



Shoreline Exemptions

Submittal Requirements & Checklist



Project File Number: _____ Accepted By: _____

Project Name: _____ Date: _____

Under the Shoreline Management Act, certain developments are exempt from the permit requirements. An exemption from these requirements means that an activity must still comply with the Act and the Lake Stevens Shoreline Master Program; it is only exempt from needing a Shoreline Substantial Permit. Other restrictions or permits may be required.

State law requires that all requests for exemptions be reviewed narrowly (only those developments that meet the precise terms of one or more of the listed developments may be exempted from the Substantial Development Permit process). The following table is a list of Shoreline Exemptions as identified under state law (WAC 173-27-040).

<u>Shoreline Exemption Application Required**</u>	<u>No Exemption Application Required*</u>
Project assessed as or equal to a fair market value <=\$6,416 <i>(SEPA may be required)</i>	Aquatic weed control
Normal maintenance and repair of existing structures or development <i>(SEPA not required)</i>	Construction practices normal for farming, irrigation and ranching
Construction of normal protective bulkhead common to single-family homes <i>(SEPA required)</i>	Marking of property lines or corners on state-owned lands
Emergency construction (application submitted after-the-fact, if needed) <i>(SEPA not required)</i>	Operation, maintenance or construction of canals, waterways, drains, etc.
Single-family residences <i>(SEPA not required)</i>	Construction or modification of navigational aids
Construction of a dock <=\$10,000 <i>(SEPA required)</i>	Operation and maintenance of dikes, ditches, etc. existing on September 8, 1975, created as part of agricultural drainage or diking system
Watershed restoration projects <i>(SEPA may be required)</i>	Projects with certification from the Governor pursuant to Chapter 80.50 RCW
Fish or wildlife habitat restoration projects <i>(SEPA may be required)</i>	Site exploration and investigation activities prerequisite to preparation of development application
<i>Contact WA Dept of Fish & Wildlife to determine if a Joint Aquatic Resources Permit Application is required: Jamie Bails, bailsjlb@dfw.wa.gov, (425) 379-2309</i>	Process of removing or controlling aquatic noxious weeds if treatment method is recommended by Depts of Ecology or Agriculture

****"Shoreline Exemption Application Required"** - These activities require a Letter of Shoreline Exemption from the City of Lake Stevens before they may commence. Applications may be deemed complete when required application and submittals are provided consistent with the Shoreline Exemption Application Checklist (see back of form).

****"No Exemption Application Required"** - These exempt activities do not require a Shoreline Exemption application, but shall comply with the City of Lake Stevens' Shoreline Master Program and Shoreline Management Act. Applicants are encouraged to consult with the Planning & Community Development Department when pursuing these activities.

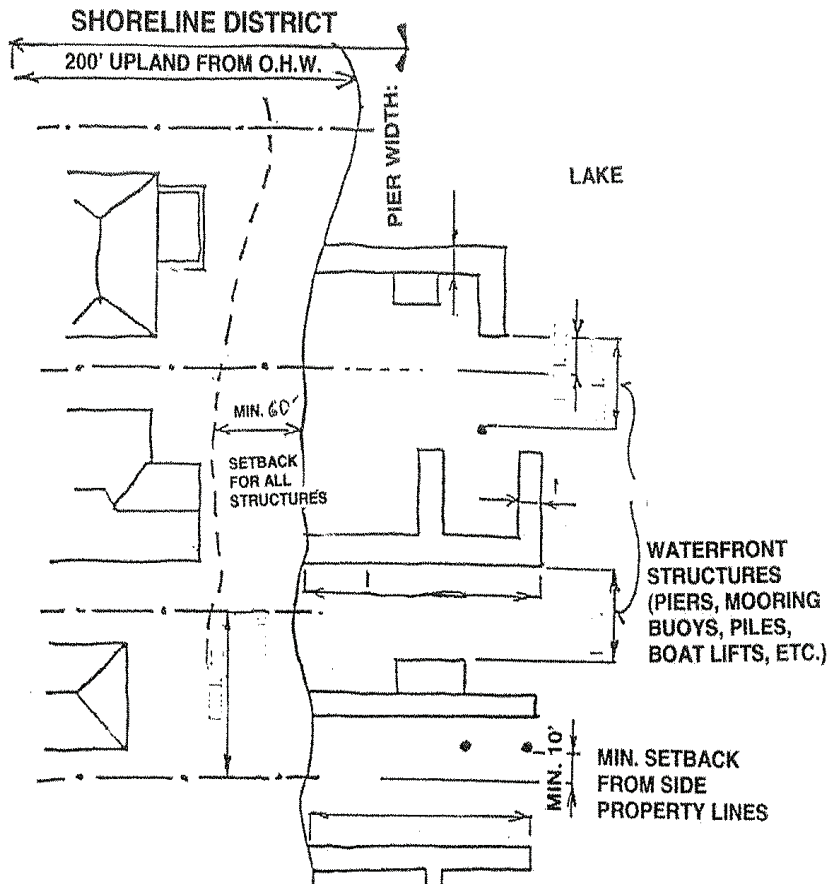
Required Submittal Items

Updated & Approved 6/14/13

Office AND Applicant - (please check off all applicable "applicant" boxes)

Applicant / Staff Verify

- ___ ___ **A. Completed Type I Application** (3 copies)
- ___ ___ **B. Completed Shoreline Exemption Determination Supplementary Information**
(proposal must meet regulations in the Shoreline Master Program (3 copies))
- ___ ___ **C. Completed FEMA Floodplain Development Permit Application**, if required (*all overwater development needs at least a Floodplain Development Exemption*)
- ___ ___ **D. Completed SEPA Checklist**, if required on page 1 of Checklist (3 copies)
- ___ ___ **E. Electronic list of property owners within 300 feet of subject property** (email)
- ___ ___ **F. Permit fees** (Please consult the Permit Specialist for the fee amount)
- ___ ___ **G. Site Plan Include the following** (see general plan below as example): (3 copies)
 - ___ ___ 1. Vicinity map
 - ___ ___ 2. Property boundary lines, existing lots, tracts, utility or access easements and streets
 - ___ ___ 3. Shoreline Jurisdiction (200 feet from lake or stream)
 - ___ ___ 4. Critical areas (e.g., wetlands, steep slopes, etc.)
 - ___ ___ 5. Distances between existing and proposed structures on and within 50 feet of the subject property. For residential structures and additions, please identify the front, rear and side building setbacks from property lines.
 - ___ ___ 6. If property is located in a floodplain, show the Base Flood Elevation
 - ___ ___ 7. Ordinary high water mark (OHWM) of all waterbodies
 - ___ ___ 8. Dimensions of proposed development (length, width, height)



SHORELINE EXEMPTION DETERMINATION SUPPLEMENTARY APPLICATION

Please fill out this form and submit with your Shoreline Exemption Application.

Name of Shoreline waterbody within 200 feet of proposed development:

Current use of property with existing improvements:

Describe amount and types of materials to be used, and show how they meet the requirements in the SMP (e.g., type of decking material and how it meets 40% open space requirements, etc.)

Proposed use of property after new construction (Include description of all activities necessary to accomplish the project including how they will occur such as from shore or water, in-water construction, etc. Describe any accessory projects such as building a road to the project site, clearing, grading or filling, etc. Include description type of construction and materials, including amount of material to be placed or removed (gravel, rock, etc.) and type and size of equipment that will be needed to complete the project.) (May attach the description if more space is required):

Estimated costs of improvements (including labor costs and materials at fair market value):

Nature of the Existing Shoreline (Describe type of shoreline such as lake or stream; type of beach, such as accretion, erosion, high bank, or low bank; material, such as sand, gravel, mud, clay, rock, riprap; and extent and the type of bulkheading, if any):

SHORELINE EXEMPTION DETERMINATION SUPPLEMENTARY APPLICATION

Environmental Impacts. Please describe potential impacts to water quality, habitat, natural shoreline processes, and soil stability as a result of the proposed development. Are wetlands on-site or nearby? Is the site in a flood zone? How will these impacts be minimized and/or mitigated?

Other Impacts. Please describe potential impacts to adjacent properties, public access and public use of the shoreline as a result of the proposed development. How will these impacts be minimized and/or mitigated?

Site Plan and Photographs. Please attach a site plan showing the entire shoreline area, existing development, new development, distances, etc. similar to the site plan example. In addition, please attach some photographs taken towards the water, towards shore, and along the shoreline to show existing development. **Project is not deemed complete until after photos are taken and submitted to the City.**