

## ***DIRECTIONS FOR OBTAINING A CAMA GENERAL PERMIT for a BULKHEAD***

To obtain authorization to construct a bulkhead, you must submit the following items to your CAMA Permit Officer:

1. Signatures of no objection to the bulkhead, from all adjacent riparian property owners.
  - Fill out the attached forms, complete with drawing of the proposed bulkhead, and have your neighbors sign and date in the appropriate place. If hand delivering, use the form attached labeled "Hand Deliver"
  - If your neighbor will not sign the form, or lives out of town, you may send the, CERTIFIED MAIL/RETURN RECEIPT form, and 10 days after the date of receipt (which is listed on the green cards returned to you by the Post Office) the permit can be issued, even if no response has been received.
  
2. You must also include a drawing of the proposed bulkhead, which includes the following information:
  - Your name and project address  
  
Names of adjacent property owners
  - Width of property and name of the waterbody, and the approximate location of the proposed structure, noting that the exact location will be staked by a representative from the Division of Coastal Management.
  - Any marsh grass border along the shoreline.

Once you have this information you should contact your CAMA Permit Officer and arrange an appointment to meet you on the property and evaluate the request. When you receive your permit, take it to your building inspector to obtain a building permit. This authorization is only valid for 120 days, contact your CAMA Permit Officer if for some reason you cannot complete the construction within this time period. The CAMA Permit Officer will inspect the completed bulkhead to assure compliance with the submitted drawing and all conditions of the permit.

**DO NOT** mail information to the Wilmington Office.

Contact Field Representative Holley Snider at 910-796-7215 to arrange an on-site appointment.

COST:\$200.00

Attached: 15A NCAC 07H.1100 84..0208 (7) Riparian Property Owner Letters

**SECTION .1100 - GENERAL PERMIT FOR CONSTRUCTION OF BULKHEADS AND RIPRAP  
REVTMENTS FOR SHORELINE PROTECTION IN ESTUARINE AND PUBLIC TRUST WATERS  
AND OCEAN HAZARD AREAS**

**15A NCAC 07H .1101 PURPOSE**

A permit under this Section shall allow the construction of bulkheads and riprap revetments for shoreline protection in the public trust waters and estuarine waters AECs according to authority provided in Subchapter 07J .1100 and according to the Rules in this Section. This permit shall not apply to shoreline protection along the oceanfront or to waters and shorelines adjacent to the Ocean Hazard AEC with the exception of those shorelines that feature characteristics of the Estuarine Shoreline AEC. Such features include the presence of wetland vegetation, lower wave energy and lower erosion rates than the adjoining Ocean Erodible Area.

*History Note: Authority G.S. 113A-107(a); 113A-107(b); 113A-113(b); 113A-118.1; 113A-124;  
Eff. March 1, 1984;  
Amended Eff. July 1, 2009; April 1, 2003.*

**15A NCAC 07H .1102 APPROVAL PROCEDURES**

(a) An applicant for a General Permit under this Subchapter shall contact the Division of Coastal Management and request approval for development. The applicant shall provide information on site location, dimensions of the project area, and the applicant's name and address.

(b) The applicant shall provide:

- (1) confirmation that a written statement has been obtained signed by the adjacent riparian property owners indicating that they have no objections to the proposed work; or
- (2) confirmation that the adjacent riparian property owners have been notified by certified mail of the proposed work. The notice shall instruct adjacent property owners to provide written comments on the proposed development to the Division of Coastal Management within 10 days of receipt of the notice, and, indicate that no response shall be interpreted as no objection. The Division of Coastal Management shall review all comments and determine, based on their relevance to the potential impacts of the proposed project, if the proposed project can be approved by a General Permit. If the Division of Coastal Management determines that the project exceeds the guidelines established by the General Permit Process, DCM shall notify the applicant that an application for a major development permit shall be required.

(c) No work shall begin until an on-site meeting is held with the applicant and a Division of Coastal Management representative so that the proposed alignment may be marked. Written authorization to proceed with the proposed development shall be issued if the Division representative finds that the application meets all the requirements of this Subchapter. Construction of the bulkhead or riprap revetment shall be completed within 120 days of the issuance of the general authorization or the authorization shall expire and it shall be necessary to re-examine the alignment to determine if the general authorization may be reissued.

*History Note: Authority G.S. 113A-107(a); 113A-107(b); 113A-113(b); 113A-118.1; 113A-124;  
Eff. March 1, 1984;  
Amended Eff. July 1, 2009; October 1, 2007; September 1, 2006; January 1, 1990; December 1, 1987.*

**15A NCAC 07H .1103 PERMIT FEE**

The applicant shall pay a permit fee of two hundred dollars (\$200.00) for riprap revetments sited at or above normal high water or normal water level, or a permit fee of four hundred dollars (\$400.00) for riprap revetments sited below normal high water or normal water level. The applicant shall pay a permit fee of four hundred dollars (\$400.00) for bulkheads. Permit fees shall be paid by check or money order payable to the Department.

*History Note: Authority G.S. 113A-107; 113A-113(b); 113A-118.1; 113A-119; 113-119.1; 113A-124;  
Eff. March 1, 1984;  
Amended Eff. October 5, 2009; September 1, 2006; August 1, 2000; March 1, 1991.*

#### 15A NCAC 07H .1104 GENERAL CONDITIONS

- (a) This permit authorizes only the construction of bulkheads and riprap revetments conforming to the standards herein.
- (b) Individuals shall allow authorized representatives of the Department of Environment and Natural Resources to make periodic inspections at any time deemed necessary in order to ensure that the activity being performed under authority of this general permit is in accordance with the terms and conditions prescribed herein.
- (c) There shall be no interference with the use of the waters by the public by the existence of the bulkhead or the riprap revetment authorized herein. Bulkheads and riprap revetments authorized in this Rule shall not interfere with the established or traditional rights of navigation of the waters by the public.
- (d) This permit shall not be applicable to proposed construction where the Division of Coastal Management has determined, based on an initial review of the application, that notice and review pursuant to G.S. 113A-119 is necessary because there are unresolved questions concerning the proposed activity's impact on adjoining properties or on water quality; air quality; coastal wetlands; cultural or historic sites; wildlife; fisheries resources; or public trust rights.
- (e) This permit shall not eliminate the need to obtain any other required state, local, or federal authorization.
- (f) Development carried out under this permit shall be consistent with all local requirements, AEC rules, and local land use plans current at the time of authorization.

*History Note: Authority G.S. 113A-107(a); 113A-107(b); 113A-113(b); 113A-118.1; 113A-124; Eff. March 1, 1984; Amended Eff. May 1, 1990; December 1, 1987; RRC Objection due to ambiguity Eff. May 19, 1994; Amended Eff. July 1, 2009; August 1, 1998; July 1, 1994.*

#### 15A NCAC 07H .1105 SPECIFIC CONDITIONS

*Bulkheads/Riprap*

- (a) Along shorelines void of wetland vegetation:
  - (1) New bulkheads shall have an average approximation of normal high water or normal water level. The bulkhead position shall not exceed a distance of five feet waterward of normal high water or normal water level at any point along its alignment.
  - (2) New bulkheads or riprap revetments on shorelines within manmade upland basins, canals, and ditches, shall be positioned so as not to exceed an average distance of two feet and maximum distance of five feet waterward of normal high water or normal water level.
  - (3) When replacing an existing bulkhead, the new alignment shall be positioned so as not to exceed a maximum distance of two feet waterward of the current bulkhead alignment. To tie into a like structure on the adjacent property, replacement bulkhead position shall not exceed a maximum distance of five feet waterward of the current bulkhead alignment. When replacing a bulkhead where lands landward of the bulkhead were lost in the last year, bulkheads shall be positioned a maximum of two feet waterward of the original/existing alignment.
  - (4) Riprap revetments shall be positioned so as not to exceed a maximum distance of 10 feet waterward of the normal high water or normal water level at any point along its alignment.
- (b) Along shorelines with wetland vegetation, bulkheads and riprap revetments shall be positioned so that all construction is to be accomplished landward of such vegetation.
- (c) Bulkheads shall be constructed of vinyl, or steel sheet pile, concrete, stone, timber, or other suitable materials approved by the Division of Coastal Management.
- (d) Riprap revetments shall be constructed of granite, marl, concrete without exposed rebar, or other suitable materials approved by the Division of Coastal Management.
- (e) Revetment material shall be free from loose dirt or other pollutants.
- (f) Revetment material shall be of sufficient size to prevent movement from the site by wave action or currents.
- (g) Construction design for riprap revetments shall take into consideration the height of the area to be protected (i.e. bulkhead height, escarpment height, water depth) and the alignment shall allow for a slope no flatter than three feet horizontal per one foot vertical and no steeper than 1 ½ feet horizontal per one foot vertical.
- (h) All backfill material shall be obtained from an upland source pursuant to 15A NCAC 07H .0208. The bulkhead or riprap revetment shall be constructed prior to any backfilling activities and shall be structurally tight so as to prevent seepage of backfill materials through the structure.

(i) No excavation, grading or fill shall be permitted except for that which may be required for the construction of the bulkhead or riprap revetment. This permit shall not authorize any excavation waterward of the approved alignment.

(j) Runoff from construction shall not visibly increase the amount of suspended sediments in adjacent waters. Appropriate sedimentation and erosion control devices, measures or structures shall be implemented to ensure that eroded materials do not enter adjacent wetlands, watercourses and property (e.g. silt fence, diversion swales or berms, sand fence, etc.).

(k) If one contiguous acre or more of property is to be excavated or filled, an erosion and sedimentation control plan shall be filed with the Division of Land Resources, Land Quality Section, or appropriate local government having jurisdiction. This plan shall be approved prior to commencing the land-disturbing activity.

(l) For the purposes of these Rules, the Atlantic Intracoastal Waterway (AIWW) is considered a natural shoreline.

(m) Construction authorized by this general permit shall be limited to a maximum shoreline length of 500 feet.

*History Note:* Authority G.S. 113A-107(a); 113A-107(b); 113A-113(b); 113A-118.1; 113A-124;  
Eff. March 1, 1984; Amended Eff. July 1, 2009; April 1, 2005; December 1, 1991; January 1,  
1989; December 1, 1987.

**ADJACENT RIPARIAN PROPERTY OWNER STATEMENT**

I hereby certify that I own property adjacent to \_\_\_\_\_'s  
(Name of Property Owner)

property located at \_\_\_\_\_  
(Lot, Block, Road, etc.)

on \_\_\_\_\_, in \_\_\_\_\_, N.C.  
(Waterbody) (Town and/or County)

Applicant's phone #: \_\_\_\_\_ Mailing Address: \_\_\_\_\_  
\_\_\_\_\_

He has described to me, as shown below, the development he is proposing at that location, and, I have no objections to his proposal.

-----  
**DESCRIPTION AND/OR DRAWING OF PROPOSED DEVELOPMENT:**  
*(To be filled in by property owner proposing development)*

-----  
**(Information for Property Owner Applying for Permit)**

**(Riparian Property Owner Information)**

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

\_\_\_\_\_  
Signature

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

\_\_\_\_\_  
Print or Type Name

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Telephone Number

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

\_\_\_\_\_  
Date

**CERTIFIED MAIL – RETURN RECEIPT REQUESTED**

**DIVISION OF COASTAL MANAGEMENT  
ADJACENT RIPARIAN PROPERTY OWNER STATEMENT**

I hereby certify that I own property adjacent to \_\_\_\_\_ 's  
(Name of Property Owner)  
property located at \_\_\_\_\_,  
(Lot, Block, Road, etc.)  
on \_\_\_\_\_, in \_\_\_\_\_, N.C.  
(Waterbody) (Town and/or County)  
Applicant's phone #: \_\_\_\_\_ Mailing Address: \_\_\_\_\_

He/She has described to me as shown below the development he/she is proposing at that location,  
and I have no objections to the proposal.

**DESCRIPTION AND/OR DRAWING OF PROPOSED DEVELOPMENT:**  
*(Individual proposing development must fill in description below or attach a site drawing)*

If you have objections to what is being proposed, you must notify the Division of Coastal Management (DCM) in writing  
within 10 days of receipt of this notice. Correspondence should be mailed to 127 Cardinal Drive Ext. Wilmington, NC  
DCM representatives can also be contacted at (910) 796-7215.

No response is considered the same as no objection if you have been notified by Certified Mail

**(Property Owner Information)**

**(Riparian Property Owner Information)**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print or Type Name

\_\_\_\_\_  
Print or Type Name

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

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

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

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

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date



North Carolina Department of Environment and Natural Resources  
Division of Coastal Management

Beverly Eaves Perdue  
Governor

Braxton C. Davis  
Director

Dee Freeman  
Secretary

**AGENT AUTHORIZATION FORM**

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

Name of **Property Owner** Applying for Permit:

Name of **Authorized Agent** for this project:

\_\_\_\_\_

\_\_\_\_\_

Owner's **Mailing** Address:

Agent's **Mailing** Address:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Phone Number (\_\_\_\_) \_\_\_\_\_

Phone Number (\_\_\_\_) \_\_\_\_\_

I certify that I have authorized the agent listed above to act on my behalf, for the purpose of applying for and obtaining all CAMA Permits necessary to install or construct the following (activity):

\_\_\_\_\_

\_\_\_\_\_

**For my property located at** \_\_\_\_\_

This certification is valid thru (date) \_\_\_\_\_.

\_\_\_\_\_

\_\_\_\_\_

**Property Owner Signature**

**Date**

# ADJACENT RIPARIAN PROPERTY OWNER STATEMENT

I hereby certify that I own property adjacent to \_\_\_\_\_'s  
(Name of Property Owner)

property located at \_\_\_\_\_  
(Lot, Block, Road, etc.)

on \_\_\_\_\_, in \_\_\_\_\_, N.C.  
(Waterbody) (Town and/or County)

Applicant's phone #: \_\_\_\_\_ Mailing Address: \_\_\_\_\_  
\_\_\_\_\_

He has described to me, as shown below, the development he is proposing at that location, and, I have no objections to his proposal.

-----  
**DESCRIPTION AND/OR DRAWING OF PROPOSED DEVELOPMENT:**  
*(To be filled in by property owner proposing development)*

-----  
**(Information for Property Owner Applying for Permit) (Riparian Property Owner Information)**

\_\_\_\_\_  
Mailing Address Signature

\_\_\_\_\_  
City/State/Zip Print or Type Name

\_\_\_\_\_  
Telephone Number Telephone Number

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

# ADJACENT RIPARIAN PROPERTY OWNER STATEMENT

I hereby certify that I own property adjacent to \_\_\_\_\_'s  
(Name of Property Owner)

property located at \_\_\_\_\_  
(Lot, Block, Road, etc.)

on \_\_\_\_\_, in \_\_\_\_\_, N.C.  
(Waterbody) (Town and/or County)

Applicant's phone #: \_\_\_\_\_ Mailing Address: \_\_\_\_\_  
\_\_\_\_\_

He has described to me, as shown below, the development he is proposing at that location, and, I have no objections to his proposal.

-----  
**DESCRIPTION AND/OR DRAWING OF PROPOSED DEVELOPMENT:**  
*(To be filled in by property owner proposing development)*

-----  
**(Information for Property Owner Applying for Permit) (Riparian Property Owner Information)**

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

\_\_\_\_\_  
Signature

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

\_\_\_\_\_  
Print or Type Name

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date