



Shoreline Exemption Application

PURPOSE

A Shoreline Exemption is the exemption of a development from the State Shoreline Management Act. Construction of single-family homes, in most cases, are exempt from shoreline regulations. Shoreline Exemptions are allowed for development that conforms to the exemption requirements under the Washington Administrative Code (WAC) 173-040, and are located within 200 feet of ordinary high water mark (OHWM) of a shoreline covered under the Shoreline Management Act.

Following is a general description of the uses exempt from the Shoreline Management Act:

1. Any development, other than residential, of which the total cost or fair market value, whichever is higher, does not exceed \$7,047.00 if the development does not materially interfere with the normal public use of the water or shorelines of the state.
2. Normal maintenance repair of existing structure or developments, including damage by accident, fire, or elements.
3. Construction of the normal protective bulkhead common to single-family residences.
4. Emergency construction necessary to protect property from damage by the elements.
5. Construction and practices normal or necessary for farming, irrigation, and ranching activities, including agricultural service roads and utilities on wetlands.
6. Construction or modification of navigational aids such as channel markers and anchor buoys.
7. Construction on shorelands by an owner, lessee, on contract purchaser of a single-family residence for his own use or for the use of his family, which residence does not exceed a height of thirty-five (35) feet above average grade level.
8. Construction of a dock, designed for pleasure craft only, for the private noncommercial use of the owners, lessee, or contract purchaser of a single-family residence, for which the cost or fair market value, whichever is higher, does not exceed \$11,200.
9. Operations, maintenance, or construction of canals, waterways, drains, reservoirs, or other facilities that now exist or are hereafter created or developed as a part of an irrigation system.
10. The marking of property lines or corners on state owned lands.
11. Operation and maintenance of any system of dikes, ditches, drains, or other facilities

existing on the effective date of the 1975 amendatory act.

12. Site exploration and investigation activities that are prerequisite to preparation of an application for development authorization under this chapter, if:
 - (A) The activity does not interfere with the normal public use of the surface waters;
 - (B) The activity will have no significant adverse impact on the environment including, but not limited to, fish, wildlife, fish or wildlife habitat, water quality, and aesthetic values;
 - (C) The activity does not involve the installation of a structure, and upon completion of the activity the vegetation and land configuration of the site are restored to conditions existing before the activity;
 - (D) A private entity seeking development authorization under this section first posts a performance bond or provides other evidence of financial responsibility to the local jurisdiction to ensure that the site is restored to preexisting conditions; and
 - (E) The activity is not subject to the permit requirements of RCW [90.58.550](#);
13. The process of removing or controlling an aquatic noxious weed, as defined in RCW [17.26.020](#), through the use of an herbicide or other treatment methods applicable to weed control that are recommended by a final environmental impact statement published by the department of agriculture or the department jointly with other state agencies under chapter [43.21C](#) RCW;
14. The external or internal retrofitting of an existing structure with the exclusive purpose of compliance with the Americans with disabilities act of 1990 (42 U.S.C. Sec. 12101 et seq.) or to otherwise provide physical access to the structure by individuals with disabilities.

SUBMITTAL

1. Filing Fee: **\$300.00**
2. Technology Fee: **\$5.00**

Please submit all of the items listed on the attached checklist.

Failure to submit all requested items (in a legible form) will delay processing of your application.

PROCEDURE

1. It will take approximately one (1) month from the date of filing your application for a shoreline exemption before a decision is made regarding your exemption.
2. The Shoreline Administrator will determine if an exemption is warranted based on the standards/criteria located in WAC 173-040.
3. If a proposed project conforms with criteria of WAC 173-040, a shoreline exemption will be issued.

SHORELINE EXEMPTION APPLICATION

File No. _____ Tax ID. #: _____

1. Business Name: _____

2. **PROPERTY OWNER:** (If there are more owners, attach an additional sheet with names, addresses, contact information and signatures)

Name: _____

Mailing Address: _____

_____ City State Zip

Phone: _____ Fax: _____

Alt. Phone: _____ Email: _____

3. **APPLICANT:**

Name: _____

Mailing Address: _____

_____ City State Zip

Phone: _____ Fax: _____

Alt. Phone: _____ Email: _____

Status (owner, lessee, agent, etc.): _____

4. **DESIGNATED CONTACT PERSON:** (The person who will receive and disseminate all correspondence from the City)

Name: _____

Mailing Address: _____

_____ City State Zip

Phone: _____ Fax: _____

Alt. Phone: _____ Email: _____

5. **PROPERTY:**

Address: _____

_____ City State Zip

Zone: _____ Current Lot Size (Sq. Ft.): _____

Acres: _____

Legal Description: _____

6. **USE:**

Existing use of property: _____

Proposed use of property (in detail): _____

Construction starting & completion dates: _____

Value of proposed improvements: _____

Name of water area and/or wetlands within which development is proposed:

Nature of existing shoreline by description of type (such as marine, stream, lake, lagoon, marsh, bog, swamp, flood plain, floodway, delta); type of beach (such as sand, gravel, mud, clay, rock, riprap); and extent and type of bulkhead (if any):

SHORELINE EXEMPTION APPLICATION CHECKLIST

The following materials are the **minimum** materials that must be submitted with your application. Additional information may be required after review of your proposal. This checklist is provided for your benefit and to aid the City in determining if your application is complete. You will be notified after your application is reviewed. Please do not turn in your application until all items, which apply to your proposal, have been checked off. **Incomplete applications will not be accepted or acted upon.** If you have any questions, contact the Community Development Department.

RETURN COMPLETED CHECKLISTS PART I AND PART II WITH YOUR APPLICATION OR APPLICATION WILL NOT BE ACCEPTED.

<i>For Office Use Only</i>
Date Submitted: _____ Reviewed By: _____

PART I – APPLICATION SUBMITTAL		Applicant	Staff
1	Original, and two (2) copies of the completed application.		
2	Original, and two (2) copies of the site plan, elevation plan, floor plan and Part II Checklist for the proposed project.		
3	Legal Description of the subject property.		
4	A check to the City of Pacific for the filing fees of the Shoreline Exemption.		

PART II - PLAN REQUIREMENTS			
<i>(Site plan requirements checklist must be completed by the engineer, surveyor, or architect)</i>		Surveyor	Staff
5	<p>A dimensioned site plan drawn to scale (minimum 1" = 20') showing the following:</p> <ul style="list-style-type: none"> (a) Dimension and shape of lot with adjacent street names (b) The location and dimensions of existing and proposed buildings (c) Existing water courses, wetlands, utility lines, structures, rockeries, or other relevant manmade or natural features (d) Existing and finished grades at 5 foot contours in both land and water areas (e) Storm drainage (f) The location of the Ordinary High Water Mark (OHWM) (g) The shoreline designation according to the Shoreline Master Program (h) The development involves the removal of any soils, identifying the disposal site on a map. If the disposal site is beyond the confines of the vicinity, provide another vicinity map showing the precise location of the disposal site and its distance to the nearest city or town (i) Building elevations of the proposal (drawn with a minimum scale of 1/8" = 1') (j) Floor plans with door and window location (drawn with a minimum sale of 1/8" = 1') 		
6	Vicinity Map		
7	Electronic copies of all materials		
8	Address Labels – If Required		

**INSTRUCTIONS FOR OBTAINING ADDRESS LABELS
(If Required)**

****Please Note – Mailing labels may be purchased from King County. A Tax Assessor’s map(s) shall be submitted with the application.***

REMINDER:

Envelopes and postage shall be provided by the applicant. A copy of the labels should be made before individually placing them on stamped legal sized envelopes (9 ½” x 4 ½”) with the City’s return address. (***NO METERED MAIL***)

RETURN ADDRESS:

**City of Pacific
Dept. of Community Development
100 3rd Ave. SE
Pacific, WA 98047**