



US Army Corps
of Engineers®
Wilmington District

EXHIBIT 5: Procedures for Obtaining Shoreline Use Permits W. Kerr Scott Dam and Reservoir

- Step 1** Applicant makes a written or telephone request for a permit/license to the Visitor Assistance Center at 499 Reservoir Road, Wilkesboro, NC 28697 or 336-921-3390. Be prepared to give the following information:
- a. Type of permit or license desired.
 - b. The location of desired permit
 - c. Name and telephone number of where you can be reached between the hours of 8:00 am and 4:00 pm, Monday – Friday.
- Step 2** If Rangers are unavailable, they will contact the prospective permittee by phone and schedule a meeting at the permit/license location.
- Step 3** The rangers on site will tentatively approve or disapprove the type of facility and location. Upon this approval, Rangers will provide the permittee with the appropriate instructions. Rangers will mark the location with a white carsonite marker.
- Step 4** The permit/license application package and fee schedule will be mailed or given to the permittee at the on-site meeting. These documents must be completed and returned with the appropriate fees within 30 days of the site visit. In addition, a copy of property deed, plat map of property and appropriate facility plans are required. Failure to respond will cause permit process to be terminated. Checks for permit fees should be made payable to “FAO, USAED Wilmington.”
- Step 5** Upon receipt, the Operations Manager will approve the permit/license. A copy of the approved, signed permit application will be mailed to the permittee.
- Step 6** Rangers will install a permit marker on the dock upon when construction is complete and the dock is approved.
- Step 7** The permittee maintains the facility or permit area according to the terms of the permit/license. Near the expiration date, contact the Visitor Assistance Center for renewal information.

Address: **W. Kerr Scott Reservoir**
 Attention: Operations Manager
 499 Reservoir Road
 Wilkesboro, NC 28697

Phone: **336-921-3390**