Non-UNC Project on UNC Property

Erosion and Sedimentation Control (ESC) Permit Process

- Non-UNC project owner is responsible for permit application fees

1. **NCDENR ESC Permit is required.**
2. Plan designer writes ESC Plan and sends it to EHS.
3. EHS reviews ESC Plan and sends comments back to designer.
   - **Plan OK?**
     - **Yes**: Proceed to next step.
     - **No**: Revisit ESC Plan.
4. Project owner completes and signs Financial Responsibility/Ownership Form (FRO). Include UNC as (one of) the Landowner(s) of record.
5. Plan designer fills out UNC Landowner Agreement (unsigned) and sends to EHS with copy of signed FRO.
6. EHS receives signed Landowner Agreement and returns it to Plan designer.
7. EHS sends documents to UNC Legal: Landowner Agreement for signature and copy of signed FRO for review. Process can take up to 2 weeks.
8. Plan designer/project owner coordinate NCDENR ESC Permit application process. UNC Landowner Agreement is included in the application packet.
9. ESC plan is approved by NCDENR. Project can start after receipt of NCDENR Letter of Approval (ESC Permit).
10. Include EHS in pre-construction meeting prior to work on UNC property to ensure contractor is familiar with ESC Permit requirements.

**Abbreviations:**
- **EHS** Environment, Health and Safety
- **ESC** Erosion and Sedimentation Control
- **FRO** Financial Responsibility/Ownership Form
- **NCDENR** NC Department of Environment and Natural Resources
- **DEMLR** Division of Energy, Mineral and Land Resources
- **LQS** Land Quality Section