



# KITTTITAS COUNTY COMMUNITY DEVELOPMENT SERVICES

411 N. Ruby St., Suite 2, Ellensburg, WA 98926

CDS@CO.KITTTITAS.WA.US

Office (509) 962-7506

“Building Partnerships – Building Communities”

## SHORELINE PERMITTING

*(For projects located within 200 feet of a body of water and/or associated floodway and wetlands under the jurisdiction of the Shoreline Master Program)*

A **preapplication conference is REQUIRED** per KCC 15A.03.020 for this permit. The more information the County has early in the development process, the easier it is to identify and work through issues and conduct an efficient review. To schedule a preapplication conference, complete and submit a Preapplication Conference Scheduling Form to CDS. Notes or summaries from preapplication conference should be included with this application.

### REQUIRED INFORMATION / ATTACHMENTS

- A scaled site plan is required showing location of all structures, driveways, well, septic, fences, etc. and proposed uses and distances from property lines, river, and Horizontal distance from OHWM. To show the Horizontal distance a profile view from the OHWM to the edge of structure/activity shall also be shown.
- Include JARPA or HPA forms *if required* for your project by a state or federal agency.

### **Please check the box next to the most restrictive type of shoreline permit you are requesting:**

- Shoreline Substantial Development Permit - **Fee:** (CDS: \$2,190 + PW: \$550 = **\$2,740**) + SEPA, if not exempt
- Shoreline Conditional Use Permit - **Fee:** (CDS: \$3,690 + PW: \$550 = **\$4,240**) + SEPA, if not exempt
- Shoreline Variance - **Fee:** (CDS: \$3,690 + PW: \$550 = **\$4,240**) + SEPA, if not exempt

### APPLICATION FEES:

(see above) Kittitas County Community Development Services (KCCDS)

(see above) Kittitas County Department of Public Works

\$1,125.00 SEPA Checklist, if not exempt - **Fee:** CDS: \$600 + PW: \$250 + PH: \$275)

**(see above) Total fees due for this application** (One check made payable to KCCDS)

### **FOR STAFF USE ONLY**

|   |                    |                        |  |
|---|--------------------|------------------------|--|
| Application Received By (CDS Staff Signature):<br><br>_____ | DATE:<br><br>_____ | RECEIPT #<br><br>_____ | <div style="border: 1px solid black; width: 100%; height: 100%;"></div> <b>DATE STAMP IN BOX</b> |
|---|--------------------|------------------------|--|

**General Application Information**

**1. Name, mailing address and day phone of land owner(s) of record:**

*Landowner(s) signature(s) required on application form.*

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City/State/ZIP: \_\_\_\_\_

Day Time Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

**2. Name, mailing address and day phone of authorized agent, if different from landowner of record:**

*If an authorized agent is indicated, then the authorized agent's signature is required for application submittal.*

Agent Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City/State/ZIP: \_\_\_\_\_

Day Time Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

**3. Name, mailing address and day phone of other contact person**

*If different than land owner or authorized agent.*

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City/State/ZIP: \_\_\_\_\_

Day Time Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

**4. Street address of property:**

Address: \_\_\_\_\_

City/State/ZIP: \_\_\_\_\_

**5. Legal description of property: (attach additional sheets as necessary)**

\_\_\_\_\_  
\_\_\_\_\_

**6. Tax parcel number(s):** \_\_\_\_\_

**7. Property size:** \_\_\_\_\_ (acres)

**8. Provide section, township, and range of project location:**

¼ Section \_\_\_\_\_ Section \_\_\_\_\_ Township \_\_\_\_\_ N. Range \_\_\_\_\_ E., W.M.

9. Latitude and longitude coordinates of project location (e.g. 47.03922 N lat. / -122.89142 W long.):  
\_\_\_\_\_ [use decimal degrees – NAD 83]

10. Type of Ownership: (check all that apply)

- Private                       Federal                       State                       Local                       Tribal

11. Land Use Information:

Zoning: \_\_\_\_\_ Comp Plan Land Use Designation: \_\_\_\_\_

12. Shoreline Designation: (check all that apply)

- Urban Conservancy                       Shoreline Residential                       Rural Conservancy  
 Natural                       Aquatic

13. Type of Shoreline Permit(s) requested (check all that apply):

a. Shoreline Substantial Development Permit will always be required unless proposal meets an exemption per WAC 173-27-040.

- Shoreline Substantial Development Permit; or  
 Shoreline Exemption Permit (see Shoreline Exemption Permit application)

b. Only check one or both of the boxes below if they are applicable.

- Shoreline Conditional Use Permit  
*\*must answer question 32. a.-h. below.*  
 Shoreline Variance  
*\*must answer questions 33. a.-g. and 34. a.-b. (if applicable) below.*

14. Fair Market Value of the project, including materials, labor, machine rentals, etc. \_\_\_\_\_

15. Anticipated start and end dates of project construction: Start \_\_\_\_\_ End \_\_\_\_\_

### Project Description

16. Briefly summarize the purpose of the project:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

17. What is the primary use of the project (e.g. Residential, Commercial, Public, Recreation)?

\_\_\_\_\_

18. What is the specific use of the project (e.g. single family home, subdivision, boat launch, restoration project)?

\_\_\_\_\_

### Vegetation

19. Will the project result in clearing of tree or shrub canopy? (check one)

- Yes                       No

If 'Yes', how much clearing will occur? \_\_\_\_\_ (square feet and acres)

20. Will the project result in re-vegetation of tree or shrub canopy? (check one)

Yes  No

If 'Yes', how much re-vegetation will occur? \_\_\_\_\_ (square feet and acres)

### Wetlands

21. Will the project result in wetland impacts? (check one)

Yes  No

If 'Yes', how much wetland will be permanently impacted? \_\_\_\_\_ (square feet and acres)

22. Will the project result in wetland restoration? (check one)

Yes  No

If 'Yes', how much wetland will be restored? \_\_\_\_\_ (square feet and acres)

### Impervious Surfaces

23. Will the project result in creation of over 500 square feet of impervious surfaces? (check one)

Yes  No

If 'Yes', how much impervious surface will be created? \_\_\_\_\_ (square feet and acres)

24. Will the project result in removal of impervious surfaces? (check one)

Yes  No

If 'Yes', how much impervious surface will be removed? \_\_\_\_\_ (square feet and acres)

### Shoreline Stabilization

25. Will the project result in creation of structural shoreline stabilization structures (revetment/bulkhead/riprap)?

(Check one)  Yes  No

If 'Yes', what is the net linear feet of stabilization structures that will be created? \_\_\_\_\_

26. Will the project result in removal of structural shoreline stabilization structures (revetment/bulkhead/riprap)?

(Check one)  Yes  No

If 'Yes', what is the net linear feet of stabilization structures that will be removed? \_\_\_\_\_

### Levees/Dikes

27. Will the project result in creation, removal, or relocation (setting back) of levees/dikes?

(check one)  Yes  No

If 'Yes', what is the net linear feet of levees/dikes that will be created? \_\_\_\_\_

If 'Yes', what is the net linear feet of levees/dikes that will be permanently removed? \_\_\_\_\_

If 'Yes', what is the linear feet of levees/dikes that will be reconstructed at a location further from the OHWM? \_\_\_\_\_

**Floodplain Development**

28. Will the project result in development within the floodplain? (check one)

- Yes  No

If 'Yes', what is the net square feet of structures to be constructed in the floodplain? \_\_\_\_\_

*\*Note: A floodplain development is required per KCC 14.08; please contact Kittitas County Public Works*

29. Will the project result in removal of existing structures within the floodplain? (check one)

- Yes  No

If 'Yes', what is the net square footage of structures to be removed from the floodplain? \_\_\_\_\_

**Overwater Structures**

30. Will the project result in construction of an overwater dock, pier, or float? (check one)

- Yes  No

If 'Yes', how many overwater structures will be constructed? \_\_\_\_\_

What is the net square footage of water-shading surfaces that will be created? \_\_\_\_\_

31. Will the project result in removal of an overwater dock, pier, or float? (check one)

- Yes  No

If 'Yes', how many overwater structures will be removed? \_\_\_\_\_

What is the net square footage of water-shading surfaces that will be removed? \_\_\_\_\_

**Shoreline Conditional Use Permit**

**(answer ONLY if requesting this permit)**

*\*Must demonstrate your proposal meets all of the following per Kittitas County Shoreline Master Program (SMP):*

32. Answer the following questions on a separate sheet and attach to this application packet.

- a. That the proposed use is consistent with the policies of RCW 90.58.020 and the Master Program;
- b. That the proposed use will not interfere with the normal public use of public shorelines;
- c. That the proposed use of the site and design of the project is compatible with other authorized uses within the area and with uses planned for the area under the comprehensive plan and SMP;
- d. That the proposed use will cause no significant adverse effects to the shoreline environment in which it is to be located;
- e. That the public interest suffers no substantial detrimental effect;
- f. That if conditional use permits were granted for other developments in the area where similar circumstances exist, the cumulative impact of such uses would remain consistent with the policies of RCW 90.58.020 and not produce substantial adverse effects to the shoreline environment.
- g. That the proposed use has been appropriately conditioned to prevent undesirable effects of the proposed use and to assure consistency of the project with the Act and the local Master Program.
- h. When converting from one nonconforming use to a different nonconforming use, the applicant must demonstrate that no reasonable alternative conforming use is practical and that the proposed use will be at least as consistent with the policies and provisions of the Act and the Master Program and as compatible with the uses in the area as the pre-existing use.



