



Development Services - Planning Division
Major & Minor Subdivisions/Conditional Use
Permit/Conditional District Zoning/Construction Plans Routing
Protocol

REQUIRED OUTSIDE AGENCY APPROVALS (CHECK ONCE APPROVALS ARE RECEIVED WHERE APPLICABLE).

- NCDOT Driveway Permits – Lee Ainsworth, III, P.E. (704) 218-5100 or clainsworth@ncdot.gov
- Union County (Departments to Contact)
 - Environmental Health (For on-site water, sewer, restaurants, pools, schools, daycares and healthcare facilities)
– Contact Traci Colley (704) 283-3553 ext. 3717 or tracicolley@unioncountync.gov
 - UCPW (Union County Public Works) – Water and Sewer Plans
– Contact Crystal Panico, P.E. (704) 296-4239 or crystal.panico@unioncountync.gov
 - County Forester
– Contact William “Bill” Smith (704) 283-3510 or william.smith@unioncountync.gov
- NCDEQ (NC Department of Environmental Quality) – For Phase II Stormwater
 - For general inquiries and program overviews contact Annette Lucas at (877) 623-6748 or annette.lucas@ncdenr.gov
 - For permit review and training opportunities contact Bethany Georgoulis at (919) 807-6372 or bethany.georgoulis@ncdenr.gov
 - For the Water Resources Water Quality Regional Operations Section in Mooresville contact Ed Watson at (704) 235-2198 or edward.watson@ncdenr.gov
- U.S. Fish and Wildlife – Endangered Species contact James Gruhala with Region 4 (Atlanta office) at (505) 761-4768 or James_Gruhala@fws.gov
- U.S. Army Corps of Engineers – Wetlands (Clean Water Act Section 404 Permits)
 - Contact Scott Jones, Field Office Chief at the Charlotte office at (704) 510-1442 or scott.jones@usace.army.mil

****Applicant(s): Please note that no zoning construction nor zoning use permits will be issued until any and all required approvals have been granted from the respective outside agencies including TIA approval if applicable. No certificate of occupancy will be issued until all required NCDOT traffic improvements are completed (if applicable). It is the applicant’s responsibility to get approvals and provide approvals from all applicable agencies and to provide approval documentation to the Waxhaw Development Services Dept.**

THE FOLLOWING IS FOR INTERNAL USE ONLY:

Planner: Please note that this document is to be attached to all permits, internal or external.** (Check all applicable divisions to contact).

TOWN OF WAXHAW (DIVISIONS TO CONTACT. CHECK WHERE APPLICABLE)

Planning

Engineering

Sedimentation & Erosion Control

Building Inspections

Public Services