www.currituckgovernment.com](http://www.currituckgovernment.com)

---

**From:** Kim Hamby <Kim.Hamby@timmons.com>  
**Sent:** Thursday, June 27, 2024 12:47 PM  
**To:** Jennie Turner <Jennie.Turner@CurrituckCountyNC.gov>  
**Subject:** [EXTERNAL] RE: [EXTERNAL] RE: [EXTERNAL] RE: [EXTERNAL] RE: [EXTERNAL] RE: Electronics process

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Jennie,

The buildings have had some minor changes and we apparently have some leftover dimensions that were not updated. The areas shown in the buildings themselves are off a bit.

I based the fee on our tracing of the outer lines of the buildings. Both hangars are 6913 sf and the education building is 4297 sf which is 18,123 sf and is the building area shown in the site data.

If I need to swing by and give you a few bucks, I can certainly do that.

**Kim Hamby, PE**  
*Principal - Senior Project Manager*

**TIMMONS GROUP** | [www.timmons.com](http://www.timmons.com)  
Office: 252.621.5029 | Fax: 252.562.6974  
Mobile: 252-340-3264 | [kim.hamby@timmons.com](mailto:kim.hamby@timmons.com)  
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**From:** Jennie Turner <[Jennie.Turner@CurrituckCountyNC.gov](mailto:Jennie.Turner@CurrituckCountyNC.gov)>  
**Sent:** Thursday, June 27, 2024 12:19 PM  
**To:** Kim Hamby <[Kim.Hamby@timmons.com](mailto:Kim.Hamby@timmons.com)>  
**Subject:** RE: [EXTERNAL] RE: [EXTERNAL] RE: [EXTERNAL] RE: [EXTERNAL] RE: Electronics process

Kim,

Based on the square footages on the site plan, the required fee is \$1817.00 but the fee submitted is \$1812.30.

Can you please submit the balance?

Thanks,

Jennie Turner  
Assistant Planning Director  
Currituck County  
Phone: 252-232-6031  
Email: [jennie.turner@currituckcountync.gov](mailto:jennie.turner@currituckcountync.gov)  
Website: [www.currituckgovernment.com](http://www.currituckgovernment.com)

---

**From:** Jennie Turner <[Jennie.Turner@CurrituckCountyNC.gov](mailto:Jennie.Turner@CurrituckCountyNC.gov)>  
**Sent:** Thursday, June 27, 2024 12:09 PM  
**To:** Kim Hamby <[Kim.Hamby@timmons.com](mailto:Kim.Hamby@timmons.com)>  
**Subject:** RE: [EXTERNAL] RE: [EXTERNAL] RE: [EXTERNAL] RE: [EXTERNAL] RE: Electronics process

This is fine.

Thanks Kim, I need them to check the fee.

Jennie Turner  
Assistant Planning Director  
Currituck County  
Phone: 252-232-6031  
Email: [jennie.turner@currituckcountync.gov](mailto:jennie.turner@currituckcountync.gov)  
Website: [www.currituckgovernment.com](http://www.currituckgovernment.com)

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**From:** Kim Hamby <[Kim.Hamby@timmons.com](mailto:Kim.Hamby@timmons.com)>  
**Sent:** Thursday, June 27, 2024 11:57 AM  
**To:** Jennie Turner <[Jennie.Turner@CurrituckCountyNC.gov](mailto:Jennie.Turner@CurrituckCountyNC.gov)>

**Subject:** [EXTERNAL] RE: [EXTERNAL] RE: [EXTERNAL] RE: [EXTERNAL] RE: Electronics process

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I missed putting it in the folder Jennie. Sorry about that.

I have attached them if that is acceptable. If not, we can get you a new flash drive.

**Kim Hamby, PE**

*Principal - Senior Project Manager*

**TIMMONS GROUP** | [www.timmons.com](http://www.timmons.com)  
Office: 252.621.5029 | Fax: 252.562.6974  
Mobile: 252-340-3264 | [kim.hamby@timmons.com](mailto:kim.hamby@timmons.com)  
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**From:** Jennie Turner <[Jennie.Turner@CurrituckCountyNC.gov](mailto:Jennie.Turner@CurrituckCountyNC.gov)>  
**Sent:** Thursday, June 27, 2024 11:50 AM  
**To:** Kim Hamby <[Kim.Hamby@timmons.com](mailto:Kim.Hamby@timmons.com)>  
**Subject:** RE: [EXTERNAL] RE: [EXTERNAL] RE: [EXTERNAL] RE: Electronics process

Kim,

Do you have building plans? Did I miss that in the submittal?

Also, we will advise on whether stormwater escrow is required.

Jennie Turner  
Assistant Planning Director  
Currituck County  
Phone: 252-232-6031  
Email: [jennie.turner@currituckcountync.gov](mailto:jennie.turner@currituckcountync.gov)  
Website: [www.currituckgovernment.com](http://www.currituckgovernment.com)

---

**From:** Kim Hamby <[Kim.Hamby@timmons.com](mailto:Kim.Hamby@timmons.com)>  
**Sent:** Thursday, June 27, 2024 11:37 AM  
**To:** Stacey Smith <[Stacey.Smith@CurrituckCountyNC.gov](mailto:Stacey.Smith@CurrituckCountyNC.gov)>; Bill News <[Bill.News@CurrituckCountyNC.gov](mailto:Bill.News@CurrituckCountyNC.gov)>  
**Cc:** Jennie Turner <[Jennie.Turner@CurrituckCountyNC.gov](mailto:Jennie.Turner@CurrituckCountyNC.gov)>

**Subject:** [EXTERNAL] RE: [EXTERNAL] RE: [EXTERNAL] RE: Electronics process

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I've just tried to get started but the parcel number gives me "no results found" and there is no street address assigned so I'm stopped for now. I'm wondering if the ID number being new could have something to do with it.

Stacey, please catch up with me when you are back in the office.

Thank you,

**Kim Hamby, PE**

*Principal - Senior Project Manager*

**TIMMONS GROUP** | [www.timmons.com](http://www.timmons.com)

Office: 252.621.5029 | Fax: 252.562.6974

Mobile: 252-340-3264 | [kim.hamby@timmons.com](mailto:kim.hamby@timmons.com)

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**From:** Stacey Smith <[Stacey.Smith@CurrituckCountyNC.gov](mailto:Stacey.Smith@CurrituckCountyNC.gov)>

**Sent:** Monday, June 24, 2024 4:55 PM

**To:** Kim Hamby <[Kim.Hamby@timmons.com](mailto:Kim.Hamby@timmons.com)>; Bill News <[Bill.News@CurrituckCountyNC.gov](mailto:Bill.News@CurrituckCountyNC.gov)>

**Cc:** Jennie Turner <[Jennie.Turner@CurrituckCountyNC.gov](mailto:Jennie.Turner@CurrituckCountyNC.gov)>

**Subject:** RE: [EXTERNAL] RE: [EXTERNAL] RE: Electronics process

Your account has been linked.

You can now apply online through our online permitting system which can be located on our website [www.currituckinspections.com](http://www.currituckinspections.com).

Please do not leave the site, refresh the web page, or back space the site as it will create multiple applications. I would suggest having all your documents and information ready to go.

All the documents you upload must be in PDF format, no JPEG, TIFF Files.

Thanks, Stacey Smith

*Stacey Smith*

Permit Coordinator  
County of Currituck  
Planning & Inspections Department  
(252)232-6027  
[www.currituckinspections.com](http://www.currituckinspections.com)

---

**From:** Kim Hamby <[Kim.Hamby@timmons.com](mailto:Kim.Hamby@timmons.com)>  
**Sent:** Monday, June 24, 2024 1:50 PM  
**To:** Stacey Smith <[Stacey.Smith@CurrituckCountyNC.gov](mailto:Stacey.Smith@CurrituckCountyNC.gov)>; Bill News <[Bill.Newns@CurrituckCountyNC.gov](mailto:Bill.Newns@CurrituckCountyNC.gov)>  
**Cc:** Jennie Turner <[Jennie.Turner@CurrituckCountyNC.gov](mailto:Jennie.Turner@CurrituckCountyNC.gov)>  
**Subject:** [EXTERNAL] RE: [EXTERNAL] RE: Electronics process

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Stacey,

I got in using login with Microsoft and my company email. I think I now need to be linked. I think everything you need is below except for our mailing address: 1805 West City Drive, Unit E, Elizabeth City, NC 27909.

Please let me know if you need anything else.

Thank you,

**Kim Hamby, PE**

*Principal - Senior Project Manager*

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Office: [252.621.5029](tel:252.621.5029) | Fax: 252.562.6974  
Mobile: 252-340-3264 | [kim.hamby@timmons.com](mailto:kim.hamby@timmons.com)  
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---

**From:** Stacey Smith <[Stacey.Smith@CurrituckCountyNC.gov](mailto:Stacey.Smith@CurrituckCountyNC.gov)>  
**Sent:** Friday, June 21, 2024 10:12 AM  
**To:** Bill News <[Bill.Newns@CurrituckCountyNC.gov](mailto:Bill.Newns@CurrituckCountyNC.gov)>; Kim Hamby <[Kim.Hamby@timmons.com](mailto:Kim.Hamby@timmons.com)>  
**Cc:** Jennie Turner <[Jennie.Turner@CurrituckCountyNC.gov](mailto:Jennie.Turner@CurrituckCountyNC.gov)>  
**Subject:** RE: [EXTERNAL] RE: Electronics process

To access the Citizen Self Service program an email address and password are required. If you would

like to self-register for an account please visit [Currituck County Citizen Self Service](#) online program. Once you have created your account you will be able to search for and view building permits. However, to use the system for applying for building permits your account needs to be linked by our staff with a Customer ID (CID). For our staff to link the accounts, we will need the following information:

- Email Address associated with the account
- First and Last name
- Company Name
- Full Mailing Address
- Phone number
- Address of property owned in Currituck (only if you are the owner and it is for personal use)
- Contractor License Number & which Trade for North Carolina (if you are a contractor)

Please email this information to [Stacey.smith@currituckcountync.gov](mailto:Stacey.smith@currituckcountync.gov)

We will set up your account and notify you so you may use the system fully.

*Stacey Smith*

Permit Coordinator  
County of Currituck  
Planning & Inspections Department  
(252)232-6027  
[www.currituckinspections.com](http://www.currituckinspections.com)

---

**From:** Bill News <[Bill.Newns@CurrituckCountyNC.gov](mailto:Bill.Newns@CurrituckCountyNC.gov)>  
**Sent:** Friday, June 21, 2024 9:17 AM  
**To:** Kim Hamby <[Kim.Hamby@timmons.com](mailto:Kim.Hamby@timmons.com)>  
**Cc:** Stacey Smith <[Stacey.Smith@CurrituckCountyNC.gov](mailto:Stacey.Smith@CurrituckCountyNC.gov)>; Jennie Turner <[Jennie.Turner@CurrituckCountyNC.gov](mailto:Jennie.Turner@CurrituckCountyNC.gov)>  
**Subject:** RE: [EXTERNAL] RE: Electronics process

Great thanks Kim I appreciate it and have a great weekend!

*Bill News*

Director of Planning and Inspections  
Chief Building Code Official  
County of Currituck  
Phone(252)232-6023  
Cell(252)202-5398  
Email: [bill.news@currituckcountync.gov](mailto:bill.news@currituckcountync.gov)  
Website: [www.currituckgovernment.com](http://www.currituckgovernment.com)

---

**From:** Kim Hamby <[Kim.Hamby@timmons.com](mailto:Kim.Hamby@timmons.com)>  
**Sent:** Friday, June 21, 2024 8:54 AM  
**To:** Bill News <[Bill.Newns@CurrituckCountyNC.gov](mailto:Bill.Newns@CurrituckCountyNC.gov)>

**Cc:** Stacey Smith <[Stacey.Smith@CurrituckCountyNC.gov](mailto:Stacey.Smith@CurrituckCountyNC.gov)>; Jennie Turner <[Jennie.Turner@CurrituckCountyNC.gov](mailto:Jennie.Turner@CurrituckCountyNC.gov)>  
**Subject:** [EXTERNAL] RE: Electronics process

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Thanks Bill. I'm willing to give it a shot. I'll reach out as I need guidance.

**Kim Hamby, PE**

*Principal - Senior Project Manager*

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Mobile: 252-340-3264 | [kim.hamby@timmons.com](mailto:kim.hamby@timmons.com)  
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**From:** Bill News <[Bill.News@CurrituckCountyNC.gov](mailto:Bill.News@CurrituckCountyNC.gov)>  
**Sent:** Friday, June 21, 2024 7:49 AM  
**To:** Kim Hamby <[Kim.Hamby@timmons.com](mailto:Kim.Hamby@timmons.com)>  
**Cc:** Stacey Smith <[Stacey.Smith@CurrituckCountyNC.gov](mailto:Stacey.Smith@CurrituckCountyNC.gov)>; Jennie Turner <[Jennie.Turner@CurrituckCountyNC.gov](mailto:Jennie.Turner@CurrituckCountyNC.gov)>  
**Subject:** Electronics process

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Kim,

If you are willing I would like to try the airport hanger project on our online permit portal in addition to what you will be dropping off to see if it would work for TRC submittals. It would be some double work but it may open the door for these and other items. Anyway you would need to set up an account with us and I can assist with walking you through it. Stacey would need to link the account you set up in the portal in order to submit the documents and general application information (So basically everything you're putting on the USB for us would be uploaded into the system) If you're will please let me know and thanks as always!!

*Bill News*

Director of Planning and Inspections  
Chief Building Code Official  
County of Currituck

Phone(252)232-6023

Cell(252)202-5398

Email: [bill.news@currituckcountync.gov](mailto:bill.news@currituckcountync.gov)

Website: [www.currituckgovernment.com](http://www.currituckgovernment.com)