Pre-Construction Notification (PCN) Form Instructions

The PCN form is required for applicants seeking the following approvals: Corps 404 or Section 10 Permit, or DWR 401 Certification, Buffer Authorization, Isolated/non-404 Wetlands Permit.

i. PURPOSE FOR THE PCN:

The PCN – Pre-Construction Notification form helps regulators from the state and federal agencies in North Carolina better understand and evaluate the impacts of activities that you propose to do in or around streams, wetlands, or other waters that may affect water quality, the health of the aquatic ecosystem, or water access or flow, in the immediate or nearby drainage area.

The PCN is a combined effort by the US Army Corps of Engineers (USACE- known as the "Corps") and the NC Division of Water Resources (DWR) to coordinate regulatory requirements for work in (or affecting) wetlands, streams, riparian buffers, and waters within North Carolina. By accurately completing the PCN form, we can determine if you meet requirements to proceed with your project as proposed. We can evaluate the measures you propose to take to avoid or mitigate for any damage to the environment. Our review of your completed form will provide us with necessary information about your project to determine if we can allow you to begin your project without the time, expense or uncertainty involved in going through a major permit process.

Many Corps Nationwide permits and some general permits require the applicant to complete and submit a PCN form before starting any work in an area that may impact streams, wetlands or other waters. Activities that require a NC General Water Quality Certification, a stormwater permit, or a buffer permit within protected watersheds, use the PCN form. The responsible state or federal agencies will review your application for completeness within 30 days of receipt. We will notify you if we need additional information to process your request. You may not begin work until your application is complete. Once your application is complete, the Corps will process it within 45 days for a Nationwide or General Permit, and the NC DWR will process your 401 Certification within 60 days.

How do I know if I need to complete a PCN?

Many nationwide permits require completion of a PCN prior to starting work. Some routinely require PCNs and all may require PCNs if special regional conditions are met. Please read the nationwide permit and all conditions to determine specific requirements. The Corps' current Nationwide Permits are available on the Wilmington District Website: https://www.saw.usace.army.mil/Missions/Regulatory-Permit-Program/Permits/2017-Nationwide-Permits/. DWR's list of General Certifications matched to the Corps' NPWs are posted here: https://deq.nc.gov/about/divisions/water-resources/water-quality-permitting/401-buffer-permitting/general-certifications.

Note: Do not use the PCN form if you are requesting a Corps Individual Permit or NC DWR Individual Water Quality Certification. The Corps Individual Permit application form is available online at http://www.saw.usace.army.mil/Missions/RegulatoryPermitProgram/Permits.aspx.

Which nationwide permits require a PCN? The following list provides nationwide permits and associated PCN requirements. (Bold is a more commonly used NWP in the Wilmington District):

NWP 1 – Aids to navigation: rarely (see regional conditions)
NWP 3 – Maintenance: usually
NWP 4 – Fish & wildlife devices: rarely (see regional conditions)
NWP 5 – Scientific devices: rarely (see regional conditions)
NWP 6 – Surveys: rarely (see regional conditions)
NWP 7 – Outfall Structures: always
NWP 8 – Offshore Oil & Gas structures: always
NWP 12 – Utility line structures: usually
NWP 13 – Bank stabilization: usually
NWP 14 – Linear transportation projects: usually
NWP 16 – Return water from disposal: usually (see regional conditions)
NWP 17 – Hydropower projects: always
NWP 18 – Minor discharges: usually
NWP 19 – Minor dredging: usually (see regional conditions)
NWP 21 – Surface coal mining: always
NWP 22 – Removal of vessels: usually (see regional conditions)
NWP 23 – Approved categorical exclusions: sometimes (see RGL)
NWP 27 – Aquatic restoration: usually
NWP 29 – Residential developments/ individual residences: always
NWP 31 – Flood control maintenance: always
NWP 33 – Temporary construction: always
NWP 34 – Cranberry production: always
NWP 35 – Maintenance dredging: sometimes (see regional conditions)
NWP 36 – Boat ramps: sometimes (see regional conditions)
NWP 37 – Emergency protection: always
NWP 38 – Hazmat clean up: always
NWP 39 – Commercial, institutional developments: always
NWP 40 – Agricultural activities: always
NWP 41 – Reshaping ditches: usually
NWP 42 – Recreational facilities: always
NWP 43 – Stormwater Management: always (see regional conditions)
NWP 44 – Mining: always
NWP 45 – Repair of uplands: always
NWP 46 – Discharges in ditches: always
NWP 48 – Commercial aquaculture: usually
NWP 49 – Coal re-mining: always
NWP 50 – Underground coal mining: always
NWP 51 – Land-Based Renewable Energy Generation Facilities - always

NWP 52 – Water-Based Renewable Energy Generation Pilot Projects – always
NWP 55 – Seaweed Mariculture Activities
NWP 56 – Finfish Mariculture Activities
NWP 57 – Electric Utility Line and Telecommunications Activities
NWP 58 – Utility Line Activities for Water and Other

ii. INFORMATION WE NEED TO KNOW

We need to know details about how to contact you, where you propose to work, what you will be doing, and how you will compensate for impacts to streams, wetlands, or other waters as a result of your work. All information is required unless otherwise stated as optional. Incomplete applications cannot be accepted for review and will be returned to the applicant. You can obtain help in completing each question on the form (the ePCN as well as the fillable form version) through the instructions in this document.

iii. FEES:

DWR Water Quality Certifications - North Carolina requires fees for processing water quality certifications.

- Fees may be paid electronically online: https://epay.deq.nc.gov/wetlands-epayments.html.
- If paying by check, checks should be made out to the "NC Division of Water Resources", with the specific name of the project or applicant identified on the check. Please staple your check to the front of the application package.

The required fees are as follows:

Major water quality applications: Greater than or equal to one acre of wetlands/waters AND/OR Greater than or equal to 150 feet of streams (whether intermittent or perennial)	$767.00
Minor water quality applications: Less than one acre of wetlands/waters AND Less than 150 feet of streams (whether intermittent or perennial)	$323.00

For more information on the required NC DWR fees, see the DWR Application Fees documentation at https://deq.nc.gov/about/divisions/water-resources/water-quality-permitting/401-buffer-permitting/401-isolated-wetlands-waters-program-401-stormwater

Note: If the project is sponsored by a federal agency, the DWR requires the name of project printed on the US Treasury check and the project application fee mailed to:

Mailing Address (via US Postal Service)	Physical Address (via delivery service, UPS, FedEx, etc.)
NC DWR, 401 & Buffer Permitting Unit 1650 Mail Service Center Raleigh, NC 27699-1650	NC DWR, 401 & Buffer Permitting Unit 512 North Salisbury Street Raleigh, NC 27604

DWR Buffer Permits - If written approval is sought solely for Buffer Rules, the application fee does not apply, and the applicant should clearly state (in a cover letter) that only Buffer Rule approval is sought in writing.

Corps Permits - There is no fee for Nationwide or General Permits processed by the Corps of Engineers.

iv. WHERE TO SEND YOUR COMPLETED PCN FORM:

The PCN may be filled out electronically and submitted online at https://edocs.deq.nc.gov/Forms/Pre-Construction_Notification_Form. Information provided in this help document may be applied to the online version (ePCN) of the form as well as the fillable/printable version of the form.

If submitting a paper application, copies of your completed PCN with all required attachments must be sent to the Corps, to DWR, or both agencies, depending on the approval sought. Additionally, review the specific reporting requirements for your project as some conditions of approval require you to send a copy of your PCN to coordinating agencies.

DWR Certifications:

All PCN forms processed by NC DWR for transportation projects must be submitted to

Mailing Address (via US Postal Service)	Physical Address (via delivery service, UPS, FedEx, etc.)
NC DWR, Transportation Permitting Unit (TPU) 1650 Mail Service Center Raleigh, NC 27699-1650	NC DWR, Transportation Permitting Unit (TPU) 512 North Salisbury Street Raleigh, NC 27604

Links for NC DWR TPU staff assignments and contact information can be found on the 401 & Buffer Transportation Permitting webpage: https://deq.nc.gov/about/divisions/water-resources/water-quality-permitting/401-buffer-transportation-permitting.

All paper copies of PCN Forms processed by NC DWR for other than transportation projects must be sent to:

Mailing Address (via US Postal Service)	Physical Address (via delivery service, UPS, FedEx, etc.)
NC DWR, 401 & Buffer Permitting Unit 1650 Mail Service Center Raleigh, NC 27699-1650	NC DWR, 401 & Buffer Permitting Unit 512 North Salisbury Street Raleigh, NC 27604

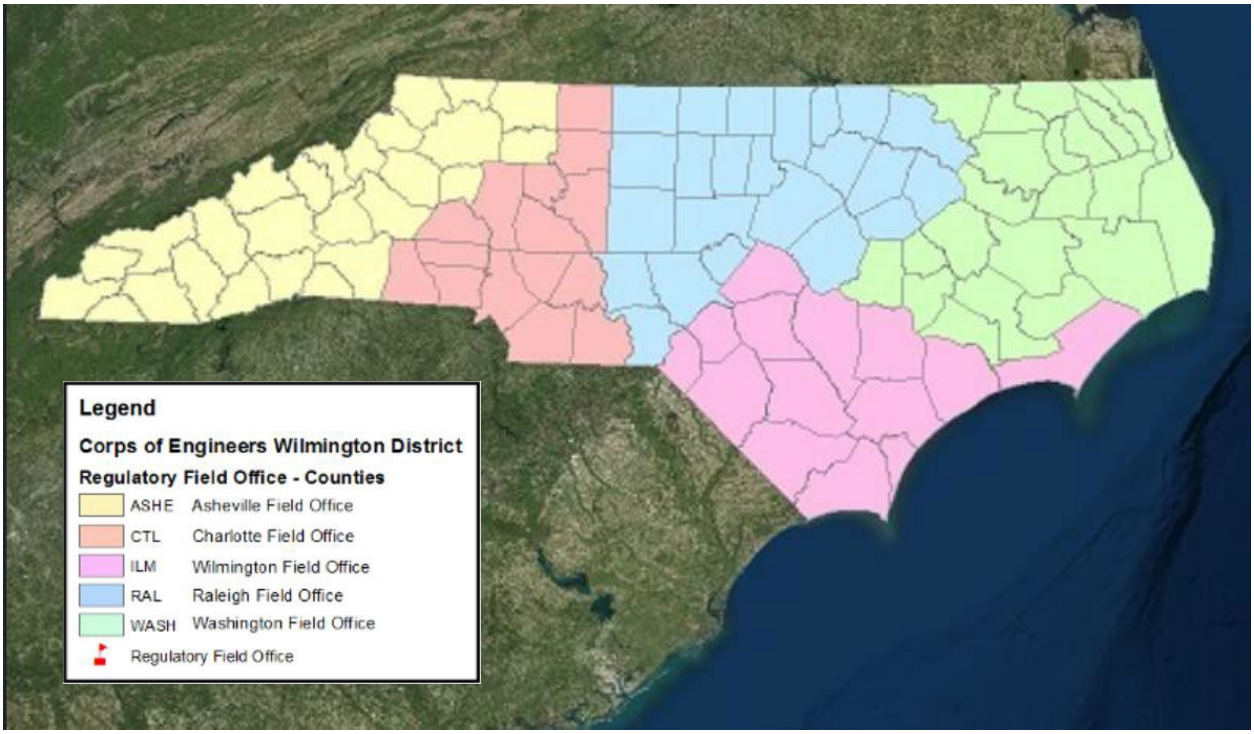
Links for NC DWR Regional Office staff for non-DOT projects can be found on the 401 & Buffer Permitting Contacts webpage: https://deq.nc.gov/about/divisions/water-resources/water-quality-permitting/401-buffer-permitting/401-buffer-permitting-contacts.

Number of Copies Required for DWR:

Provide one complete PCN Application and supporting documentation. Please include copies of all plans and attachments that are no larger than 11 x 17 inches.

Corps Permits:

PCN Forms are processed at each Corps Field Office for the counties in which the activity is proposed. The map and list show the counties that are served by each Corps field office. Staff emails and phone numbers by NC county may be found here: https://saw-reg.usace.army.mil/FO/PMList(20220103).pdf.



US Army Corps of Engineers
Wilmington District
Regulatory Program Contacts

Corps Field Office*	**Counties Served**				
Asheville Regulatory Field Office US Army Corps of Engineers 151 Patton Avenue - Room 208 Asheville, NC 28801-5006 Telephone: (828) 271-7980 Fax: (828) 281-8120	Alexander Alleghany Ashe Avery Buncombe	Burke Caldwell Cherokee Clay Graham	Haywood Henderson Jackson Macon Madison	McDowell Mitchell Polk Rutherford Swain	Transylvania Watauga Yancey
Charlotte Regulatory Field Office* **Please use the Asheville Field Office contacts for the Charlotte Regulatory Field Office until further notice.*	Anson Cabarrus Catawba	Cleveland Davidson Davie	Forsyth Gaston Iredell	Lincoln Mecklenburg Stanley	Stokes Rowan Union

Raleigh Regulatory Field Office US Army Corps of Engineers 3331 Heritage Trade Drive - Suite 105 Wake Forest, NC 27587 Telephone: (919) 554-4884 Fax: (919) 562-0421	Alamance Caswell Chatham Durham Edgecombe	Franklin Granville Guilford Halifax Johnston	Lee Nash Northampton Orange Person	Randolph Rockingham Surry Vance Wake	Warren Wilkes Wilson Yadkin
Washington Regulatory Field Office US Army Corps of Engineers 2407 West 5th Street Washington, NC 27889 Telephone: (910) 251-4610 Fax: (252) 975-1399	Beaufort Bertie Camden Chowan Craven	Currituck Dare Gates Green Hertford	Carteret* Hyde Jones Lenoir Martin *Croatan National Forest Only	Pamlico Pasquotank Perquimans Pitt Tyrrell	Washington Wayne
Wilmington Regulatory Field Office US Army Corps of Engineers 69 Darlington Avenue Wilmington, NC 28403 Telephone: (910) 251-4811 Fax: (910) 251-4025	Bladen Brunswick Carteret Columbus	Cumberland Duplin Harnett Hoke	Montgomery Moore New Hanover Onslow	Pender Richmond Robeson Sampson	Scotland

Number of Copies Required for Corps:
Provide one complete PCN Application and supporting documentation. Copies of all plans and attachments for the administrative record must be no larger than 11 x 17 inches. Please contact the Corps project manager for the county in which the work is proposed to see if materials can be sent electronically or if "working copies" of oversized maps are requested to assist the project manager to help process the application.

Specific Reporting Requirements:
There are specific reporting requirements for projects located in counties that have trout waters, coastal counties, and western NC counties, as well as specific drainage basins covered by state riparian buffer rules.

Counties with "Trout Waters" Require Additional Coordination:
The NC Wildlife Resources Commission can help determine if your project may impact trout waters. If your project is within a trout county listed below, you must send a copy of your PCN to WRC to assess potential impacts to trout waters.

If your project is in a trout county: Alleghany, Ashe, Avery, Buncombe, Burke, Caldwell, Cherokee, Clay, Graham, Haywood, Henderson, Jackson, Macon, Madison, McDowell, Mitchell, Polk, Rutherford, Stokes, Surry, Swain, Transylvania, Watauga, Wilkes County, or Yancey County, send a copy of your PCN to:

Mountain Region Coordinator
20830 Great Smoky Mtn. Expressway
Waynesville, NC 28786

Telephone: (828) 452-2546
Fax: (828) 452-7772

Coastal Counties with "Areas of Environmental Concern" Require Additional Coordination:
If your proposed project is in a coastal county, you need to check to see if the work is in an "Area of Environmental Concern" and requires a CAMA permit. If the project occurs in any of North Carolina's twenty coastal counties: Beaufort, Bertie, Brunswick, Camden, Carteret, Chowan, Currituck, Craven, Dare, Gates, Hertford, Hyde, New Hanover, Onslow, Pamlico, Pasquotank, Pender, Perquimans, Tyrrell or Washington counties, you need to determine if a CAMA permit is required for your project.

Contact the North Carolina Division of Coastal Management (DCM) for help. DCM will determine if the project is within a designated Area of Environmental Concern, in which case you must apply directly to DCM for a CAMA permit. DCM and the Corps share a joint permit application for CAMA permits. Many CAMA permits do not require completing a PCN.

NC Division of Coastal Management
400 Commerce Avenue
Morehead City, NC 28557-3421

Telephone: (252) 808-2808
Fax: (252) 247-3330

Projects within river basins with NC Riparian Buffer protection:
If your project is located within the Neuse, Tar-Pamlico, or Catawba River Basins or Randleman Goose Creek or Jordan watersheds you must ensure you are meeting the requirements for diffuse flow provisions set out in the North Carolina Administrative Code. Specific requirements for each river basin are located at the following website (https://deq.nc.gov/node/7907/#StatutesRules_RiparianBuffers)

Western counties with US FWS designated critical aquatic watersheds:
All Corps permits require you to check to ensure that no state or federally protected plant, animal or ecological community is adversely impacted by your proposed project.

If your project is in the following counties: Avery, Cherokee, Forsyth, Graham, Haywood, Henderson, Jackson, Macon Mecklenburg, Mitchell, Stokes, Surry, Swain, Transylvania, Union and Yancey, you must send an advance copy of your PCN to the Asheville Field Office of the US Fish and Wildlife Center for review to ensure there will be no adverse impacts to critical aquatic habitats as a result of your project.

Send your PCN package to:

The US Fish and Wildlife Service
160 Zillicoa Street
Asheville, North Carolina 28801
Telephone: (828) 258-3939

Section A. Applicant Information Instructions-
Please note that information provided in this help document is substantially similar for both the electronic and fillable form versions of the PCN. However, the questions and their order may not track exactly according what is applicable to your specific project and the answers you provide.

Processing Information – By completing these fields accurately, we can determine how your application will be reviewed.

Is this an ARPA project? (an ARPA project is funded by the American Recovery Plan Act). If the project is funded through ARPA, please check yes.
If yes, please indicate the project number found on the "Letter of Intent Fund (LOIF) pr "Offer and Acceptance Letter". If you need further assistance regarding your DWI ARPA funding project number, please contact Cores Basinger at corey.basinger@deq.ng.gov for further assistance.

1a. Type(s) of approval sought from the Corps:

How do I know if my parcel has wetlands or waters on it that are regulated by the Corps?
Not all waters or wetlands are regulated by the Corps. To find out how this process is done, and to learn about how to survey your property for waters and wetlands, visit the Corps website section on Jurisdictional Determinations: https://www.saw.usace.army.mil/Missions/Regulatory-Permit-Program/Jurisdiction/.

Section 404 Permit - the discharge of dredged or fill material into all waters of the United States, including wetlands, as regulated under the Clean Water Act. Typical activities requiring Section 404 permits are: Depositing of fill or dredged material in waters of the US or adjacent wetlands, site development fill for residential, commercial, or recreational developments, construction of revetments, culvert placement, groins, breakwaters, levees, dams, dikes, and weirs, or placement of riprap and road fills.

Section 10 Permit - the construction of any structure in or over any navigable water of the United States, as regulated under the Rivers and Harbors Act. Activities such as dredging, construction of docks and bulkheads and placing navigation aids require review under Section 10 to ensure that they will not cause an obstruction to navigation. Typical activities requiring Section 10 permits are: construction of piers, wharves, bulkheads, dolphins, marinas, ramps, floats intake structures, and cable or pipeline crossings or dredging and excavation.

1b-c. Type of Corps Permit, Specify Nationwide Permit (NWP) number or General Permit (GP) number:
To review the requirements for the use of Nationwide, Regional or General permits, and to determine which permit applies to your project, go to the Corps website:
https://www.saw.usace.army.mil/Missions/Regulatory-Permit-Program/Permits/NationwidePermits/

Need more information on nationwide permits?
https://www.saw.usace.army.mil/Missions/Regulatory-Permit-Program/Permits/2017-Nationwide-Permits/

Need more information on general permits?
https://www.saw.usace.army.mil/Missions/Regulatory-Permit-Program/Permits/Regional-General-Permits/

You may also use the Corps website to obtain the name, email and phone number for a Corps project manager for each county in North Carolina as well as additional information regarding the identification and regulation of wetlands, streams and other waters: https://www.saw.usace.army.mil/Missions/Regulatory-Permit-Program/Contact/ https://saw-reg.usace.army.mil/FO/PMList(20220103).pdf.

The Corps determines which Nationwide, Regional, or General Permit is required. The DWR issues a corresponding Certification (General or Individual) based on the permit type issued by the Corps. Until a Corps permit type can be determined, DWR will not be able to tell you what type of Water Quality Certification will be required. The DWR's 401 & Buffer Permitting Unit website (https://deq.nc.gov/about/divisions/water-resources/water-quality-permitting/401-buffer-permitting-branch) details the current requirements for the 401 Water Quality Certification Program and whether or not Riparian Buffer Rules are applicable. You should read the full text of the General Certification (GC) matching the specific 404 Permit requested. In some cases, you will not have to get written approval for General Certifications, provided that you meet all of the conditions of the GC. (https://deq.nc.gov/about/divisions/water-resources/water-quality-permitting/401-buffer-permitting/general-certifications)

For DWR submittals, provide a copy of your 404 written approval from the Corps if it has been issued.

1d. Type(s) of approval sought from the DWR (check all that apply):
If your project requires a Section 404 permit from the Corps, then it generally requires a 401 Water Quality Certification from the DWR. Those applicants checking the Express 401 Water Quality Certification box are verifying that they have been accepted into Express Review. For Express review requirements and procedures, refer to the following website: https://deq.nc.gov/about/divisions/water-resources/water-quality-permitting/401-buffer-permitting/401-isolated-wetlands-waters-program-401-stormwater#Express.

Non-404 Jurisdictional General Permits are for jurisdictional Waters of the State (including wetlands and streams) that are not regulated under Section 404. Riparian Buffer Authorizations may be required for impacts to riparian buffers in the Neuse, Tar-Pamlico, Catawba, Randleman, Goose Creek, Jordan, and any other River Basin or watershed approved for buffer protection in the NC Administrative Code (15A NCAC 02B).

1e. Is this notification solely for the record because written approval is not required?
If the "Yes" box has been checked (either for DWR or the Corps), ensure that your project impacts are indeed under the threshold for the permit that is being applied for. If the applicant is unsure of which box to check after reviewing the NW or GC, call the DWR Central Office at 919-807-6300 (for DWR thresholds) or your local Corps field office (https://www.saw.usace.army.mil/Missions/Regulatory-Permit-Program/Contact/) to avoid unnecessary project delays. If the 401 Water Quality Certification

box is checked in item A.1d, then it is assumed by DWR that you are seeking written concurrence and are not simply submitting a notification for the record.

1g. Is payment into a mitigation bank or in-lieu fee program proposed for mitigation of impacts? If so, attach the acceptance letter from the mitigation bank or in-lieu fee program.
The Corps determines mitigation amounts and ratios (if applicable) for Section 404 jurisdictional features in all projects requiring a Section 404 permit. Information on mitigation options can be viewed at the U.S. Army Corps of Engineers Mitigation Web Site:
http://www.saw.usace.army.mil/Missions/RegulatoryPermitProgram/Mitigation.aspx

In accordance with 15A NCAC 02H .0506(c) and 15A NCAC 02H .1305(c), the DWR requires compensatory mitigation for losses of streams and wetlands (404 jurisdictional wetlands as well as isolated and other non-404 jurisdictional wetlands) as follows:

- For linear public transportation projects, mitigation shall be required for impacts equal to or exceeding 300 linear feet per perennial stream or 0.10 acre of wetlands.
- For all other projects, mitigation shall be required for impacts equal to or exceeding 300 linear feet of perennial streams or impacts equal to or exceeding 0.10 acre of wetlands.

Compensatory stream mitigation shall be required at a 1:1 ratio for all perennial and intermittent stream impacts in watersheds classified as ORW, HQW, Trout, WS-I and WS-II.

Buffer Mitigation may be required for any project with State Regulated Riparian Buffer Rules in effect at the time of application for buffer impacts resulting from activities classified as "Allowable with Mitigation Upon Authorization" within the Table of Uses section of the Buffer Rules or require a variance or an exception under the Buffer Rules. See DWR's Riparian Buffer Protection Program webpage for more information: https://deq.nc.gov/about/divisions/water-resources/water-quality-permitting/401-buffer-permitting/riparian-buffer-protection-program

The DWR and Corps will accept permittee responsible mitigation, payments into an in-lieu fee program (for North Carolina, this program is administered by the Division of Mitigation Services or NCDMS) or credit purchase from a mitigation bank. Mitigation design and monitoring protocols shall follow the most current Corps Wilmington District Stream Mitigation Guidelines. Compensatory mitigation plans shall be submitted for written DWR and Corps approval as required in those protocols. See:
http://www.saw.usace.army.mil/Missions/RegulatoryPermitProgram/Mitigation.aspx

If mitigation is proposed through an in-lieu fee program (NCDMS) or a private mitigation bank, the acceptance letter from NCDMS or the mitigation bank must be included in the application package specifying that they have the appropriate number of credits that your project requires. More information about NCDMS in-lieu fee program can be found at:
https://deq.nc.gov/about/divisions/mitigation-services

1h. Is the project located in any of NC's twenty coastal counties?

A list of the 20 Coastal Counties can be found at: https://deq.nc.gov/about/divisions/coastal-management/about-coastal-management/cama-counties.

1i. Is the project located within a NC DCM Area of Environmental Concern (AEC)?
To learn more about AECs and CAMA permits, visit the NC Division of Coastal Management's web site: https://deq.nc.gov/about/divisions/division-coastal-management. Contact information for the NC DCM representative for your project area can be found at: https://deq.nc.gov/about/divisions/coastal-management/coastal-management-permits/local-permit-officers

1j. Is the project located in a designated trout watershed?
The NC Wildlife Resources Commission (WRC)can help determine if your project may impact trout waters. If your project is within a trout (Alleghany, Ashe, Avery, Buncombe, Burke, Caldwell, Cherokee, Clay, Graham, Haywood, Henderson, Jackson, Macon, Madison, McDowell, Mitchell, Polk, Rutherford, Stokes, Surry, Swain, Transylvania, Watauga, Wilkes County, or Yancey County) you must send a copy of your PCN to WRC's Mountain Region Coordinator to assess potential impacts to trout waters.

Mountain Region Coordinator
20830 Great Smoky Mtn. Expressway
Waynesville, NC 28786

Telephone: (828) 452-2546
Fax: (828) 452-7772

B. Application Information
1a. Primary Contact:
You must identify an individual as the primary contact and responsible party for the proposed project. This may be the owner or an applicant other than the owner. If the land is owned by a corporation, a corporate officer with signing authority for the corporation must provide written authorization for the designated individual to represent the corporate interests. The authorization letter must be included with the PCN for the application to be considered complete by DWR. (http://www.saw.usace.army.mil/Portals/59/docs/regulatory/regdocs/Permits/SAMPLE_AGENT_AUTHORIZATION_FORM.pdf)

1b-c. Contact information (Self-explanatory)

1d-e. Applicant is:
Specify if the owner or applicant other than owner (or both) are applying and if there is an agent or consultant for the project.

2. Landowner Information – Although the agencies will communicate with the individual(s) listed as applicant on the PCN, the owner receives the original of all communications. The permit/certification must be issued to the legal owner of the property.

2a. Name on Recorded Deed:
A responsible individual must be identified for the proposed project, even if it is a corporate effort.

2b. Deed Book and Page Number:
This field cannot be left blank unless this project is a municipal or NCDOT project.

2c. Contact Person (for corporations)
Provide responsible party if the owner is a corporation.

2d-2g. Address information (Self-explanatory)

3. Applicant Information - You may choose to hire a consultant or agent to assist you with securing the necessary permits for your project; however, the agencies may not communicate with anyone other than the owner about your property or project unless the owner has provided written authorization for us to work with the applicant or agent/consultant. The Corps Agent Authorization Form will satisfy this requirement for both agencies. (See the sample form on the web: http://www.saw.usace.army.mil/Portals/59/docs/regulatory/regdocs/Permits/SAMPLE_AGENT_AUTHORIZATION_FORM.pdf)

3a. Name of applicant:
The applicant, if different from the owner of the property of the proposed project.

3b. Business Name (if applicable) - (Self-explanatory)

3c-f. Address information

4. Agent/Consultant Information - If you list an agent or consultant as the applicant, you must include an agent authorization letter with your PCN application for it to be considered complete. A signed and dated copy of an Agent Authorization letter must be attached if the Agent has signatory authority for the owner/applicant.
(http://www.saw.usace.army.mil/Portals/59/docs/regulatory/regdocs/Permits/SAMPLE_AGENT_AUTHORIZATION_FORM.pdf)

4a-f. Name, Business Name, Address information (Self-explanatory)

C. Project Information and Prior Project History Instructions

1. Project Information - These fields will help us identify your project and direct it to the correct Corps or agency project manager for review and cataloguing.

1a. Name of project:
If your project has a formal name, please use this. If your project does not have a formal name, please identify your project by the owner name and proposed activity (Jones Property Access Road, Smith

Guest House, etc.) List in parentheses any other names that have been used to identify the project in the past.

2b. Subdivision name:
Identify if the applicable project is in a named subdivision.

1c. Nearest municipality / town:
Name of nearest city or town.

2. Property Identification

2a. Property identification no. (Tax PIN or parcel ID):
List the identifying tax ID, parcel ID or PIN (whichever is the primary identifying information for real estate tax purposes in the county in which your property is located). This information can frequently be found online through your county tax records or on a real estate tax invoice for the property, or from the local County tax assessor's office or register of deeds. Some counties have interactive GIS maps that show the property identification numbers as well.

> NC OneMap link to find tax parcel ID information: https://www.nconemap.gov/pages/parcels
> Or NC County GIS Data from NCSU: http://www.lib.ncsu.edu/gis/counties.html

2b. Property size:
This information can be found on a property survey, plat, or from tax parcel records. List in acres (or fraction of an acre). If the project is a phased project, then list the acres by phase. For example, if the permit is requested for Phase I of a two phase project, then the entry might read, "Phase 1 = 34.5 acres out of total project area of 74.5 acres".

2c. Project Address (Self-Explanatory)

2d. Site coordinates (in decimal degrees):
The site coordinates are necessary so the agencies can accurately locate and analyze impacts from your proposed project. For linear projects, such as roads or utility lines, attach a sheet that separately lists the coordinates for each crossing of a waterbody. For a single coordinate, clearly label the location in which this coordinate was taken on attached site maps.

Site coordinates can be obtained from maps, surveys, or from GPS devices. Coordinates should be written as latitude and longitude and expressed in decimal degrees.

About decimal degrees: Decimal degrees (DD) express latitude and longitude geographic coordinates as decimal fractions. The convention is to express decimal degrees of latitude first, and then decimal degrees of longitude.

For example, the decimal degree representation of the location of the United States Capitol is "38.889722 latitude and -77.008889 longitude". The latitude coordinates for NC fall between 36.617520 on the north and 33.723370 on the southernmost border. All longitudinal coordinates in North Carolina are negative. The longitude coordinates for NC fall between -75.416567 on the east and -84.421925 on the western border.

Decimals must be carried out to enough places to correctly reflect the reported accuracy. In order to reflect accuracy within about 100 feet, latitude and longitude coordinates should be carried out to at least 4 places for decimal degrees. A coordinate stored with 6 decimal places reflects an accuracy of approximately 1 inch or better, and can only be obtained with a GPS or precise surveying tool.

There are many conversion programs available to convert from traditional "degrees/minutes/seconds" to decimal degrees. Here is one online site: https://www.fcc.gov/media/radio/dms-decimal

About "geocoding": If you know the address of the proposed activity, you can "geocode" (which is converting street addresses or other locations to latitude and longitude) the address to coordinates. This link is to one of many online geocoding resources: http://www.gpsvisualizer.com/geocoding.html

3. Surface Waters

3a. Name of nearest body of water to proposed project:
The nearest named body of water can be found by looking on the 1:24,000 USGS Topographic map for the project. Topo maps may be found at: https://ngmdb.usgs.gov/topoview/viewer/#8/35.364/-79.829
You may also reference DWR's NC Surface Water Classifications Map: http://ncdenr.maps.arcgis.com/apps/webappviewer/index.html?id=6e125ad7628f494694e259c80dd64265.
If a creek or other waterbody does not have a known name, please identify it as an "Unnamed tributary to ____" and list the nearest named stream to which it drains.

3b. Water Quality Classification of nearest receiving water:
Surface Water Classifications are designations applied to surface water bodies, such as streams, rivers and lakes, which define the best uses to be protected within these waters (for example swimming, fishing, drinking water supply) and carry with them an associated set of water quality standards to protect those uses. Surface water classifications are one tool that state and federal agencies use to manage and protect all streams, rivers, lakes, and other surface waters in North Carolina. Visit this web page to learn more about water classifications in North Carolina and look-up tools for waters in each major river basin: https://deq.nc.gov/about/divisions/water-resources/planning/classification-standards/classifications.

3c. River basin:
This must be one of NC's 17 designated major river basins. You search an address from this statewide basin map:

https://ncdenr.maps.arcgis.com/apps/PublicInformation/index.html?appid=f82f583438e74bf29adcc76247381eee.

3d. 12-Digit HUC

Provide the 12-digit Hydrologic Unit Code (HUC for the project location. Use this "Find your HUC" Map to find the HUC assigned to a particular area: http://ncdenr.maps.arcgis.com/apps/PublicInformation/index.html?appid=ad3a85a0c6d644a0b97cd069db238ac3. The map includes 8-digit (subbasins), 10-digit (watersheds), and 12-digit (subwatersheds) HUC levels:

4. Project Description and History

4a. Describe the existing conditions on the site and the general land use in the vicinity of the project at the time of this application:

Use the land cover and use classifications adopted by North Carolina for mapping (A Standard Classification System for the Mapping of Land Use and Land Cover, State of North Carolina Governor's Office of State Planning, Center for Geographic Information and Analysis, January 1994). Select the most appropriate category (or multiple categories) that describes the property in its current state. This classification is available online: https://files.nc.gov/ncdit/documents/files/LandUse-LandCover-Standard-1994.pdf.

Add any descriptions to the standard classification that will help the agencies understand more about the condition of the property.

4b. Have permits or certifications been requested or obtained for this project (including all prior phases) in the past?

This includes 404 permits, 401 Certifications, Riparian Buffer Authorizations, Isolated Wetland (non-404 General) Permits, and State and local stormwater management plans. Include the Corps Action ID Number, DWR Project Number, application date, and dates permits and certifications were issued or withdrawn. Provide copies of previously issued permits, certifications or other useful information. Describe previously approved wetland, stream and buffer impacts, along with associated mitigation (where applicable). If this is an NCDOT project, list and describe permits issued for prior segments of the same T.I.P. project, along with construction schedules.

4b2-c. Has any portion of the work completed? Other certifications or approvals/ denials from other agencies for work described in the application?

Provide any additional permitting history or associated activities for the site/ project.

4d-e. Attach an 8½ x 11 excerpt from the most recent version of the USGS topographic map indicating the location of the project site and published County NRCS Soil Survey maps for the project site:

USGS maps may be found via the Map Locator at the USGS Store at: https://store.usgs.gov/map-locator. (Tip: Enter an address in the search bar or navigate to the location, click the blue location pin, click "view products", then "view pdf" to download a .pdf file of the selected location.) You may also consult other

resources such as NC One Map: https://ngmdb.usgs.gov/topoview/viewer/#8/35.364/-79.829. The latitude and longitude of your site may also be found on these websites.

Natural Resources Conservation Service (NRCS) Soil Surveys for North Carolina Counties may be found at https://www.nrcs.usda.gov/wps/portal/nrcs/surveylist/soils/survey/state/?stateId=NC. *(*Use MS Internet Explorer for best results.*) Use this table to determine the **most recent published** version of the survey (the latest date for the county listing that has "yes" noted in the "Archived PDF Online" column) and download the survey. (Tip: click "County" for the appropriate county and date, then "Manuscript" for the link to the online survey. Click "index to Map Sheets", then select the sheet/ numbered box containing the desired location to view map options within the county.) You may also contact your local NRCS office for a paper version of your County's Soil Survey. Contact information for local offices may be found by county at: https://offices.sc.egov.usda.gov/locator/app?service=page/CountyMap&state=NC&stateName=North%20Carolina&stateCode=37. The "Web Soil Survey" may not be used for the purpose of the riparian buffer rules.

If you are unable to locate either of these maps, please contact your DWR Regional Office for assistance.

4f. List the total estimated acreage of all existing wetlands on the property:
(404 jurisdictional and non-404 jurisdictional) In order to estimate the wetland acreage on the site, a wetland delineation of the property should be conducted and submitted to the Corps. A jurisdictional determination (either preliminary or finalized) should list 404 and non-404 wetlands on property.

4g. List the total estimated linear feet of all existing streams (intermittent and perennial) on the property:
If Corps determinations differ from DWR determinations of the streams on the site, list the lengths for both agencies (e.g., DWR: 1,050 linear feet intermittent, 200 linear feet perennial - Corps: 750 linear feet intermittent, 200 linear feet perennial).

4g1. List the total estimated acreage of all existing open water on the property:
This includes lakes and ponds with standing water

4h. Explain the purpose of the proposed project:
This can be a simple explanation, but it is critically important because the purpose dictates how alternatives to your proposed work are considered. Provide a clear, concise description of the primary goals of the proposed project (usually no more than one or two sentences); for example: build a driveway to access a new single-family residence.

4i-j. Describe the overall project in detail, including the type of equipment to be used:
Fully describe the project and what is planned to occur. Explain any site-specific constraints that may exist on the property that will affect how your project is built. Also list any special or unique equipment here that may be used on the project. Attach project drawings/ site diagrams/ depictions of impact areas.

4k. Describe dredging activities in detail, if planned, at the site

5. Jurisdictional Determinations

5a. Have jurisdictional wetland or stream determinations by the Corps or State been requested or obtained for this project (including all prior phases) in the past?
Learn more about jurisdictional determinations by visiting the Corps web site at:
http://www.saw.usace.army.mil/Missions/RegulatoryPermitProgram/Jurisdiction.aspx

5b. If the Corps made the jurisdictional determination, what type of determination was made?
In June 2008, Corps issued guidance on the use of preliminary jurisdictional determinations (JD), when a permit applicant may opt to receive a preliminary JD instead of an approved JD, and what must be done in each case. Information on Obtaining Jurisdictional Determination may be found here: https://saw-reg.usace.army.mil/JD/OBTAINING_A_JD_17-07.pdf

5c. If yes, who delineated the jurisdictional areas?
Provide the name and organization of the person or persons who delineated the jurisdictional areas.

5d. If yes, list the dates of the Corps jurisdictional determinations or State determinations and attach documentation.
Provide the dates and attach copies of the JD or DWR letter.

6. Future Project Plans

6a. Is this a phased project?
Some construction and development projects are divided into smaller, manageable parts for logistical or economic reasons. If this application is for a phased project, the owner must get Corps approval in the context of how the project will be phased.

6b. If yes, explain.
Clearly describe each phased project and provide a proposed timeframe for completion of each phase. Provide a site plan that clearly depicts the boundaries of each proposed phase. Include information if the project has undergone review through a master planning process for a municipality.

7. Addresses of adjoining property owners, lessees, etc. whose property adjoins the waterbody
Provide information as requested

8. Scheduling of activity:
Detail the activities as planned in as accurate a timeline as possible.

D. Proposed Impacts Inventory Instructions

1. Impacts Summary

1a. Which sections were completed below for your project (check all that apply):
Identify if the proposed project will have an effect and you have completed the sections in part C on the PCN form on wetlands, open waters, streams, protected riparian buffers, or if you propose to construct a pond.

2. Wetland Impacts - Are there wetland impacts proposed on the site? Complete this section if there are proposed impacts to wetlands and complete the wetland impact table. (If no, continue to next question.) For each wetland impacted, complete a separate row on the table. If there are more than six wetlands impacted, attach a separate sheet containing all the information requested.

2a. Wetland impact number:
Each wetland impacted must be identified on a location map (W1, W2, W3, etc.) and included in this table. If you have more than 15 wetland areas impacted, submit an additional sheet with a table listing the additional impacts.

2a1. Type of impact:
The most common types of impacts are: fill, flooding, excavation, land clearing, draining, conversion, or culverts. If your project proposes another type of impact, please list.

2b. Duration:

- *Temporary impacts* – a change in the aquatic environment (generally during the construction of a project) that is of sufficiently short duration to have no (or only minimal) impacts to the ecology of the area, and within a reasonably short duration will restore to its original, pre-construction function.
- *Permanent impacts* - if the fill or alteration of the wetland will result in a post construction loss or change in ecosystem type. (For example, if a forested wetland is cleared for construction and is kept clear post-construction, it will still be a permanent impact because of the change in ecosystem type, even though the land cover may still be wetland.)

2c. Type of wetland: (if known)
Identify which type of wetland will be impacted for each wetland listed on your map. NC WAM recognizes 16 general wetland types for North Carolina (bottomland hardwood forest, riverine swamp forest, headwater wetland, floodplain pool, pocosin, hardwood flat, pine flat, pine savanna, small-basin wetland, non-riverine swamp forest, mountain bog, seep, non-tidal freshwater marsh, tidal freshwater marsh, salt/brackish marsh, and estuarine woody wetland)
More information can be found at: https://deq.nc.gov/about/divisions/water-resources/data-resources/ncwam-manual
This page contains links to documents and a key that can be used to classify wetland types.

2e. Forested: Please identify (Yes or No):

Identify (yes) if the wetland is currently forested.

2e. Type of jurisdiction:
If it is a 404 wetland, check “Corps”. If it is a non-404 wetland, check “DWR “.

2f. Area of impact (acres):
Calculate to the nearest 0.01 (hundredth) acre.

2g1-2. Total temporary/ permanent impacts:
Add all the temporary and all the permanent impacts and calculate the total for each category. Note: If impacts are separated into DWR and Corps impacts, then specify the total impacts for each (e.g. Corps: 0.35 / DWR: 0.41)

2g3. Total wetland impacts:
Add all of the proposed impacts to calculate the total. Note: If impacts are separated into DWR and Corps impacts, then specify the total impacts for each (e.g. Corps: 0.35 / DWR: 0.41)

2h. Type(s) and amounts (in cubic yards) of material being discharged: (Self-explanatory)

2i. Comments:
Explain any items that may need clarification or that do not fit perfectly into the table.

3. Stream Impacts – Are there stream impacts proposed on the site? Complete this section if there are proposed impacts to perennial or intermittent streams (including temporary impacts). (If no, continue to question 4.) For each stream section impacted, complete a separate row on the table. If there are more than six distinct stream impacts, attach a separate sheet containing all of the information requested.

List by Stream impact number:
Each stream impacted must be identified on a location map (S1, S2, S3, etc.) and included in this table. If you have more than 20 stream impacts, submit an additional sheet with a table listing the additional impacts. For linear projects, such as roads or utility lines, attach a sheet that separately lists the coordinates for each crossing of a stream.

3a. Impact Reason: (Self-explanatory)

3b. Impact Duration:

- *Temporary impacts* – a change in the aquatic environment (generally during the construction of a project) that is of sufficiently short duration to have no (or only minimal) impacts to the ecology of the area, and within a reasonably short duration will restore to its original, pre-construction morphology and function.
- *Permanent impacts* - if the fill or alteration of the stream will result in a post construction loss or change in stream morphology and function.

3c. Type of impact:
The most common types of impacts to streams include, but are not limited to:
placement of fill, culverts (& associated dissipation devices), dam construction, flooding, excavation, stabilization (specify type: cement walls, rip-rap, crib walls, gabions, etc.); relocation (specify type: restoration, ditching, straightening, other). Note: If stream relocation is proposed, then attach plans and profiles showing the linear footprint for both the original and relocated streams.

3d. Stream Name:
Identify if the stream impacted is a named stream. If the stream impacted is an unnamed tributary (UT) please identify this as UT1, UT2, etc. (e.g., UT1 to Swift Creek) to number the tributaries to the closest downstream named stream.

3e. Steam Type:
Identify if the proposed impact is in a perennial or intermittent stream. Note the difference between Corps and DWR definitions. If the stream only meets one agency definition and not both, note this in the comments.

DWR Definitions:
A perennial stream means a well-defined channel that contains water year-round during a year of normal rainfall with the aquatic bed located below the water table for most of the year. Groundwater is the primary source of water for a perennial stream, but it also carries stormwater runoff. A perennial stream exhibits the typical biological, hydrological, and physical characteristics commonly associated with the continuous conveyance of water. 15A NCAC 02B .0233(2)(i)

An intermittent stream means a well-defined channel that contains water for only part of the year, typically during winter and spring when the aquatic bed is below the water table. The flow may be heavily supplemented by stormwater runoff. An intermittent stream often lacks the biological and hydrological characteristics commonly associated with the conveyance of water. 15A NCAC 02B .0233(2)(g)

Corps Definitions:
A perennial stream has a well-defined channel that contains flowing water year-round during a typical year of normal rainfall. The aquatic bed is located below the water table for most of the year. Groundwater is the primary source of water for a perennial stream, but it also carries precipitation run off. Perennial streams support a diverse aquatic community of organisms year-round and are typically the streams that support major fisheries. (65 FR 12898).

An intermittent stream has flowing water during certain times of the year, when ground water provides water for stream flow. During dry periods, intermittent streams may not have flowing water. Runoff from precipitation is a supplemental source of water for stream flow. (65 FR

12898). The biological community of intermittent streams is composed of species that are aquatic during a part of their life history or move to perennial water sources

3f. Type of jurisdiction (Corps -404, DWR – non-404, other):
If it is a 404 jurisdictional stream, check the Corps box. If it is a non-404 jurisdictional stream (deemed not jurisdictional by the Corps but considered a stream by DWR – such as an isolated stream), check the DWR box.

3g. Average stream width (feet):
Average stream width should be measured across the channel at the ordinary high-water mark or bank full bench. This should be field measured at the impact location.

3h. Impact length (linear feet):
The stream impact length should be measured along the centerline of the stream. When proposing a culvert, the impact length is generally greater than the length of the culvert and associated dissipater since the existing stream usually has some sinuosity (curvature).

3i1-4. Total stream and ditch impacts:
Add all the proposed impacts to calculate the totals for each category. (Note: if Corps and DWR totals are different, note different totals in comments.)

3i. Comments:
Explain any items that may need clarification or differences between DWR and Corps requirements that were input into the table.

4. Open Water Impacts - Are there open water impacts proposed on the site? Examples of "open waters" are lakes, ponds, estuaries, tributaries, sounds, the Atlantic Ocean. Complete this section if there are proposed impacts to open waters, complete the open water impact table. (If no, continue to question 5.)

4a. Open Water Impact Number:
Each open water impacted must be identified on a location map (O1, O2, O3, etc.) and included in this table. If you have more than 4 open waters impacted, submit an additional sheet with a table listing the additional impacts.

4a1. Reason for Impact: fill, excavation, dredging

4b. Impact Duration:
Permanent (P) or Temporary (T): Temporary impacts are a change in the open water (generally during the construction of a project) that is of sufficiently short duration to have minimal impacts to the ecology of the area, and within a reasonably short duration will restore to its original, pre-construction

function. Permanent impacts occur if the fill or alteration of the open water will result in a post construction loss or change in ecosystem type.

4c. Name of waterbody:
Enter the name of the waterbody as it is labeled on the USGS topographic map. If the open water impacted is unnamed, please use the label corresponding to the map or site plan.

4d. Type of activity:
Examples of impact types are: fill, excavation, dredging, flooding, drainage, bulkheads, bridge, causeway, other (specify).

4e. Waterbody type:
Waterbody types include: lake, pond, estuary, sound, bay, ocean, etc.

4f. Area of impact:
The total area should be calculated to the nearest 0.01 (hundredth) acre.

4f. Total open water impacts:
Add all the proposed impacts to calculate the total for each category.

4g. Comments:
Explain any items that may need clarification or that do not fit perfectly into the table.

5. Pond or Lake Construction - Complete this section if the project involves proposed construction of a pond or impoundment. Note: If a pond is being constructed solely to meet *State* stormwater requirements, then this section does not need to be filled out and the "No" box should be checked. However*, if a local government is requiring the pond for a local stormwater requirement*, then this section *does* need to be completed. If construction of a pond or lake is proposed, all associated wetland and stream impacts must be included above in the wetland and stream impact sections. Also, the proposed pond should be described here and illustrated on any maps included with this application. The impact numbers should correspond with those on your impact maps.

5a. Pond Identification Number:
The impact numbers should correspond with those on your impact maps. If you have more than two (2) constructed ponds or lakes, submit an additional sheet with a table listing the additional impacts. Note that the Corps has very stringent guidelines for any pond construction that will result in impacts to wetlands, streams, or waters. Consult the 2009, Corps of Engineers Wilmington District irrigation pond guidance for the construction of ponds or impoundments on their web site.

5b. Proposed use or purpose of proposed work:
Some example purposes of the proposed work include (e.g., livestock watering, irrigation, aesthetics, trout pond, local stormwater requirement, etc.).

5c. Wetland Impacts (acres):
Provide the total acreage to the nearest one-hundredth of an acre (e.g. 0.26 impacts (acres) for flooded wetlands, filled wetlands and excavated wetlands requested to construct the lake or pond.) Provide the total acreage to the nearest one-hundredth of an acre (e.g. 0.26 acres) when reporting flooded, filled or excavated wetlands. [Note that "Section C. 2. Wetlands Impacts" of the PCN form must also be completed if any wetlands are impacted.]

5d. Stream Impacts (feet):
Provide the total length (to the nearest foot) of stream impact for flooded stream, filled streams, and/ or excavated streams requested to construct the lake or pond. [Note that "Section C. 3. Stream Impacts" of the PCN Form must also be completed if any streams are impacted.

5e. Upland Impacts (acres):
Provide the total acreage to the nearest one-hundredth of an acre (e.g. 0.26 acres) that will be flooded to construct the lake or pond. [Note: This information is for DWR as the Corps does not regulate pond construction in uplands.]

5f. Total:
Add all of the proposed impacts to calculate the total.

5g. Comments:
Explain any items that may need clarification or that do not fit perfectly into the table.

5h. Is a dam high hazard permit required?
Check yes or no. If no, continue to next question.
If the dam height will exceed 15 feet and impounded water volume (at the dam crest) will exceed 10 acre-feet, or if the dam is deemed to be a high hazard structure that would cause significant property damage or loss of life upon failure, you are required to obtain two additional permits (one for construction and one for impoundment of water) from the North Carolina Department of Environment and Natural Resources (DENR) Dam Safety Program. To ensure that your pond will conform to all state laws, contact the DENR Dam Safety Program (919-707-9220) or the nearest regional DENR office before beginning construction. Also check to see if local county or municipal ordinances require additional permits.

5i. Expected pond surface area (acres):
This should be the combined total of the flooded wetland acres and flooded upland acres in the table (C.5.f) and identified to match project maps and plans.

5j. Size of pond watershed (acres):
Provide the size of the pond watershed (area in acres) that will be draining into the proposed pond or lake, measured from the outlet or dam of the lake.

5k. Method of construction:
Include dam, embankment, excavation, installation of draw-down valve or spillway, etc. in description.

6. Buffer Impacts - If the project will impact a State of North Carolina protected riparian buffer, then complete the chart below. If no, then continue to "Section D. Impact Justification and Mitigation" of the PCN Form. Some local municipalities have their own buffer protections on watersheds that are not protected by the State (the Corps does not administer riparian buffer rules). Local municipality buffer protections should not be listed.

6a. Project is in which protected State protected river basin?
List the name of the corresponding river basin or protected watershed: Neuse, Tar-Pamlico, Catawba, Randleman, or Other (Randleman, Goose Creek, Jordan, etc.):

6b. Impact Site Numbers:
The impact numbers should be labeled and correspond with those on your impact maps.

6b. Impact Type:
The reason for the impact should correspond with the categories in the river basin table of uses (if applicable), listed here: https://deq.nc.gov/node/7907/#StatutesRules_RiparianBuffers

6c. Impact Duration:
(P) permanent or (T) temporary for each buffer impact.

> *Temporary:* The only use categories that allow temporary impacts are for temporary roads and temporary sediment and erosion control devices. These impacts must correspond with those categories listed in the respective river basin table of uses, listed here: https://deq.nc.gov/node/7907/#StatutesRules_RiparianBuffers

6d. Stream name:
Enter the name of the stream adjacent to the buffer (i.e., the stream labeled on the USGS topographic map). If the stream has no name, then call it an unnamed tributary (UT) to the nearest named stream. If there are multiple unnamed tributaries to the same named stream on the site, then list them numerically (such as UT-1 to Swift Creek, UT-2 to Swift Creek, UT-1 to Davis Creek, etc.).

6e. Buffer mitigation required?
Please refer to the table of uses to determine if riparian buffer mitigation is required. In addition, DWR has a series of buffer clarification memos that you may consult for additional information: https://deq.nc.gov/about/divisions/water-resources/water-quality-permitting/401-buffer-permitting/riparian-buffer-protection-program. If you are unsure if mitigation is required or if the impacts are "allowable", please call the NC DWR 401/Buffer Coordinator (919) 707-3631.

6f. Zone 1 impact (square feet):

Zone 1 shall begin at the most landward limit of the top of bank or the rooted herbaceous vegetation and extend landward a distance of 30 feet on all sides of the surface water, measured horizontally on a line perpendicular to the surface water.

6g. Zone 2 impact (square feet):
Zone 2 shall begin at the outer edge of Zone 1 and extend landward 20 feet as measured horizontally on a line perpendicular to the surface water. The combined width of Zones 1 and 2 shall be 50 feet on all sides of the surface water. Ensure that the buffer impact is broken down by zones and is also enumerated by zone on your impact maps.

6h. Total buffer impacts:
Add all the proposed impacts to calculate the total for each category: temporary, permanent, combined.

6i. Comments:
Explain any items that may need clarification or that do not fit perfectly into the table and attach supporting documentation.

E. Impact Justification and Mitigation Instructions

By law, you must exhaust all reasonable measures to avoid impacts before you propose any impacts to protected aquatic environments, such as streams, wetlands, and open waters. In this section, you must provide a justification that explains how you minimized all proposed impacts. The justification must detail the design and proposed construction measures you took to avoid or minimize impacts. If the impacts are required by a local government or other agency, the claim must be supported with appropriate written documentation from the local government or other agency. Include relevant site constraints factors that shaped your design or construction choice, such as topography, building ordinances, and accessibility.

1. Avoidance and Minimization
1a. Specifically describe measures taken to avoid or minimize the proposed impacts in designing the project:
Minimizing and avoiding impacts should be a critical part of the design process. The following is a checklist of avoidance and minimization questions that DWR Staff often look for in applications. If the answer is "yes" to any of the below questions, then you should provide a specific justification addressing these issues as to why the impacts are necessary.

- Are there any stream crossings at angles less than 75 degrees or greater than 105 degrees?
- Are there any stream crossings that cross two streams above or at the confluence of those streams?
- Is any single stream crossed more than once?
- Can property access routes be moved or reduced to avoid stream, wetland, water, and buffer impacts?

- Can a building, parking lot, etc. be realigned to avoid impacts?
- Can the site layout be reconfigured to avoid impacts?
- Can headwalls or steeper side slopes be used safely to avoid/minimize impacts?
- Can a retaining wall be used safely to avoid/minimize impacts?
- Can cul-de-sacs be used in place of a crossing?
- Can lots be reshaped or have shared driveways to avoid impacts?

1b. Specifically describe measures taken to avoid or minimize the proposed impacts through construction techniques:

List all techniques and practices that you plan to use to avoid and minimize impacts from the construction of the project (e.g., scheduling issues to avoid certain time-specific aquatic impacts, erosion control measures, hand clearing versus use of heavy equipment, site access from high ground, pre-fabrication of materials in high ground to minimize time in sensitive environments, building elevated structures over wetlands or streams to transport equipment, etc.)

2. Compensatory Mitigation for Impacts to Waters of the U.S. or Waters of the State

Both the Corps and DWR can require compensatory mitigation for impacts to waters in North Carolina. The Corps determines the compensatory mitigation requirements for Waters of the US and DWR has the authority to require additional mitigation requirements. The DWR may also require compensatory mitigation on Waters of the State (that are not considered Waters of the US, such as isolated and other non-404 wetlands, isolated open waters, and isolated streams).

- Corps: Mitigation will be required when necessary to ensure that adverse effects to the environment are minimal. In addition, in the Wilmington District, as outlined in the NWP Regional Conditions, specific mitigation is required in special designation waters such as trout waters (section 2.7), and for streambed loss (see section D 3.1 & D 3.2). To learn more about Corps mitigation requirements, visit the Mitigation web site at: http://www.saw.usace.army.mil/Missions/RegulatoryPermitProgram/Mitigation.aspx

- DWR: Generally, mitigation may be required for projects involving impacts equal to or exceeding 300 linear feet of perennial streams or impacts equal to or exceeding 0.10 acre of wetlands. To learn more about NC DWR compensatory mitigation requirements, visit the mitigation website at: https://deq.nc.gov/about/divisions/water-resources/water-quality-permitting/401-buffer-permitting/stream-wetland-mitigation-program

Contact your regional Corps and DWR offices if you are unsure whether or not compensatory mitigation is required. An on-site meeting may be required to make this determination. For Corps permit applications, review the web links for nationwide permits and regional conditions (listed under section 2 instructions above) to determine if you need to propose mitigation measures for your project. Review the DWR general certification you are applying for to determine if any project specific mitigation thresholds are stated: https://deq.nc.gov/about/divisions/water-resources/water-quality-permitting/401-buffer-permitting/general-certifications

2a. If mitigation is required, by whom?
Mitigation may be required by DWR, the Corps, or by both agencies.

2b. If yes, which mitigation option will be used for this project?
Applicants must propose the type of mitigation that will be done to offset impacts. Mitigation options in NC include mitigation banks, in-lieu fee (payment to NC Division of Mitigation Services – DMS), or permittee-responsible mitigation. The Corps and DWR will accept mitigation that is most appropriate for the proposed project and to best offset adverse impacts.

[Important Note regarding 2008 changes to NC Mitigation laws: According to North Carolina Session Law 2008-152, Senate Bill 1885 (link listed below), applicants other than NCDOT may satisfy compensatory wetlands mitigation requirements by the following actions, if those actions meet or exceed the requirements of the United States Army Corps of Engineers:

(1) Participation in a private wetlands mitigation bank. – This option is only available in a hydrologic area where there is at least one private wetlands mitigation bank that has been (i) approved by the United States Army Corps of Engineers and that has available mitigation credit or (ii) approved by the North Carolina Division of Water Resources for resources regulated under the Neuse and Tar Pamlico rules and that has available mitigation credit. For purposes of this subdivision, "hydrologic area" means the eight-digit Hydrologic Unit Code where the mitigation bank is located.

(2) Payment of a fee established by the Department into the Ecosystem Restoration Fund established in G.S. 143 214.12. – This option is only available to an applicant if the option under subdivision (1) of this subsection is not available as an option.

(3) Donation of land to Division of Mitigation Services or to other public or private nonprofit conservation organizations as approved by the Department.

(4) Preparing and implementing a wetlands restoration plan.
http://www.ncleg.net/Sessions/2007/Bills/Senate/HTML/S1885v4.html

Note: Applicants must include the following documentation to support the answer checked on the PCN for proposed compensatory mitigation:

- Payment into an approved mitigation bank must include a receipt of payment and details of credits purchased. See section D.3 for detailed instructions and requirements regarding mitigation banks.
- In-lieu fee program (NCDMS, Riparian Buffer Restoration Fund, etc.) mitigation must include a written receipt and a confirmation document. See section D.4 for detailed instructions and requirements regarding in-lieu fee mitigation.
- Permittee-responsible mitigation must include a mitigation plan that accompanies this application. See section D.5 for detailed instructions and requirements regarding permittee-responsible mitigation.]

3. Mitigation Bank

If you are going to pay into a mitigation bank to meet your mitigation obligation, a copy of the banking receipt and credit description for your project must be attached to this PCN. Any application lacking a required mitigation documentation or payment shall be placed on hold as incomplete.

3a. Name of Mitigation Bank:
The Corps mitigation web site, RIBITS, includes a Mitigation Bank locator for all Corps-approved banks.

3b. Credits Purchased:
Attach receipt and letter from the Mitigation Bank, specifying the type and quantity of credits purchased.

3c. Comments:
Explain any items that may need clarification or that do not fit perfectly into this Mitigation Bank section (extenuating circumstances, multiple types of credits and quantities, etc.).

4. In-lieu fee program (NCDMS)
Mitigation may be made by payment to the NC Division of Mitigation Services. Please note that it is the applicant's responsibility to contact the NCDMS at (919) 707-8915 to obtain written approval indicating that the NCDMS is willing to accept payment for the mitigation associated with this project. That approval must be attached to this form.

If you select mitigation via an in-lieu fee program, a copy of the approval for your project and a receipt for payment must be attached to this PCN. Any application lacking a required confirmation documentation or NCDMS concurrence shall be placed on hold as incomplete.

> [Note: If you elect to use the DMS or a private mitigation bank, DWR recommends that you request the maximum possible mitigation amount that DWR may require so that you will not have to get further approval from them on short notice.]

4a. Approval letter from in-lieu fee program (NCDMS) is attached.
If you are proposing to use an in-lieu fee program to meet your mitigation obligation, you must check yes and include the approval letter; otherwise your application package is considered incomplete.

4b. Stream mitigation requested:
Enter the linear feet of stream mitigation that is requested from NCDMS. This should be the length of stream after the multiplier ratio has been calculated. For example, 100 linear feet of stream is being impacted that needs to be mitigated at a 2:1 ratio – therefore, 200 linear feet of stream is the amount of stream mitigation that will be requested.

4c. If using stream mitigation, stream temperature:

The required temperature should correspond with the impacted stream type (choose warm, cool, or cold). See the Corps web page on stream mitigation as it includes the NC Wildlife Commission River Basin Habitat Classifications Maps that are used to determine warm, cool, or cold status.

4d. Buffer mitigation requested (DWR only):
Enter the square footage of riparian buffer mitigation that is requested. This amount should be the result of using the multiplier ratio that corresponds with both Zone 1 and Zone 2 impacts

4e. Riparian wetland mitigation requested:
This amount should be the result of using the multiplier ratio that corresponds with the acreage of riparian wetland impact.

4f. Non-Riparian wetland mitigation requested:
This amount should be the result of using the multiplier ratio that corresponds with the acreage of non-riparian wetland impact.

4g. Coastal (tidal) wetland mitigation requested:
This amount should be the result of using the multiplier ratio that corresponds with the acreage of coastal wetland impact.

4h. Comments:
Explain any items that may need clarification or that do not fit perfectly into this in-lieu fee program section (extenuating circumstances, multiple types of mitigation methods, etc.).

5. Complete if Using a Permittee-Responsible Mitigation Plan
If you select permittee-responsible mitigation, a copy of the mitigation plan for your project must be attached to this PCN. Any application lacking a required mitigation plan shall be placed on hold as incomplete.

5a. If using a permittee responsible mitigation plan, provide a description of the proposed mitigation plan:
In addition to a brief description here, attach a formal mitigation plan including maps, planting plan, and monitoring plan.

Provide a brief description of the proposed mitigation plan. The description should provide as much information as possible, including, but not limited to:

- Site location (attach direction and map, if offsite)
- Affected stream and river basin,
- Type of mitigation proposed (restoration, enhancement, creation or preservation),
- Amount of mitigation (acreage/linear feet),
- A plan view,
- Preservation mechanism (e.g., deed restrictions, conservation easement, etc.), and

- A description of the current site conditions and proposed method of construction.

Final mitigation plans must contain detailed plans, specifications, calculations and other supporting data that show that the appropriate mitigation will be achieved at the ratios required. Any means of permanent protection, such as a permanent conservation easement, must be finalized and supporting documentation attached.

6. Buffer Mitigation (State Regulated Riparian Buffer Rules)
If buffer mitigation is required, discuss what type of mitigation is proposed (e.g., riparian buffer restoration, payment into the riparian buffer restoration fund).
Attach all appropriate information as identified within 15A NCAC 2B .0242, .0244, or .0260.
If you elect to use NCDMS or a private mitigation bank, DWR recommends that you request the maximum possible mitigation amount that DWR may require so that you will not have to get further approval from them on short notice.

> [Note: If the buffer is also a wetland (and you are mitigating for wetland losses on the site), then there is no need to "double-count" the buffer/wetland area affected. Compute the buffer mitigation needed first, and then subtract the buffer/wetland area from the wetland mitigation needed.]

6a. Will the project result in an impact within a protected riparian buffer that requires buffer mitigation?
Check "yes" or "no". To determine whether or not your project requires mitigation, check the appropriate section of the buffer rules (https://deq.nc.gov/about/divisions/water-resources/water-resources-regulations-guidance/401-buffer-permitting-statutes-rules#StatutesRules_RiparianBuffers) for the subject river basin. Items in the respective "Table of Uses" where the "Allowable with Mitigation" box is checked require mitigation. Additionally, requests for minor variances or after-the-fact impacts always require mitigation.

6b. Zones of the Buffer:
Zone 1 is measured from the stream top of bank to 30 feet landward on all sides of the surface water (measured horizontally on a line perpendicular to the surface water). Zone 2 extends horizontally 20 feet landward of Zone 1.

6c. Reason for impact:
The reason should correspond with the use in the Table of Uses in the buffer rules (https://deq.nc.gov/about/divisions/water-resources/water-resources-regulations-guidance/401-buffer-permitting-statutes-rules#StatutesRules_RiparianBuffers).

6d. Total impact (square feet):
This number should correspond with the square footage on your impact map that requires mitigation.

6e. Required mitigation (square feet):

Multiply the total impact for each Zone (listed in 6c) with the Multiplier number in the Multiplier column and enter the result here.

6f. Total buffer mitigation required:
Add the required mitigation for Zones 1 and 2 in column 6d to determine the total mitigation required.

6g. If buffer mitigation is required, discuss what type of mitigation is proposed (e.g. payment to private mitigation bank, payment into NCDMS riparian buffer restoration fund, or on-site riparian buffer restoration).

If on-site riparian buffer restoration is proposed, a detailed restoration plan must be included in the application package following the most recent DWR guidelines: https://deq.nc.gov/about/divisions/water-resources/water-quality-permitting/401-buffer-permitting/riparian-buffer-protection-program#buffer-mitigation

6i. Comments:
Explain any items that may need clarification or that do not fit perfectly into this Buffer Mitigation section.

F. Stormwater Management and Diffuse Flow Plan (required by DWR)

1. Diffuse/ Dispersed Flow Plan

1a. Does the project include or is it adjacent to protected riparian buffers identified within one of the NC Riparian Buffer Protection Rules?
DWR field staff can determine if and where the NC Riparian Buffer Protection Rules apply on your project. To request a Stream Determination for Buffer Rule applicability, please submit a Stream Determination request form found here: https://edocs.deq.nc.gov/Forms/form/new/80

1b. If you answered yes to the above, then you must include a diffuse/dispersed flow plan that shows all stormwater from the project is either:

- Converted to diffuse/dispersed flow outside of the protected riparian buffer through the correct design and implementation of a level spreader-vegetated filter strip or another vegetated area as defined in 15A NCAC 02H .1002 (attach diffuse/dispersed flow documentation), OR
- Treated by an appropriate SCM designed in accordance with the NC Stormwater Design Manual (https://deq.nc.gov/about/divisions/energy-mineral-and-land-resources/stormwater/stormwater-program/stormwater-design).

What Type of SCM are you providing?
The stormwater Design Manual's Guidance on SCM Selection information includes a variety of measures and may be found here: https://deq.nc.gov/media/10111/download.

2. Stormwater Management Plan

2a. Is this an NCDOT project subject to compliance with NCDOT's Individual NPDES permit NCS000250?
For the NCDOT, the stormwater management plan must comply with NCDOT's Individual NPDES permit NCS000250.

2b. Does this project meet the requirements for low density projects?
15A NCAC 02H .1003 (1) outlines the calculation of project density and all low-density design requirements as required for all projects: http://reports.oah.state.nc.us/ncac/title%2015a%20-%20environmental%20quality/chapter%2002%20-%20environmental%20management/subchapter%20h/15a%20ncac%2002h%20.1003.pdf

2c. Does this project have a Stormwater Management Plan reviewed and approved under a state stormwater program or a state- approve local government stormwater program?
Projects that have vested rights, exemptions, or grandfathering from state or locally implemented stormwater programs or projects that satisfy state or locally-implemented stormwater programs through use of community in-lieu programs should answer "no" to this question.

2d. Which stormwater management program(s) apply?
Select state or local government. The DEMLR Stormwater Program maintains an interactive web-based map to help the public determine whether development activities are subject to post-construction, other stormwater permitting programs, or other stormwater permitting requirements. Please see this website for the Post-Construction Stormwater Map: https://ncdenr.maps.arcgis.com/apps/StoryMapBasic/index.html?appid=70e2781780834a4bb5d3ec95ddfc01a6.

If local government, designate whether Phase II, USMP, NSW, or Water Supply program applies. In determining which local government is responsible for reviewing and approving your development plans, information can be obtained from the Stormwater Program Map (link provided above) but should be verified with the local jurisdiction's staff.

If state stormwater program applies, select Phase II, HQW or ORW, Coastal Counties or other.

If your project is subject to one of the state-implemented stormwater management programs, then you can submit the DWR's approval letter and copy of the approved stormwater management plan and that will meet the stormwater management plan requirements associated with the 401 Certification Program.

A list of local governments that are certified to implement state stormwater programs is available at: https://deq.nc.gov/about/divisions/energy-mineral-land-resources/energy-mineral-land-rules/stormwater-program/post-construction/summary. Please note that for some jurisdictions, the

certification only applies to certain areas, such as the Water Supply Watershed designated areas. If your project is subject to one of these programs, then you can submit the local government's approval letter and copy of the approved stormwater management plan and that will meet the stormwater management plan requirements associated with the 401 Certification Program.

If the project is not under the jurisdiction of either a certified local government or a state-implemented stormwater management program, then the DWR 401 Unit will review the Stormwater Management Plan.

Attach necessary documentation and provide any necessary comments.

G. Supplementary Information

1. Environmental Documentation

1a. Does the project involve an expenditure of public (federal/state/local) funds or the use of public (federal/state) land?
If the "yes" box is checked, an environmental document (SEPA) may be required.

1b. Does the project require preparation of an environmental document pursuant to the requirements of the State (North Carolina) Environmental Policy Act (NEPA/SEPA)?
The environmental documents that may be required are an Environmental Assessment (EA) or an Environmental Impact Statement (EIS). This website also provides links to applicability, agency contacts, guidance documents and other useful information: http://portal.ncdenr.org/web/wq/ps/sepa

1c. Has the document review been finalized by the State Clearing House? (If so, attach a copy of the NEPA or SEPA final approval letter.)
If this document is required, your PCN application will not be considered complete without the final approval letter from the State Clearing House (SCH).

2. Violations (DWR requirement)

2a. Is the site in violation of DWR Wetland Rules (15A NCAC 2H .0500), Isolated Wetland Rules (15A NCAC 2H .1300), DWR Surface Water or Wetland Standards, or Riparian Buffer Rules (15A NCAC 2B .0200)?
A Notice of Violation does not have to be issued for a site to be in violation of the aforementioned rules and/or standards. If your site has unauthorized fill in wetlands, streams, or riparian buffers then this box should be checked. If a Notice of Violation is issued for your site, then a copy of the Notice of Violation must be included in your application package, or your application package will be considered incomplete.

2b. Is this an after-the-fact permit application? (This is also a Corps item of interest)

Check “yes” if the impacts you are applying for have already been implemented.

2c. Provide an explanation of the violation(s):
Describe the nature of the violation and any resolutions that have been discussed to get the site back into compliance.

3. Cumulative Impacts (DWR requirement)

3a. Will this project (based on past and reasonably anticipated future impacts) result in additional development, which could impact nearby downstream water quality?
Please refer to the website for more information on DWR’s Cumulative Impacts Policy: http://portal.ncdenr.org/c/document_library/get_file?uuid=b567bb9e-09fd-4ec0-9231-6d47e19e085e&groupId=38364

3b. Submit a qualitative or quantitative cumulative impact analysis in accordance with the most recent DWR policy.
If you answered “no,” provide a short narrative description. Please refer to DWR’s Cumulative Impact Policy referred to in 3a to determine whether the project requires a qualitative or a quantitative cumulative impact analysis.

4. Sewage Disposal (DWR Requirement)

4b. Clearly detail the ultimate treatment methods and disposition (non-discharge or discharge) of wastewater generated from the proposed project, or available capacity of the subject facility.
Any disposal method that suggests that further impacts may be required other than those shown must be clearly addressed on the site plans. If onsite septic is proposed, provide a copy of the septic permit and show the septic layout as well as the proposed house and driveway footprint(s) on the site plans (include repair areas if they are required).

5. Endangered Species and Designated Critical Habitat (Corps requirement)
The Corps, as authorized under General Condition 18 and 31 of the Nationwide Permits, requires that activities which may affect a listed species or critical habitat will not be authorized by any nationwide permit without completion of Section 7 Endangered Species Act consultation.

For activities that may affect (either adversely or beneficial) federally listed endangered or threatened species or designated critical habitat, the pre-construction notification (PCN) must include the name(s) of the endangered or threatened species that may be impacted by the proposed work or that utilize the designated critical habitat that may be impacted by the proposed work.

The District Commander determines whether the proposed activity "may affect'' or will have "no affect'' to listed species and designated critical habitat and notifies the applicant of the Corps' determination within 45 days of receipt of a complete PCN. Applicants shall not begin work until the Corps provides

notification that the proposed activities will have "no affect'' on listed species or critical habitat, or until section 7 consultation has been completed.

5a. Will this project occur in or near an area with federally protected species or habitat?
The Corps has a web page (https://www.saw.usace.army.mil/Missions/Regulatory-Permit-Program/Agency-Coordination/ESA/) explaining how to check your project vicinity for possible presence of federally protected species.

> [NOTE: If your project is anywhere within a designated FWS watershed of interest (see available maps of the Corps' ESA web page: https://www.saw.usace.army.mil/Missions/Regulatory-Permit-Program/Agency-Coordination/ESA/), and your project is served by the FWS Asheville Field Office (see counties listed in 5b), you must provide a copy of your PCN to the Asheville FWS Field Office. The address is listed in instruction under section F.5b.]

5b. Have you checked with the USFWS concerning Endangered Species Act impacts?
The US Fish and Wildlife Service field offices in NC are listed below.

Asheville FWS Field Office - All NC counties west of and including Anson, Stanly, Davidson, Forsyth and Stokes Counties:

> US Fish and Wildlife Service
> Asheville Field Office
> 160 Zillicoa Street
> Asheville, NC 28801
> Telephone: (828) 258-3939

Raleigh FWS Field Office: all counties east of and including Richmond, Montgomery, Randolph, Guilford, and Rockingham Counties:

> US Fish and Wildlife Service
> Raleigh Field Office
> Post Office Box 33726
> Raleigh, NC 27636-3726
> Telephone: (919) 856-4520

5c. If yes, indicate the USFWS Field Office you contacted:
Check the appropriate box.

5d. What data sources did you use to determine whether your site would impact Endangered Species or Designated Critical Habitat?
The Corps provides a web page with links to state and federal online tools to check for endangered species. Additionally, please indicate if a biological survey or other resources were used to make this check.

6. Essential Fish Habitat (Corps requirement)

The Corps, as stated in general condition 22 and 31 of the nationwide permits requires completion of a PCN form for identification of projects that require coordination involving "Essential Fish Habitat" (EFH). EFH are defined as "those waters and substrate necessary to fish for spawning, breeding, feeding, or growth to maturity." Available information should be interpreted with a risk-averse approach to ensure that adequate areas are protected as EFH for the managed species. In North Carolina, salt marshes, oyster reefs, and seagrass beds are designated EFH for red drum and penaeid shrimp, species managed cooperatively by state and federal authorities.

For questions about EFH in NC, contact:

Mr. Fritz Rohde
National Marine Fisheries Service
101 Pivers Island Road
Beaufort, North Carolina 28516

6a. Will this project occur in or near an area designated as essential fish habitat?

6b. What data sources did you use to determine whether your site would impact Essential Fish Habitat?
List websites utilized, professionals contacted, publications resourced, etc.

7. Historic or Prehistoric Cultural Resources (Corps requirement)

The Corps, as stated in general condition 20 and 31 of the nationwide permits, requires completion of a PCN form for identification of projects that require coordination involving historic or pre-historic cultural resources. For an activity that may affect a historic property listed on, determined to be eligible for listing on, or potentially eligible for listing on, the National Register of Historic Places, for non-Federal applicants the PCN must state which historic property may be affected by the proposed work or include a vicinity map indicating the location of the historic property. Federal applicants must provide documentation demonstrating compliance with Section 106 of the National Historic Preservation Act.

7a. Will this project occur in or near an area that the State, Federal, or Tribal governments have designated as having historic or cultural preservation status (e.g., National Historic Trust designation or properties significant in North Carolina history and archaeology)?
The NC State Historic Preservation Office has a web site with links to resources about historic and pre-historic cultural resources within the state: http://www.hpo.dcr.state.nc.us Listed National Register sites can be downloaded, as well as information on archeological resources in the state.

7b. What data sources did you use to determine whether your site would impact historic or archeological resources?
List websites utilized, professionals contacted, publications resourced, etc.

8. Flood Zone Designation (Corps Requirement)

The Presidents Executive Order No. 11988 states that federal agencies shall provide leadership and shall take action to reduce the risk of flood loss, to minimize the impact of floods. Additionally, Executive

Order 11990, Protection of Wetlands, requires federal agencies to consider the need to mitigate flood and storm hazards in consideration of all actions. The Corps, as stated in general condition 10 and 31 of the nationwide permits, requires completion of a PCN form for identification of projects that require coordination involving work in FEMA designated 100-Year Floodplains. The proposed activity must comply with applicable FEMA approved state or local floodplain management requirements.

8a. Will this project occur in a FEMA-designated 100-year floodplain?
The state of NC, in cooperation with FEMA, provides maps that show floodplain determination. These flood maps can be viewed or downloaded over the web at http://www.ncfloodmaps.com . To provide a national standard without regional discrimination, the 1% annual chance (100-year) flood has been adopted by FEMA as the base flood for floodplain management and flood insurance purposes. A 1% annual chance flood (or base flood) has a 1% annual chance of being equaled or exceeded in any given year. The 1% annual chance floodplain identifies areas that are expected to be inundated by the 1% annual chance flood. The 1% annual chance floodplain, shown on a Flood Insurance Rate Map, is also called a Special Flood Hazard Area, where the National Flood Insurance Program's floodplain management regulations must be enforced by the community as a condition of participation in the Program.

The floodway is the channel of a stream, plus any adjacent floodplain areas, that must be kept free from encroachment so that the 1% annual chance flood can be carried without substantial increases in flood heights. Minimum Federal standards limit such increases to 1.0 foot; however, communities can develop more stringent standards. Regulatory floodways are depicted on a Flood Insurance Rate Map and are presented to communities as a minimum standard that must be adopted.

8b. If yes, explain.
Provide written explanation of specific situations, and any documentation provided to municipality regarding development in floodplains.

8c. What source(s) did you use to make the floodplain determination?
FEMA flood insurance risk maps (FIRMs) are the definitive source for floodplain determination. These can be obtained online, through your property survey, municipality, or mortgage bank.

Applicant/Agent's Signature and Date – The applicant should print their name in the first block, then sign and date. NC 15 NCAC 2H .502(f) reads as follows: "Who Must Sign Applications. The application shall be considered a "valid application" only if the application bears the signature of a responsible officer of the company, municipal official, partner, or owner. This signature certifies that the applicant has title to the property, has been authorized by the owner to apply for certification or is a public entity and has the power of eminent domain. Said official in signing the application shall also certify that all information contained therein or in support thereof is true and correct to the best of his/her knowledge."
Note: If an agent is signing for the owner, an agent authorization letter must be attached. A sample authorization letter is available on the Corps web site.

(http://www.saw.usace.army.mil/Portals/59/docs/regulatory/regdocs/Permits/SAMPLE_AGENT_AUTHORIZATION_FORM.pdf)