

DIRECTIONS FOR OBTAINING A CAMA GENERAL PERMIT for a PIER, DOCK, BOATHOUSE/LIFT

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

1. **Signatures** of no objection to the pier, from both adjacent riparian property owners.

- ☞ Fill out the attached forms, complete with drawing of the proposed pier, and have your neighbors sign and date in the appropriate place. If hand-delivering use the form that states such.
- ☞ 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.
- ☞ If any part of the proposed pier is located within 15 feet of the Riparian Access Corridor line, the applicable neighbor **must check** the box to waive the 15 feet setback requirement. *A signed form, without this box checked, does not constitute a waiver.*
- ☞ The Riparian Access Corridor is not the extension of property lines out into the water. It is established by two imaginary lines that extend at a 90° angle from the channel of the waterbody to the highground property corners. Your Local Permit Officer can help you in determining your Riparian Access Corridor. In some cases, a survey may be required.

2. **Drawings** of the proposed pier:
Your drawing must include the following information
(see attached example drawings):

- ☞ Your name and project address
- ☞ Names of adjacent property owners
- ☞ Width of property and name of the waterbody
- ☞ Dimensions of the proposed structure, including distance to the property line and Riparian Access Corridor line.
- ☞ Any marsh grass border along the shoreline

- Width of the waterbody (this is the measured distance from the waterward edge of the marsh grass on your side of the waterbody to the waterward edge of the marsh grass on the other side of the waterbody)
 - Water depth at low tide, at the end of the proposed pier
 - Distance from the end of the pier to any federally maintained channel, if applicable. This information can be obtained by reviewing the channel survey maps at the US Army Corps of Engineers District Office, 69 Darlington Avenue, Wilmington, North Carolina
3. Once you have this information you should contact your CAMA permit officer and arrange an appointment to meet you on the property and evaluate your 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 finished pier to assure compliance with the submitted drawing and all conditions of the permit.
 4. Do **NOT** mail information to the Wilmington Office
 5. Contact Field Representative Holley Snider at 910-796-7215 to arrange an on-site appointment.

Attached: Sample Drawings

15A NCAC 071-1.1200
Riparian Property Owner Letters

**SECTION .1200 - GENERAL PERMIT FOR CONSTRUCTION OF PIERS AND
DOCKING FACILITIES: IN ESTUARINE AND PUBLIC TRUST WATERS AND OCEAN
HAZARD AREAS**

15A NCAC 07H .1201 PURPOSE

A permit under this Section shall allow the construction of new piers and docking facilities (including pile supported or floating) in the estuarine and public trust waters AECs and construction of new piers and docks within coastal wetlands AECs according to the authority provided in Subchapter 07J .1100 and according to the Rules in this Section. This permit shall not apply to oceanfront shorelines 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 adjacent 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 .1202 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 his 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 any comments on the proposed development in writing for consideration by permitting officials to the Division of Coastal Management within 10 days of receipt of the notice, and, indicate that no response will be interpreted as no objection. DCM staff 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 DCM staff finds that the comments are worthy of more in-depth review, DCM shall notify the applicant that he must submit an application for a major development permit.

(c) No work shall begin until an on-site meeting is held with the applicant and a Division of Coastal Management representative to review the proposed development. 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 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 proposed development to determine if the general authorization may be reissued.

(d) Any modification or addition to the authorized project shall require prior approval from the Division of Coastal Management.

*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. October 1, 2007; August 1, 1998; January 1, 1990.*

15A NCAC 07H .1203 PERMIT FEE

The applicant shall pay a permit fee of two hundred dollars (\$200.00) 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. September 1, 2006; August 1, 2000; March 1, 1991.*

15A NCAC 07H .1204 GENERAL CONDITIONS

(a) Piers and docking facilities authorized by this general permit shall be for the exclusive use of the land owner, or occupant and shall not be leased or rented or used for any commercial purpose. Except in the cases of shared piers as described in 7H .1205, piers and docking facilities designed to provide docking space for more than two boats shall, because of their greater potential for adverse impacts, be reviewed through the major permitting process and, therefore, are not authorized by this general permit.

- (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 be sure that the activity being performed under the authority of this general permit is in accordance with the terms and conditions prescribed herein.
- (c) There shall be no interference with navigation or use of the waters by the public by the existence of piers and docking facilities.
- (d) This permit shall not be applicable to proposed construction where the Department determines that the proposed activity will endanger adjoining properties or significantly affect historic, cultural, scenic, conservation or recreation values, identified in G.S. 113A-102 and G.S. 113A-113(b)(4).
- (e) This permit does 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 Guidelines, 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; RRC Objection due to ambiguity Eff. May 19, 1994; Amended Eff. July 1, 2009; August 1, 1998; July 1, 1994.

15A NCAC 07H .1205 SPECIFIC CONDITIONS

- (a) Piers and docking facilities may extend or be located up to a maximum of 400 feet waterward from the normal high water line or the normal water level, whichever is applicable.
- (b) Piers and docking facilities shall not extend beyond the established pier length along the same shoreline for similar use. This restriction shall not apply to piers and docking facilities 100 feet or less in length unless necessary to avoid interference with navigation or other uses of the waters by the public such as blocking established navigation routes or interfering with access to adjoining properties. The length of piers and docking facilities shall be measured from the waterward edge of any wetlands that border the water body.
- (c) Piers and docking facilities longer than 200 feet shall be permitted only if the proposed length gives access to deeper water at a rate of at least one foot at each 100 foot increment of pier length longer than 200 feet, or if the additional length is necessary to span some obstruction to navigation. Measurements to determine pier and docking facility lengths shall be made from the waterward edge of any coastal wetland vegetation, which borders the water body.
- (d) Piers shall be no wider than six feet and shall be elevated at least three feet above any coastal wetland substrate as measured from the bottom of the decking.
- (e) The total square footage of shaded impact for docks and mooring facilities (excluding the pier) allowed shall be 8 square feet per linear foot of shoreline with a maximum of 800 square feet. In calculating the shaded impact, uncovered open water slips shall not be counted in the total.
- (f) The maximum size of any individual component of the docking facility authorized by this General Permit shall not exceed 400 square feet.
- (g) Docking facilities shall not be constructed in a designated Primary Nursery Area with less than two feet of water at normal low water level or normal water level (whichever is applicable) under this permit without prior approval from the Division of Marine Fisheries or the Wildlife Resources Commission (whichever is applicable).
- (h) Piers and docking facilities located over shellfish beds or submerged aquatic vegetation (as defined by the Marine Fisheries Commission) may be constructed without prior consultation from the Division of Marine Fisheries or the Wildlife Resources Commission (whichever is applicable) if the following two conditions are met:
 - (1) Water depth at the docking facility location is equal to or greater than two feet of water at normal low water level or normal water level (whichever is applicable).
 - (2) The pier and docking facility is located to minimize the area of submerged aquatic vegetation or shellfish beds under the structure.
- (i) Floating piers and floating docking facilities located in PNAs, over shellfish beds, or over submerged aquatic vegetation shall be allowed if the water depth between the bottom of the proposed structure and the substrate is at least 18 inches at normal low water level or normal water level, whichever is applicable.
- (j) Docking facilities shall have no more than six feet of any dimension extending over coastal wetlands and shall be elevated at least three feet above any coastal wetland substrate as measured from the bottom of the decking.
- (k) The width requirements established in Paragraphs (d), (e), (f), (g), (h), (i), and (j), of this Rule shall not apply to pier structures in existence on or before July 1, 2001 when structural modifications are needed to prevent or minimize storm damage. In these cases, pilings and cross bracing may be used to provide structural support as long

as they do not extend more than of two feet on either side of the principal structure. These modifications shall not be used to expand the floor decking of platforms and piers.

(l) Boathouses shall not exceed a combined total of 400 square feet and shall have sides extending no further than one-half the height of the walls as measured in a downward direction from the top wall plate or header and only covering the top half of the walls. Measurements of square footage shall be taken of the greatest exterior dimensions. Boathouses shall not be allowed on lots with less than 75 linear feet of shoreline.

(m) The area enclosed by a boat lift shall not exceed 400 square feet.

(n) Piers and docking facilities shall be single story. They may be roofed but shall not allow second story use.

(o) Pier and docking facility alignments along federally maintained channels shall also meet Corps of Engineers regulations for construction pursuant to Section 10 of the Rivers and Harbors Act.

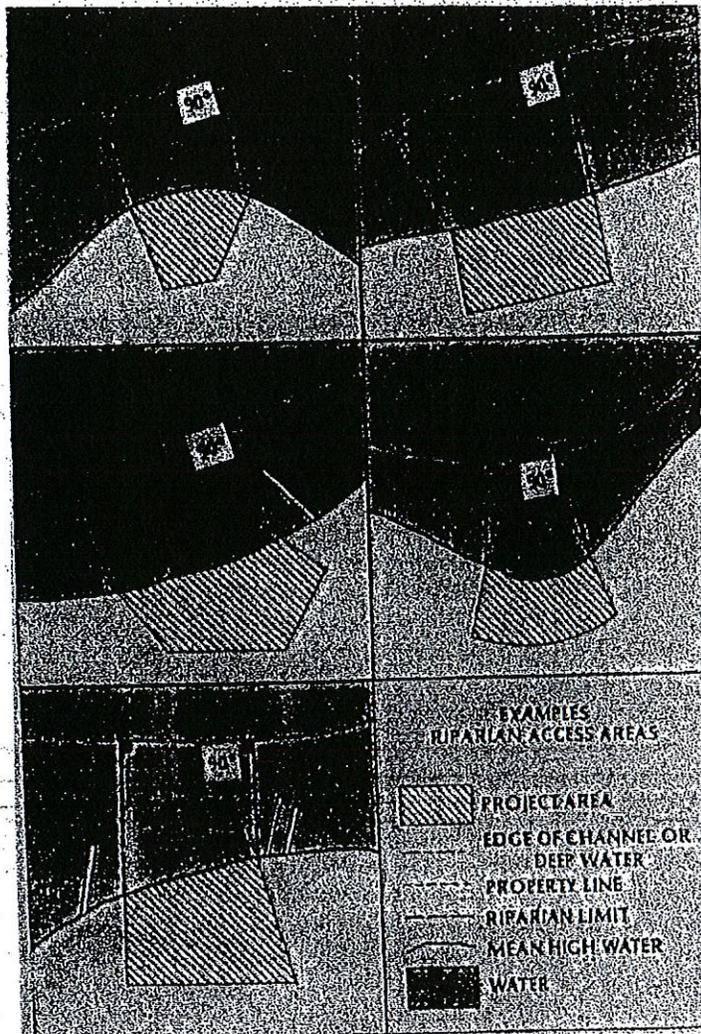
(p) Piers and docking facilities shall in no case extend more than 1/4 the width of a natural water body, human-made canal or basin. Measurements to determine widths of the water body, human-made canals or basins shall be made from the waterward edge of any coastal wetland vegetation which borders the water body. The 1/4 length limitation shall not apply when the proposed pier and docking facility is located between longer structures within 200 feet of the applicant's property. However, the proposed pier and docking facility shall not be longer than the pier head line established by the adjacent piers and docking facilities nor longer than 1/3 the width of the water body.

(q) Piers and docking facilities shall not interfere with the access to any riparian property, and shall have a minimum setback of 15 feet between any part of the pier and docking facility and the adjacent property lines extended into the water at the points that they intersect the shoreline. The minimum setbacks provided in the rule may be waived by the written agreement of the adjacent riparian owner(s), or when two adjoining riparian owners are co-applicants. Should the adjacent property be sold before construction of the pier commences, the applicant shall obtain a written agreement with the new owner waiving the minimum setback and submit it to the Division of Coastal Management prior to initiating any development of the pier or docking facility. The line of division of areas of riparian access shall be established by drawing a line along the channel or deep water in front of the property, then drawing a line perpendicular to the line of the channel so that it intersects with the shore at the point the upland property line meets the water's edge. Application of this Rule may be aided by reference to the approved diagram in Paragraph (t) of this Rule illustrating the rule as applied to various shoreline configurations. Copies of the diagram may be obtained from the Division of Coastal Management. When shoreline configuration is such that a perpendicular alignment cannot be achieved, the pier or docking facility shall be aligned to meet the intent of this Rule to the maximum extent practicable.

(r) Piers and docking facilities shall be designed to provide docking space for no more than two boats.

(s) Applicants for authorization to construct a pier or docking facility shall provide notice of the permit application to the owner of any part of a shellfish franchise or lease over which the proposed pier or docking facility would extend. The applicant shall allow the lease holder the opportunity to mark a navigation route from the pier to the edge of the lease.

(t) The diagram shown below illustrates various shoreline configurations:



(u) Shared piers or docking facilities shall be allowed and encouraged provided that in addition to complying with (a) through (t) of this rule the following shall also apply:

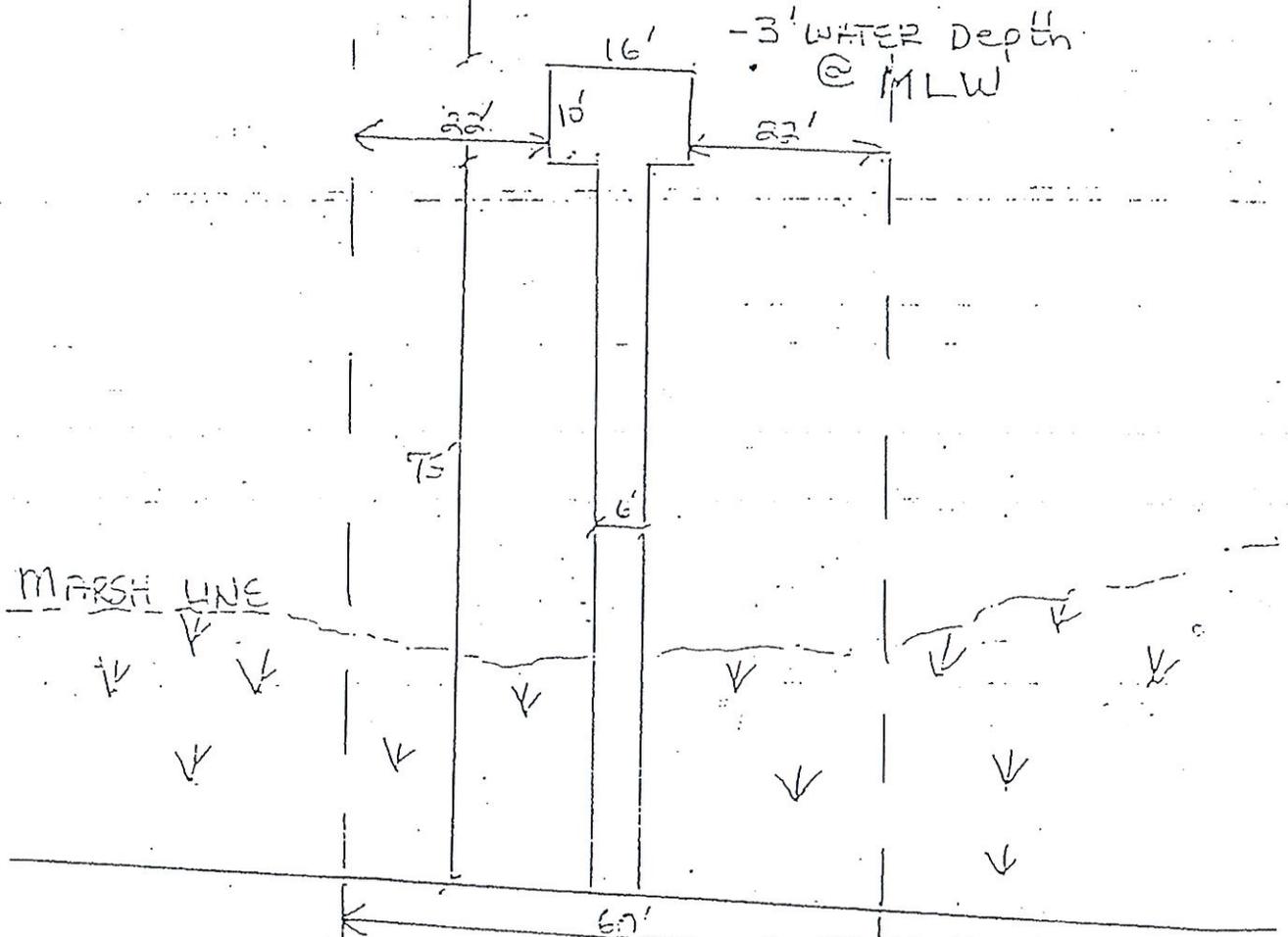
- (1) The shared pier or docking facility shall be confined to two adjacent riparian property owners and the landward point of origination of the structure shall overlap the shared property line.
- (2) Shared piers and docking facilities shall be designed to provide docking space for no more than four boats.
- (3) The total square footage of shaded impact for docks and mooring facilities shall be calculated using (e) of this rule and in addition shall allow for combined shoreline of both properties.
- (4) The property owners of the shared pier shall not be required to obtain a 15-foot waiver from each other as described in subparagraph (q) of this rule as is applies to the shared riparian line for any work associated with the shared pier, provided that the title owners of both properties have executed a shared pier agreement that has become a part of the permit file.
- (5) The construction of a second access pier or docking facility not associated with the shared pier shall require authorization through the CAMA Major full review permit process.

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. December 1, 1991; May 1, 1990; March 1, 1990; RRC Objection due to ambiguity Eff. March 18, 1993; Amended Eff. August 1, 1998; April 23, 1993; Temporary Amendment Eff. December 20, 2001; Amended Eff. July 1, 2009; April 1, 2003.

AIWW →

APPROX. 600 feet wide
GRASS TO GRASS

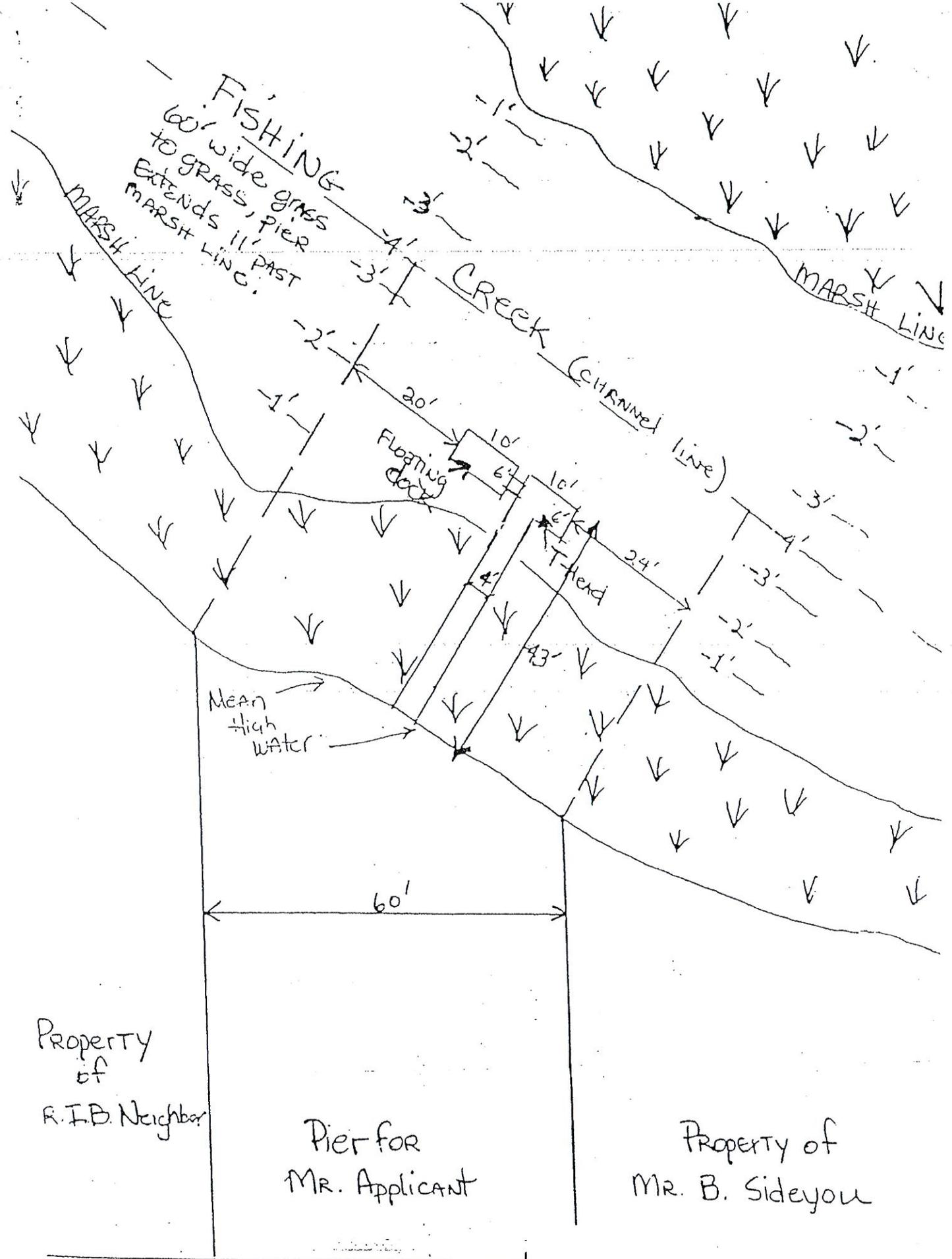
150' MIN. TO FEDERAL
CHANNEL



PROPERTY OF
MR. I. B. Neighbor

Pier FOR
MR. Applicant
at 123 Sound ST.

Property of
MR. B. Sideyc



Property of R.I.B. Neighbor

Pier for MR. Applicant

Property of Mr. B. Sideyou

EXAMINER DRAWING

HAND DELIVER

**ADJACENT RIPARIAN PROPERTY OWNER STATEMENT
(FOR A PIER/MOORING PILINGS/BOATLIFT/BOATHOUSE)**

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. I understand that a pier/mooring pilings / boatlift / boathouse must be set back a minimum distance of fifteen feet (15') from my area of riparian access unless waived by me. (If you wish to waive the setback, you must initial the appropriate blank below.)

_____ I do not wish to waive

_____ I do wish to waive that setback requirement.

DESCRIPTION AND/OR DRAWING OF PROPOSED DEVELOPMENT:
(To be filled in by individual 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

Name of Property Owner: _____

Address of Property: _____
(Lot or Street #, Street or Road, City & County)

Applicant's phone #: _____ Mailing Address: _____

I hereby certify that I own property adjacent to the above referenced property. The individual applying for this permit has described to me as shown on the attached drawing the development they are proposing. A description of drawing, with dimensions, must be provided with this letter.

_____ I have no objections to this proposal. _____ I have objections to this proposal.

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 28405-3845. 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.

WAIVER SECTION

I understand that a pier, dock, mooring pilings, breakwater, boathouse, or lift must be set back a minimum distance of 15' from my area of riparian access unless waived by me. (If you wish to waive the setback, you must initial the appropriate blank below.)

_____ I do wish to waive the 15' set back requirement.

_____ I do not wish to waive the 15' set back requirement.

(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

**Department of Environment and Natural Resources
Division of Coastal Management (DCM)**

Name of Fee: CAMA General Permit (GP) application fees (various, see table).

Purpose of Fee: To partially offset the administrative and personnel costs incurred by the Division for processing the applications and related compliance activities, with consideration given to the complexity of the proposed development activity.

Authority: G.S. 113A-119.1 authorizes the Coastal Resources Commission (CRC) to collect GP fees up to a maximum of four hundred dollars (\$400) per permit application.

New Fee: Various, see table.

Effective Date: September 1, 2006.

Rule #	Permit Type	Old Fee	New Fee
7H.1103	GP at or above NHW/NWL	100	200
	GP below NHW/NWL	100	400
7H.1203	GP Docks, Piers, Boatlifts, Boathouses	100	200
7H.1303	GP Boat Ramps	100	200
7H.1403	GP Wooden or Riprap Groins	100	200
7H.1503	GP Excavation (maint.) up to 100 cy	100	200
	GP Excavation (maint.) 101-1000 cy	100	400
7H.1603	GP Aerial & Subaqueous Lines	100	400
7H.1703	GP Sandbags	250	400
7H.1803	GP Beach Bulldozing	100	400
7H.1903	GP Temporary Structures	100	200
7H.2003	GP Reconfiguration	100	200
7H.2103	GP Marsh Enhancement Breakwater	100	200
7H.2203	GP Freestanding Moorings	100	200
7H.2303	GP Bridges & Culverts	100	400
7H.2403	GP Riprap for Wetland Protection	50	200
7H.2503	GP Emergency (waived by rule)	100	200
7H.2603	GP EEP Mitigation	100	400
7H.2703	GP Riprap Sills	100	200