

Mitigation Request to DMS

Environmental Analysis Unit
Version 2.1 Approved 7/16/2026

Purpose

To formally request mitigation from the North Carolina Department of Environmental Quality's Division of Mitigation Services (DMS) and receive written acceptance from DMS for use in permit applications.

Background

After avoidance and minimization of environmental impacts, and determination of any onsite mitigation opportunities, additional environmental mitigation may be necessary to offset North Carolina Department of Transportation (NCDOT) project impacts prior to permitting by the agencies. If onsite or previously purchased private mitigation bank credit is unavailable, the primary mechanism of obtaining this additional mitigation is via DMS.

Responsibility

The Project Manager and/or Permit Specialist (PM/PS) with the assistance of the EAU Mitigation Group, Mitigation Planning Team (MPT) is responsible for ensuring this additional mitigation is obtained prior to the permit application.

Procedures

1. The PM/PS prepares and submits the permit application to the appropriate agencies once final project impacts have been determined. If environmental impacts are unavoidable and any proposed onsite mitigation has been approved, additional offsite mitigation may be secured through DMS as needed to obtain the permit.
2. To request project specific mitigation, the PM/PS or MPT (if requested) will submit an electronic DMS In-Lieu Fee Request Form (Revised Dec 2022) to DMS. A carbon copy will be forwarded to the PM/PS for inclusion in the project file if the form is submitted by the MPT.
3. DMS reviews the mitigation request and issues an electronic mitigation acceptance letter to the submitter (e.g., Project Manager, Permit Specialist, or Mitigation Group MPT). Upon receipt, a copy of the letter must be distributed to all relevant parties.
4. The acceptance letter becomes part of the permitting package submitted to the appropriate agency(s). Following receipt, an electronic copy of the acceptance letter is placed in the project file by the PM/PS and documented and recorded by the MPT.
5. Upon permit issuance, DMS is copied on the permit and will make the necessary debits to the DMS mitigation debit ledger.

Contacts

- For suggestions to change this procedure contact, Eric Black teblack1@ncdot.gov or Phoenix Spivey pnspivey@ncdot.gov.
- For questions about performing this procedure contact: Eric Black, teblack1@ncdot.gov or Brad Chilton wbchilton@ncdot.gov.

Record of Revision		
Version #	Reason for Revision	Revision Date
1.0	Update Version 1.0 procedures dated 9/21/2011 and contact list.	
2.0	Update the change from Mitigation & Modeling Group to Mitigation Group, Mitigation Planning Team	7/16/26

MITIGATION REQUEST FORM

(NCDOT)

NCDOT CONTACT INFORMATION		REGULATORY CONTACT INFORMATION	
Agency/Division	NCDOT/Highways	USACE Office	Regulatory Field Office
Branch	Division 3	USACE Contact	Scott Jones
Mailing Address	5501 Barbados Blvd.	Mailing Address	151 Patton Avenue, Room 208
City, State, Zip	Wilmington, NC 28429	City, State, Zip	Asheville, NC 28801-5006
Project Manager	Mason Herndon	USACE Fax Number	(828) 281-8120
Telephone Number	910-341-2036	NCDWR Contact	
E-Mail Address	tmherndon@ncdot.gov	Mailing Address	1650 Mail Service Center
Supervisor	Trevor Carroll, PE	City, State, Zip	Raleigh, NC 27699-1650
Telephone Number	910-341-2001	NCDWR Fax Number	(919) 807-6494

PROJECT LOCATION INFORMATION AND IMPACTS			
TIP Number(s)		R-5899	
TIP Description		NC 210 at SR 1560 (Watts Landing Road) Intersection improvements	
Current Let Date		5/18/2027	
NCDOT Highway Division		3	
County(ies)		Pender	
DMS Ecoregion(s)		SOCP	
River Basin(s)		White Oak	
Cataloging Unit(s) (8-digit)		03020302	
Total Stream (feet)	Warm	40.0	
	Cool	0.0	
	Cold	0.0	
	TOTAL	40.0	
Total Riparian Wetland Impact (acres)		0.000	
Total Non-Riparian Wetland Impact (acres)		0.000	
Total Coastal Marsh Impact (acres)		0.000	
Total Buffer Impact	Zone 1 (square feet)	N/A	
	Zone 2 (square feet)	N/A	

OTHER INFORMATION	
USACE Action ID Number (if known)	SAW-2023-01922
NCDWR Project Number (if known)	Unknown
NCDCM Project Number (if known)	N/A
Comments: WBS# 48355.1.1	

IMPORTANT	Signature of Applicant or Agent:
Check below if this request is a: ☒ New Mitigation Request ☐ Revision to a current acceptance	Date: 5/28/2026