



January 18, 2022

Items Needed for Permit Application for Erosion and Sedimentation Control*:

1. A completed, notarized and signed Financial Responsibility/Ownership Form (FRO) - include any pertinent deed and easement information as well as latitude and longitude of the project. If the landowner is different from the financially responsible party, a signed and dated agreement between the landowner and the builder must also be provided; the title of the signature authority is to be included.
2. Fee Check - acreage fee of \$100.00/acre. Make the check payable to: NCDEQ. For example, a 9-acre site would be \$900.00 (i.e., 9 acres @ \$100.00/acre = \$900.00). There is no monetary ceiling on the size of the application. Fees are rounded up to the next whole acre.
3. A completed application checklist.
4. Two copies of the erosion control plan (additional copies or sizes may be required by some regional offices; please contact your coordinator prior to submittal).
5. A narrative, all pertinent design calculations, construction details and a detailed construction schedule.

When & Where to Submit Your Permit Application for Erosion and Sedimentation Control

According to State requirements, an E&SC plan must be filed when any land-disturbing activity will disturb more than one acre.** Plans must be submitted 30 or more days prior to initiating the land disturbing activity. Plans may be filed less than 30 days prior if it is approved to be submitted under an express permit program; see Express Review Guidance Documents for more information. The erosion and sedimentation control plan must be approved by the regulatory agency before any land-disturbing activities are begun.

The erosion control plan, application documents, and application fees should be sent to the appropriate [Regional Office](#)** based on the project location.

Application documents or fees that are sent to the incorrect address, such as to the central office, will have to be re-routed to the appropriate regional office and can result in the delay of plan approvals.

*Any of the above mentioned documents may be found on-line at <https://deq.nc.gov/E&SC> or by contacting the One Stop Permit/Express Coordinator serving your area through the following link: <https://deq.nc.gov/permits-rules/permit-assistance-and-guidance/permit-assistance>

**For projects that fall under the jurisdiction of a delegated [Local Program](#) contact the appropriate agency for application and fee submission requirements. Because Local Programs vary and may be more stringent than State requirements, consult the administering agency to avoid violations of local ordinances.

*****Please Note:** Phasing may be required on large projects and will be at the discretion of the review engineer.

