



Private Buoy or Marker Permit Submittal Requirements & Checklist



Project File Number: _____ Accepted By: _____

Project Name: _____ Date: _____

Private buoys and markers, which meet specific requirements, are allowed on Lake Stevens and on State-owned aquatic lands. Lake Stevens Municipal Code 10.16.070 provides detailed requirements. These requirements are summarized below. Usually, buoys and markers require a Shoreline Exemption and a Private Buoy or Marker Permit from the Planning Department, with annual renewal required from the City of Lake Stevens Police Department.

In addition, buoys and markers will require Hydraulic Permit Approval (HPA) or HPA exemption from the Washington Department of Fish and Wildlife (WAF&W) before permit issuance. A Buoy/Marker authorization is required from the Washington Department of Natural Resources (WADNR) before permit issuance; and the authorization number is to be placed on the buoy (see attached WADNR information). ***Applicant to contact both WAF&W and WADNR (see page 2 for contacts).***

Summary of Private Buoys or Markers Requirements (LSMC 10.16.070)

- Buoys or markers must meet the requirements of the Uniform Waterway Marking System (Chapter 352-66 WAC).
- Waterskiing activities requiring buoys, jumps or floats require HPA or HPA exemption, and City permit.
- Up to two mooring buoys placed within the envelope of a new or existing permitted dock and consistent with the Shoreline Master Program do not require a Private Buoy or Marker Permit, but may require an HPA and will require authorization from the WADNR.
- Temporary buoys, markers, jumps or floats for activities associated with a Special Event Permit do not require a separate Private Buoy or Marker Permit, but may require an HPA.
- The Planning Director, in consultation with the Chief of Police, may issue a Private Buoy or Marker Permit, which is required to be renewed annually with fees.

Consideration of the following will occur before approval of a Private Buoy or Marker Permit:

- Purpose and location of proposed buoys or markers
- Proximity of proposed buoys or markers to the shoreline, adjacent property, and other buoys and markers
- Water traffic congestion in the area of the proposed buoys or markers
- Potential hazards to navigation
- Regulations in the Shoreline Master Program
- Any other issue bearing on public safety and health

Denial of Private Buoy or Marker Permit or refusal to renew a prior application can be appealed to the City Council.

Required Submittal Items

Office AND Applicant - (please check off all applicable “applicant” boxes). **Application to City should occur before contacting WAF&W and WADNR. HPA or HPA Exemption and WADNR Authorization approval should be submitted before City permit is issued.**

Applicant / Staff Verify

___ ___ Completed Type I & II Application (3 copies)

___ ___ **Detailed summary of proposal including the following information** (3 copies)

- ___ ___ Purpose of proposed buoy or marker
- ___ ___ Identify upland property owner
- ___ ___ Identify the number of buoys currently in place and the number of buoys to be replaced and/or added
- ___ ___ Does the buoy swing circle encroach on neighboring properties?
- ___ ___ Describe any accessory projects such as building or replacing a dock, etc.
- ___ ___ Include description of buoy (anchor type, line, float, and length of line between anchor and buoy/marker) or marker (markings) (see attached brochure for mooring options approved for state-owned lands.)

___ ___ **Site Plan Include the following:** (3 copies)

- ___ ___ 1. Vicinity map
- ___ ___ 2. Property boundary lines, existing lots, tracts
- ___ ___ 3. Shoreline Jurisdiction
- ___ ___ 4. Ordinary high water mark (OHWM) of lake and Base Flood Elevation
- ___ ___ 5. Critical areas (e.g., wetlands, steep slopes, etc.)
- ___ ___ 6. Locations of proposed buoys with distance to shore and property lines shown
- ___ ___ 7. Distances between proposed buoys and existing buoys, floats, docks, etc. within 100 feet. (Buoys, except for buoys within the envelope of a dock as per the Shoreline Master Program, are to be placed to allow full use of any legally pre-existing buoys, floats or docks.)

___ ___ **Photographs** of the site showing current conditions

___ ___ **Completed Shoreline Exemption Application**

___ ___ **Completed FEMA Floodplain Development Permit Application**

___ ___ **Permit fees** (Planning fee for initial permit and annual Police Dept fee) (Please consult the Permit Specialist for the fee amount)

Applicant should **contact** the Washington Department of Fish and Wildlife to determine if a Joint Aquatic Resources Permit Application (JARPA) is required for a Hydraulic Permit Approval (HPA) or for exemption. Jamie Bails, (425) 379-2309, Jamie.Bails@dfw.wa.gov.

Applicant should **contact** the Washington Department of Natural Resources to request free use of state aquatic lands to install a recreational buoy using Attachment E of a JARPA. Leslie Cohns, Orca Straits District Aquatic Resources at 360-854-2866 or lesslie.cohns@dnr.wa.gov.