



Minor Stormwater Plan Form SW-001

Review Process

Contact Information

Currituck County
Planning and Inspections Department
153 Courthouse Road, Suite 110
Currituck, NC 27929

Phone: 252-232-3055

Website: <http://www.currituckcountync.gov/planning-zoning/>

Email: ccpz@currituckcountync.gov

General

Minor stormwater plan approval is required for:

- Residential development that:
 - Exceeds the maximum allowed lot coverage by no more than 15%;
 - Proposes fill or grading higher than average adjacent grade within 30' of a property line; or,
 - Results in 10,000 square feet or more of total impervious cover within the Outer Banks Stormwater Management Zone.
 - Nonresidential development that proposes fill or grading higher than average adjacent grade within 30' of a property line
 - A minor subdivision that:
 - Is located within the Outer Banks Stormwater Management Zone or,
- Proposes fill or grading higher than average adjacent grade within 30' of a property line

Step 1: Application Submittal

The applicant must submit a complete application packet consisting of the following:

Submitted on a USB flash drive or a compact disc (CD):

- Completed Currituck County Minor Stormwater Plan Form SW-001 (unless submitting a building permit)
- Stormwater management plan drawn to scale. The plan shall include the items listed in the minor stormwater plan design standards checklist.
- Alternative stormwater runoff analysis, if applicable.
- Stormwater Review Fee (see fee schedule)

On receiving an application, staff shall determine whether the application is complete or incomplete. A complete application contains all the information and materials listed above, and is in sufficient detail to evaluate and determine whether it complies with appropriate review standards. An application for minor stormwater plan must be submitted and approved prior altering an existing drainage system, performing any land disturbing activity or, issuing a building permit.

Step 2: Staff Review and Action

Once an application is determined complete staff shall approve, approve subject to conditions or disapprove the application.



Minor Stormwater Plan Form SW-001

| | |
|--------------------|-------|
| OFFICIAL USE ONLY: | |
| Permit Number: | _____ |
| Date Filed: | _____ |
| Date Approved: | _____ |
| Date Approved: | _____ |

Contact Information

| | |
|-----------------------|------------------------|
| APPLICANT: | PROPERTY OWNER: |
| Name: _____ | Name: _____ |
| Address: _____ | Address: _____ |
| _____ | _____ |
| Telephone: _____ | Telephone: _____ |
| E-Mail Address: _____ | E-Mail Address: _____ |

Property Information

Physical Street Address: _____

Parcel Identification Number(s): _____

FEMA Flood Zone Designation: _____

Request

Project Description: _____

Total land disturbance activity: _____ sf Calculated volume of BMP: _____ sf

Maximum lot coverage: _____ sf Proposed lot coverage: _____ sf

TYPE OF REQUEST

- Lot coverage (Must be designed and sealed by a registered engineer)
- Fill or grading higher than average adjacent grade within 30' of a property line
- Outer Banks Stormwater Management Zone - 10,000 square feet or more of impervious cover
- Outer Banks Stormwater Management Zone - minor subdivision

TYPE OF PROPOSED BMP

(designed to infiltrate or detain runoff generated from impervious areas during a 4-inch rain event)

- Rain Garden (See Stormwater Manual for design standards)
- Swale (See Stormwater Manual for design standards)
- Alternative BMP (Must be designed and sealed by a registered engineer)

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.

Property Owner(s)/Applicant

Date

Minor Stormwater Plan Design Standards Checklist

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

Minor Stormwater Plan Design Standards Checklist

Date Received: _____

Project Name: _____

Applicant/Property Owner: _____

| Minor Stormwater Plan Design Standards Checklist | | |
|---|--|--|
| General | | |
| 1 | Property owner name and address. | |
| 2 | Site address and parcel identification number. | |
| 3 | North arrow and scale to be 1" = 100' or larger. | |
| Site Features | | |
| 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, 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. | |
| 6 | Square footage of all impervious areas (structures, sidewalks, walkways, vehicular use areas regardless of surface material). | |
| 7 | Description of surface materials. | |
| 8 | Stormwater storage volume calculations using the following formula: Volume = Impervious Area (ft ²) * 4" rainfall * $\frac{1 \text{ foot}}{12 \text{ inches}}$ | |
| 9 | Existing and proposed drainage patterns. | |
| 10 | Location and capacity of existing and proposed stormwater management features. | |
| 11 | Plant selection | |
| 12 | Alternative stormwater runoff storage analysis, if applicable | |
| Fill | | |
| 13 | Purpose of proposed fill. | |
| 14 | Existing and proposed ground elevations shown in one foot intervals. All elevation changes within the past six months shall be shown on the plan. The toe of the fill slope shall be indicated on the plan. | |
| Certificate | | |
| 15 | <p>The minor 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 site 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> | |

Minor 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.

Minor Stormwater Plan Form SW-001 Submittal Checklist

Date Received: _____

Project Name: _____

Applicant/Property Owner: _____

| Minor Stormwater Plan Form SW-001 Submittal Checklist – Documents provided on USB flash drive or CD | | |
|---|---|--|
| 1 | Completed Minor Stormwater Plan Form SW-001 | |
| 2 | Stormwater plan | |
| 3 | Alternative stormwater runoff storage analysis, if applicable | |

Comments
