



ISLAND COUNTY PLANNING & COMMUNITY DEVELOPMENT

PHONE: (360) 679-7339 ■ from Camano (360) 629-4522 ■ from S. Whidbey (360) 321-5111
■ FAX: (360) 679-7306 ■ 1 NE 7th St., Coupeville, WA 98239-5000 ■ 121 N East Camano
Drive, Camano Island, WA 98282 ■ Phone (360) 387-3443
www.islandcountywa.gov/planning

INSTRUCTIONS FOR FILLING OUT AND SUBMITTING AN APPLICATION

- Type or neatly print all information. Only fill out those portions that are not shaded in gray.
- If someone other than the landowner is applying for the permit, the application must be accompanied by a notarized "Applicant Authorization Form". Without this form, the application will be incomplete and will not be accepted by County staff. The "Applicant Authorization Form" is attached to this application.
- This application is a "Master Land Development Permit" and must be filled out for all types of development permits. Depending upon your specific proposal you will need to fill out supplemental attachments to this application that provide more specific information. No development proposals can be reviewed using only this form so please ask what additional forms you will need.

Electronic Submittal Process

It is preferred for applicants to use the electronic submittal process to submit application materials. Please save all electronic files in **PDF file format**, using the following file naming procedure for submittal:

ApplicantLastName_DocumentName_DateSubmitted.pdf

Document names should be abbreviated; below is a list of common document names and their abbreviations:

| | | | |
|-----------------------------|--------------------------------|------------------------------------|----------------------------------|
| Application APP | Arch Report ARCH | AsBuilt ASB | Site Plan SPLAN |
| Buffer Enhancement Plan BEP | Biological Site Assessment BSA | Certificate of Appropriateness COA | Field Indicators Worksheet FIELD |
| Elevations ELV | Mitigation Plan MIT | Geocoastal GEOC | Geotechnical GEO |
| Revisions REV 1,2,3, | SEPA Checklist SEPA | Wetland Report WET | Drainage Narrative DRNG |

Example of file naming using document abbreviation: **Johnson_APP_091324.pdf**

Once all files have been saved using the naming procedure above, all files can then be submitted to: planningdept@islandcountywa.gov Emails over 7 MB should be sent through a file sharing application, or contact the Planning Department for an FTP sharing link. Once application materials have been reviewed by planning staff and deemed sufficient for submittal, the applicant will receive an email along with an invoice and payment instructions.

**All fees must be paid within 14 calendar days, or the application will become null and void,
canceling the application.**

After payment is received, the applicant will receive a letter of completeness indicating that the review period has begun. If the application is deemed incomplete, the applicant will receive a letter stating that the application is incomplete and requires revisions.

IF APPLICANT CHOOSES IN PERSON SUBMITTAL AN APPOINTMENT IS PREFERRED

Whidbey: call 360-678-7339

Camano: call 360-387-3443

ISLAND COUNTY PLANNING AND COMMUNITY DEVELOPMENT**P.O. BOX 5000, COUPEVILLE, WA 98239**

Phone: (360) 679-7339 - South Whidbey (360) 321-5111 - Camano Island (360) 629-4522

<https://www.islandcountywa.gov/Planning/Pages/Home.aspx>**MASTER LAND DEVELOPMENT PERMIT APPLICATION**

Application # _____ Date Rec'd _____ Receipt # _____ Application Fee _____

Associated Fees _____

Associated Files _____

Grayed areas to be filled out by County staff only

| | |
|-------------------------|-----------|
| Owner | Phone |
| Address | e-Mail |
| City, State, Zip | Signature |
| Owner | Phone |
| Address | e-Mail |
| City, State, Zip | Signature |
| Applicant/Agent* | Phone |
| Address | e-Mail |
| City, State, Zip | Signature |

PROPERTY INFORMATION**Project Address (include city):**

| Parcel # | Key # | Parcel Size | Division | Block | Lot | Zoning |
|--|-------|-------------|---|----------|-------|---------|
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| Subdivision Name | | | Section | Township | Range | Quarter |
| Do you own contiguous parcels? <input type="checkbox"/> Yes (if yes, list) <input type="checkbox"/> No | | | Is the property in a special tax program, e.g. forest, agriculture, senior citizen, etc.? | | | |

PROJECT INFORMATION (check all that apply) Form letter reference is bolded

| | | |
|--|--|---|
| Subdivision | Site Plan Review | Zoning |
| <input type="checkbox"/> Short Plat – Preliminary (G) <input type="checkbox"/> Short Plat – Final (H) <input type="checkbox"/> Short Plat – Alteration (L) <input type="checkbox"/> Long Plat – Preliminary (I) <input type="checkbox"/> Long Plat – Final (J) <input type="checkbox"/> Long Plat – Alteration (M) <input type="checkbox"/> Planned Residential Development (K) Boundary Line Adjustment (BB) Lot Combination (BB) | <input type="checkbox"/> Cell Tower (E) <input type="checkbox"/> Surface Mine (F) Rural Commercial Events (EE) <input type="checkbox"/> Type II in NR Zones (D) <input type="checkbox"/> Type II other Zones (C) <input type="checkbox"/> Type III in NR Zones (D) <input type="checkbox"/> Type III other Zones (C) | <input type="checkbox"/> Certificate of Zoning Compliance <input type="checkbox"/> Zoning Code Interpretation <input type="checkbox"/> Zoning Code Amendment <input type="checkbox"/> Comprehensive Plan Amendment |
| Critical Areas | Shoreline | Other |
| Public Transportation Utility (Y) Reasonable Use (Type I) (X-1) Reasonable Use (Type II) (X-2) Wetland or Buffer Improvement (Z) Critical Areas Permitted Use (P) | <input type="checkbox"/> Shoreline Exemption (R) <input type="checkbox"/> Shoreline Exemption - Limited Review <input type="checkbox"/> Shoreline Development (Q) Shoreline Variance/Conditional Use (S) | <input type="checkbox"/> Environmental Checklist (SEPA) <input type="checkbox"/> Clearing & Grading (N) <input type="checkbox"/> Water System Review <input type="checkbox"/> Variance (A) <input type="checkbox"/> Temporary Use |



AGENT AUTHORIZATION FORM

Received date: _____

Received by: _____

Landowners may authorize agents, designers, contractors, etc. to apply for permits and conduct activities on their behalf by completing this form and returning to Island County staff. Once received, this form will expire in 3 years. Any applications or requests that agents submit on an owner's behalf must meet the general description provided by the owner below.

I/We hereby authorize the following companies or individuals to submit applications on my/our behalf. I/We also understand that once a permit/application is submitted that all future correspondence may be directed to said agent(s).

Description of work/project: _____

Agent Name: _____

Agent Name: _____

Agent Name: _____

Agent Name: _____

Parcel number(s): _____

Name 1 (printed) _____ Date: _____

Signature 1: _____

Name 2 (printed) _____ Date: _____

Signature 2: _____

APPLICATION CHECKLIST

Please use the following checklist to ensure you provide all the items required under Island County Code. If you believe that an item is not applicable, write N/A and explain why in the blank. All of the blanks under "Applicant Use" must be filled in for this application to be accepted as complete and for the review process to begin. This checklist applies to all land use applications. Depending upon the type of application, additional information may also be required which will be outlined in any of the additional forms attached to this Master Permit Application.

| Applicant Use | Application Requirements | County Use Only |
|---------------|---|-----------------|
| | <ol style="list-style-type: none"> 1. Completed Master Land Development Application 2. Electronic copy via email, thumb drive, or file sharing link containing complete application and associated reports (.pdf format requested) . Please send separate documents as separate files. For example, the application form, SEPA checklist, wetland report, BSA, etc. should all be separate files with clear file names. 3. Completed Field Indicators Worksheet (from Wetland ID Guide). 4. Completed project specific Forms (e.g. Form A Variance, etc.). 5. A legible plot plan that shows all of the following (except for final long and short subdivisions – for short subdivisions see Form H; for long subdivision see Form J, for BLA or Lot Combination see form BB). *See example plot plan on p16 <ol style="list-style-type: none"> a) Drawn to a standard engineering scale. b) North Arrow c) Parcel boundaries, including the length of each boundary and the total area of the lot/parcel (in acres or square feet) d) Name of public and/or private road(s) bordering the property, including the location of the proposed/approved access point to the site and associated driveway. e) Land features, including top (crest) and bottom (toe) of all slopes, direction of slope (with arrowing point downslope) percentage of slope (rise/run), forested areas, open fields, areas of seasonally wet ground, ditches, ravines, etc. f) Critical Areas: Show all County mapped critical areas including, wetlands, fish and wildlife habitat conservation areas (e.g. streams, aquifer recharge areas, habitats for protected species, habitats of local importance), including their associated buffers, geologically hazardous areas including steep/unstable slopes, location of the Ordinary High Water Mark of lakes and marine waters. 6. If site is located within a mapped cultural resource area and land disturbing activities are proposed (e.g. excavation, grading) an archaeological survey is likely to be required. Maps of these sites are exempt from Public Disclosure but Island County staff can confirm whether your proposal is located within the vicinity of a known site. 7. A vicinity map illustrating the location of the project site relative to State Highways, County Roads, natural features or other landmarks necessary to identify the general location of the project site. A copy of written driving directions may accompany the vicinity map, if appropriate. | |

FORM S – SUPPLEMENTAL S-CUP/S-VAR APPLICATION CHECKLIST

In addition to the items identified in the Master Permit Application Checklist a Shoreline Variance or Conditional Use Permit application also requires the following additional items. For those items below that must be shown on a plot plan please show them on the same plot plan required under item #5 of the Master Permit Application Checklist – it is not necessary that you prepare two separate plot plans.

| Applicant Use | Application Requirements | County Use Only |
|----------------------|---|------------------------|
| | <ol style="list-style-type: none"> 1. Septic system As-built drawings for existing systems. If no as-built drawing is available, a 'Septic System Asbuilt Certification' shall be obtained from the Island County Environmental Health Department and included with the permit application. Details of septic system shall be included in the required plot plan. 2. A legible plot plan that shows all of the following: <ol style="list-style-type: none"> a. Location & type of all existing shoreline structures (e.g. bulkheads, beach access stairways/pathways, docks, piers, groins/sills, jetties, boat ramps) b. Location, dimensions and purpose of all structures on the site, labeling each as existing or proposed. c. Location of lake or marine buffer, steep slope buffer (if applicable) and shoreline setbacks, as well as distances from these boundaries to proposed structures. *See table D on p15 d. Location of 'common line' (as applicable) pursuant to ICC 17.05A.090.F. If a reduced setback variance is proposed, structures on adjacent lots must be shown e. Horizontal distance between proposed structures and the Ordinary High Water Mark, property lines, top/bottom of steep/unstable slopes (as applicable) and any critical areas identified on or in the vicinity of the project (e.g. wetlands, streams and/or associated buffers). f. Location of any existing/proposed underground fuel tanks, septic tanks and drainfields (primary and reserve) including transport lines connecting structures to septic system components, and wells. Show distance from septic components to wells and property lines. g. Show topography with contour lines at intervals no greater than 5-ft h. Floorplans showing all areas of habitable space on each story of proposed structures (on sheets no larger than 11" x 17") i. Basic elevation/cross section drawings of proposed structures relative to ground surface (on sheets no larger than 11" x 17"). Complete plan sets of architectural drawings are not required j. Location of any buffer enhancement or other forms of mitigation proposed, as required to off-set new impervious surfaces or prevent net loss of ecological function 3. For large or complex projects, show "existing" and "proposed" conditions on two (2) separate plot plans. All items listed above in #2 must be included on both plans. 4. For all variance requests, plans shall clearly show where development could occur without a variance, the physical features and circumstances on the property that provide a basis for the request, and the location of adjacent structures and uses. | |

| Applicant Use | Application Requirements | County Use Only |
|---------------|---|-----------------|
| | <p>5. <u>Applications for Bulkheads</u> Require a Cross Section Map that shows the following:</p> <ul style="list-style-type: none"> a. Height of the proposed bulkhead, as well as elevations relative to either MLLW (tidal) or Base Flood Elevation (NAVD88) b. Depth of footings or excavation that is proposed. c. Where the toe of the bluff or slope is expected to meet the structure, if relevant. d. Type and quantity of fill proposed to be used. e. Bulkhead design. All bulkheads that retain the toe of a bluff/slope, or will have a surcharge must be structurally designed as a retaining wall, and the design must be stamped by a professional engineer. <p>6. <u>Applications for Jetties, Docks, Marinas, Groins, Floats</u>, etc. require a Cross Section Map that shows the following:</p> <ul style="list-style-type: none"> a. Height of the proposed structure. b. Depth of footings or excavation that is proposed. c. Structural design stamped by a professional engineer <p>7. <u>Applications for Grading</u> (excavation/fill) in shoreline jurisdiction require the following additional information to be included on plot plans:</p> <ul style="list-style-type: none"> a. Grading Plans. Show existing and proposed finished grade contours for any cut or fill 2 feet or greater in height in plan view and cross sections. Indicate quantities of fill or excavation in cubic yards. For any material exported from the site, state quantity and where materials will be disposed. For any materials imported to the site, indicate quantity, source and type of materials. b. Drainage. Location and description of all existing and proposed drainage features and systems, including natural drainage ways, culverts, catchbasins and ditches. Show the direction of water flow. c. Existing and proposed vegetation. Please be specific about the type, e.g. grasses, shrubs, species and size of trees. | |

| Applicant Use | Application Requirements | County Use Only |
|----------------------|---|------------------------|
| | <p>d. Clearing Limits. Show all areas where trees and brush currently exist and will be cut or removed.</p> <p>e. Erosion and sedimentation control plans.</p> <p>f. Indicate location of water lines, well, and pollution control radius. Note: A pollution control radius around an off-site well may impact your project if it overlaps onto your parcel.</p> <p>8. <u>Waivers</u>, if granted by Island County Staff for any of the requirements of this application must be in writing <u>and</u> submitted with this application.</p> <p>9. <u>SEPA</u> - Environmental Checklist, if required per WAC 197-11-800.</p> <p>10. Supplemental Reports (as required*)</p> <ul style="list-style-type: none"> ➢ Geotechnical Report ➢ Geocoastal Engineering Report ➢ Biological Site Assessment (BSA) ➢ Wetland Report ➢ Buffer Enhancement Plan ➢ Arborist Report <p>➢ If you are unclear which reports are required for a specific project, please consult with Planning Staff.</p> | |

IMPERVIOUS SURFACE AREA(S) CALCULATOR

Definition per ICC17.03.040: **Impervious surface** means a surface area that prevents or impedes infiltration of water into the soil mantle; retards the infiltration of water into the soil mantle such that it causes water to run off the surface in greater quantities or at a greater rate of flow than under natural conditions. Common impervious surfaces include roof tops, walkways, patios, driveways, parking lots or storage areas, concrete or asphalt paving, gravel roads, packed earthen materials, and oiled surfaces. Open, uncovered retention/detention facilities are not considered impervious surfaces.

Impervious Surface includes the following: gravel, asphalt, concrete, brick, pavers.

Please provide information on the existing and proposed impervious surface area(s) on the subject property in the table below. Provide amounts in square feet (sf).

| Table 1- Impervious Area | Existing Impervious Area (sf) | | | Proposed Additional Impervious (sf) |
|---|---|-----------|----------|---|
| Residential building(s) (*footprint + roof overhang) | | | | |
| Garage/Shop (*footprint + roof overhang) | | | | |
| Other Structures (*footprint + roof overhang) | | | | |
| Driveway and parking areas | | | | |
| Paved Walkways | | | | |
| | Total Existing Impervious Area | sf | + | Total New Impervious |
| | | | | A. Total Impervious (existing + proposed) = |
| | | | | sf |

Calculation of percentage (%) of Impervious Surface Area for Subject Property **Include the Lot Area that is within 200ft of the Ordinary High Water Mark (OHWM). Do not include tidelands.

| | | | |
|---|---|--|---|
| A. Total Impervious (existing + proposed) _____sf | B. **Lot area landward of Ordinary High Water mark (OHWM) & within 200ft of Shoreline = _____sf | Percentage of Impervious Surface Area $A \div B = \text{_____} \% \text{ of}$ Lot area that is Impervious | % Impervious Allowed for this parcel's Shoreline Designation (see below) _____% |
|---|---|--|---|

| | |
|--|---|
| For Reference: Maximum of Impervious Surface for each Shoreline Environmental Designation (ICC17.05A- Table 3) | Shoreline Residential (SR) - 35% SR- Canal community - 40% SR- Historic Beach - 80% Rural Conservancy- 10% Natural- 10% High Intensity- 80% Urban Conservancy 10% |
|--|---|

FORM**S**

ISLAND COUNTY PLANNING AND COMMUNITY DEVELOPMENT APPLICATION FOR SHORELINE VARIANCE/CONDITIONAL USE PERMIT

You will use this form if you are proposing a new shoreline development that is located within 200 feet of the shoreline and that requires variation of an existing land use standard or that is listed as a conditional use in the shoreline regulations. All shoreline developments are classified as a Type II decision unless there is another development/activity proposed on the site that is classified as a Type III decision. In that case this shoreline development permit will be reviewed as a Type III decision. Type II and Type III decisions are processed differently.

TYPE II DECISION – Complete the application questions as outlined in this form. Island County staff will review the proposal and issue a decision. A public hearing is not required unless the decision is appealed.

TYPE III DECISION – All Type III Decisions require that a Pre-Application Conference be held no more than 6 months prior to submittal of this application. Many Type III Decisions require that a Community Meeting be held prior to submittal of this application. Island County staff will review the proposal and issue a recommendation to the Island County Hearing Examiner. The Hearing Examiner will conduct a public hearing and issue a formal decision.

Use the following to determine if this is the correct form and if you are ready for application submittal.

| Check all boxes that apply | Pertinent Information |
|---|---|
| <p>Conditional Use</p> <p>The proposed Use is <u>not</u> listed in the Island County Shoreline Master Program as permitted.</p> <p>The proposed Use is listed in the Island County Shoreline Master Program as a conditional use.</p> <p>New Marina, breakwater, pier, jetty, groin, boat ramp, boat launch, boathouse or aquaculture.</p> <p>Dredging</p> <p>New dock, float and/or gangway <u>not located in</u> Sandy Hook, Lagoon Point or Mariner's Cove.</p> | <ul style="list-style-type: none">See page S.5 for information pertaining to Conditional Use Permits that is needed in order for County staff to review your application.State law mandates that the County issue a recommendation for conditional uses which is reviewed by the State Department of Ecology who will then issue the final decision. |
| <p>Variance</p> <p>The proposed Use or Structure is located in an associated wetland or floodplain.</p> <p>The proposed Use or Structure exceeds the standard height limit</p> <p>The proposed Use or Structure requires variation from the standard setback to the shoreline</p> <p>The proposed Use or Structure exceeds the lot coverage limits for building or impervious surface.</p> | <ul style="list-style-type: none">See page S.6 for information pertaining to Variance permits that is needed in order for County staff to review your application.You will also need to submit Form N with this application |

Due to the complexity of Conditional Use and Variance requests it is highly recommended that you first consult with the Island County Shoreline Planner and the Department of Ecology.

BEFORE YOU BEGIN

Please answer the following questions before you complete and submit this application. Failure to do so may result in delays in the permit process after you have submitted the application.

1. What is the shoreline environment designation for your parcel? The County has maps that show this information which you can obtain by calling us or viewing the maps on the website at:

<https://icgeomap.islandcountywa.gov/Html5Viewer/Index.html?viewer=ICGeoMap#>.

SHORELINE DESIGNATION:

2. For projects within 300-ft of a mapped wetland, a wetland report is required. For projects within 100-ft of a mapped stream or within a marine or lake buffer, a Biological Site Assessment (BSA) is required. Pursuant to ICC 17.05A.090.C.13, projects 'adjacent' to marine waters may also require a BSA report. If your project is adjacent to the marine shoreline it is recommended that you consult with a County Planner for a determination regarding the need for a BSA for your project.

3. Are you proposing to either construct a new dock or expand an existing dock or other over-water structure in a marine area, which includes Canal Communities (i.e. Lagoon Point, Mariners Cove & Sandy Hook) Yes No

If yes, you must provide a preliminary eelgrass survey following the State Department of Fish and Wildlife guidelines. (Note: this is not required if you are replacing an existing functional structure without expanding the footprint, in which case you should be using Form R).

4. Are you proposing to replace or construct a new bulkhead on a beach, outside of a mapped Shoreline Residential Canal Community, which currently does not have a bulkhead on either of the adjacent lots?

Yes No

If yes, YOU MUST SUBMIT a Coastal Geologic Report, meeting the requirements of ICC 17.05A.110, including a demonstration of need, alternatives and impacts analysis.

5. Are you proposing a jetty, groin, breakwater, boat ramp or boat launch? Yes No

If yes, you must show through a Coastal Geologic Report that the proposed development will not adversely affect natural shoreline processes, adjacent properties and fish and wildlife habitat.

6. Is your parcel within the vicinity of a known/mapped cultural resource/archaeological area? Yes No

If so, is any ground disturbance / excavation proposed? Yes No

If yes, your project is likely to require an archaeological report, which is prepared by a professional consulting archaeologist. Island County and/or WA Department of Archaeology and Historic Preservation (DAHP) should be consulted on the need for a report. Maps of cultural resources sites are exempt from public disclosure but Island County staff can confirm whether your project is located within the vicinity of a known site.

7. Are you proposing to clear and/or grade in a geologically hazardous area (e.g. on a bluff or within 100 feet of the top or toe of a bluff)? Yes No

If yes, your application package will need to include a Geotechnical Report, which addresses the potential for impacts to slope stability, modifications to vegetation and includes an analysis of potential drainage impacts.

1. What are the existing uses and structures (including septic systems) that are currently on the site (e.g. vacant, single family residential, pasture)? Attach photos if available.

2. Describe the purpose and nature of the shoreline development activities. Provide as much detail as possible, including method of construction/installation, construction materials, duration of project, hours of operations, how the site will be accessed, potential short and long term impacts to the neighboring uses and measures to mitigate those impacts. Also describe alternatives that were considered.

3. Please provide a description of the sequence of activities related to the project (e.g. (1) excavate for new bulkhead, (2) install rip-rap, (3) backfill).

4. Describe the equipment to be used and how the equipment will access the beach or location(s) for the proposed work (e.g. from the road, the parcel, a public beach access, by barge).

5. Will this project result in any structures WATERWARD of the ordinary high water mark? Please describe:

6. Please provide the following information pertaining to any clearing and/or grading activities:

- a. Total amount of cut/excavation proposed: cubic yards;
- b. Total amount of fill: cubic yards
- c. Total amount of fill proposed from an offsite source: cubic yards
- d. Identify the source(s) of fill material (e.g. from the south part of the parcel; off-site from parcel number):

7. How will the excavated materials be used and where will they finally be located?

8. If materials will be exported from the site, provide the amount in cubic yards, the address and parcel number of the receiving site and the location of where the material will be placed:

9. What is the maximum height of cut of the proposed fill: feet; and the maximum fill: feet.

10. All sites have stormwater runoff from such things as gutters, driveways, roads, cleared areas, or new impervious surfaces. Describe how stormwater will be managed. Please be specific (e.g. runoff from gutters and parking areas will be infiltrated by a drywell located near the Southeast corner of the house, or runoff from driveway will be captured in a catch basin and routed to a tight line over the bluff to the beach). An answer of "no runoff" is not acceptable.

11. Describe any noted evidence of erosion on the site

Please check the following boxes for Variance and/or Conditional Use Permit that apply. For those boxes that you check please describe how your project meets the applicable standards.

Conditional Use Permit: *only applicable to applications for a shoreline conditional use permit.*

Provide a Written Statement addressing the Conditional Use Review Criteria. On a separate document, identify how your proposal addresses each of the standards listed below for approval of a Conditional Use Permit. Please take your time to provide complete answers and specific details addressing how your project meets all of the conditional use criteria below.

Providing complete answers is very important because a shoreline conditional use permit application cannot be approved unless the applicant shows that all the standards listed below are met. Applications which do not address all of the criteria below will not be accepted as complete.

Conditional Use Criteria from State Law - WAC 173-27-160:

- (1) Uses which are classified or set forth in the applicable master program as conditional uses may be authorized provided that the applicant demonstrates all of the following:
 - (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 shoreline master program;
 - (d) That the proposed use will cause no significant adverse effects to the shoreline environment in which it is to be located; and
 - (e) That the public interest suffers no substantial detrimental effect.

- (2) In the granting of all conditional use permits, consideration shall be given to the cumulative impact of additional requests for like actions in the area.

All other uses which are not classified or set forth in the applicable master program may be authorized as conditional uses provided the applicant can demonstrate consistency with the requirements of this section and the requirements for conditional uses contained in the master program.

Uses which are specifically prohibited by the master program may not be authorized pursuant to either subsection (1) or (2) of this section.

Variance: *only applicable to applications for a shoreline variance.*

Provide a Written Statement addressing the Shoreline Variance Review Criteria. On a separate document, identify how your proposal addresses each of the standards listed below for approval of a variance. Please take your time to provide complete answers and provide details about special circumstances on your site that show a variance is justified in your particular circumstance.

Providing complete answers is very important because a shoreline variance application can not be approved unless the applicant shows that all the standards listed below are met.

Variance Criteria from State Law - WAC 173-27-170:

(1) Variance permits should only be granted in circumstances where denial of the permit would result in a thwarting of the policy enumerated in RCW 90.58.020. In all instances the applicant must demonstrate that extraordinary circumstances shall be shown and the public interest shall suffer no substantial detrimental effect.

(2) Variance permits for development and/or uses that will be located landward of the ordinary high water mark (OHWM), as defined in RCW 90.58.030 (2)(c), and/or landward of any wetland as defined in RCW 90.58.030 (2)(h), may be authorized provided the applicant can demonstrate all of the following

- (a) That the strict application of the bulk, dimensional or performance standards set forth in the applicable master program precludes, or significantly interferes with, reasonable use of the property;
- (b) That the hardship described in (a) of this subsection is specifically related to the property, and is the result of unique conditions such as irregular lot shape, size, or natural features and the application of the master program, and not, for example, from deed restrictions or the applicants own actions;
- (c) That the 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 shoreline master program and will not cause adverse impacts to the shoreline environment;
- (d) That the variance will not constitute a grant of special privilege not enjoyed by the other properties in the area;
- (e) That the variance requested is the minimum necessary to afford relief; and
- (f) That the public interest will suffer no substantial detrimental effect.

(3) Variance permits for development and/or uses that will be located waterward of the ordinary high water mark (OHWM), as defined in RCW 90.58.030 (2)(c), or within any wetland as defined in RCW 90.58.030 (2)(h), may be authorized provided the applicant can demonstrate all of the following:

- (a) That the strict application of the bulk, dimensional or performance standards set forth in the applicable master program precludes all reasonable use of the property;
- (b) That the proposal is consistent with the criteria established under subsection (2)(b) through (f) of this section, and;
- (c) That the public rights of navigation and use of the shorelines will not be adversely affected.

(4) Address Cumulative impacts In the granting of all variance permits, consideration shall be given to the cumulative impact of additional requests for like actions in the area. For example if variances were granted to other developments and/or uses in the area where similar circumstances exist the total of the variances shall also remain consistent with the policies of RCW 90.58.020 and shall not cause substantial adverse effects to the shoreline environment.

SEPA – Most shoreline developments require that you complete an Environmental Checklist and submit it with your shoreline application. State law has established a number of thresholds that will trigger the SEPA requirement, e.g. more than 500 cubic yards of grading and/or fill, non-residential structures that exceed 4,000 square feet, and any work that is proposed on lands covered by water such as wetlands and the marine environment. Planning and Community Development can help you in determining whether your project requires SEPA or you may submit the Environmental Checklist as a precautionary measure. Doing so will not add any time to the processing of your application, however, failure to do so up front will result in delays in the process if it is determined that it was needed.

ICC 17.05A.090.D Table 3

| Shoreline/Resource | Shoreline Environment Designation | | | | | | | |
|--|---|----|-----|-----|------|-------|-----|-----|
| Type | N | RC | UC | SR | SRCC | SRHBC | HI | |
| Marine buffer-measured landward from OHWM on marine shorelines (feet) | 125 | | 75 | 50 | 30 | 0 | 20 | 30 |
| Lake buffer-measured landward from OHWM on lake shorelines (feet) | 130 | | 80 | 80 | 30 | N/A | N/A | N/A |
| Steep slope buffer-measured landward from top of bluff on marine shorelines with slopes greater than 40% (feet) | 50 | | 30 | 30 | 30 | N/A | N/A | 50 |
| Steep slope buffer-measured landward from top of bluff on marine shorelines with exceptional feeder bluffs (feet) | 50 | | 50 | 50 | 30 | N/A | N/A | N/A |
| Setback, measured landward from the most landward of the required marine, lake, or steep slope buffer (feet) | 25 | | 25 | 25 | 45 | 40 | 10 | 20 |
| Minimum lot width (feet) | 150 | | 150 | 60 | 60 | 60 | N/A | 0 |
| Maximum impervious surface (percent of lot within shoreline jurisdiction) | 10% | | 10% | 10% | 35% | 40% | 80% | 80% |
| KEY: Environment Designations | | | | | | | | |
| N: Natural | SR: Shoreline Residential | | | | | | | |
| RC: Rural Conservancy | SRCC: Shoreline Residential-Canal Community | | | | | | | |
| UC: Urban Conservancy | SRHBC: Shoreline Residential-Historic Beach Community | | | | | | | |
| HI: High Intensity | Note: The Aquatic designation does not have a minimum buffer or building setback. | | | | | | | |

Island County Planning and Community Development

Field Indicators Worksheet

The Field Indicators Worksheet will help you and the County determine if a wetland or wetland buffer is on your property. Applicants for permits for single family residential uses must either complete this Worksheet or, at their option, hire a wetland professional to complete a Wetland Report that includes the elements of the Worksheet. All other applicants (commercial or non-residential) must do the latter, if the County verifies that the development proposal is for land that contains or is affected by a wetland.

The comments section of this Worksheet may be used to record any particulars or information about your property. You may attach additional pages and photographs.

The County will verify the information provided in this Worksheet or related wetland report.

This Worksheet must be included with every application for development. Prospective purchasers may also ask the County to review the Worksheet to assist them in determining whether the property they are interested in purchasing contains wetlands.

Applicant Name (please print): _____

Date: _____

Parcel or Key Number: _____

Hydrology

The presence of water is the most obvious and common indicator of a wetland. There are several factors that must be considered in describing whether or not you have water on your property. Some wetlands have standing water all year long; others are soggy only during wetter months of the year; and, others appear wet only after storm events.

1. Is there ever standing water on the property?

Yes No

If No, proceed to question #3

If Yes, is it:

| | | |
|--------------------|----------------------------------|-----------------------|
| 4 weeks - 4 months | 4 months - 8 months - Seasonally | 8 months - Year Round |
|--------------------|----------------------------------|-----------------------|

2. If you answered yes to question #1, are the surrounding adjacent areas:

Topographically higher Yes No

Topographically lower Yes No

Topographically the same elevation Yes No

3. When you dug the hole, did you observe any water within 10 inches of the ground surface?

Yes No

4. Identify any features through which water flows onto your property (Check all that apply)

| | | | |
|--------------|-------------------------|---------|----------------|
| Stream | Culverts | Ditches | Roadside Ditch |
| Storm Drains | Ponds, lakes, estuaries | Pumps | Other |

5. Identify any features through which water flows off of your property (Check all that apply)

| | | | |
|--------------|-------------------------|---------|----------------|
| Stream | Culverts | Ditches | Roadside Ditch |
| Storm Drains | Ponds, lakes, estuaries | Pumps | Other |

6. Are there defined ditches/channels on, or near your property that have water?

Yes, there are ditches/channels that have occasional water flow (e.g. after storm events).

Yes, there are ditches/channels that have regular water flow during wet months.

Yes, there are ditches/channels that have water flow all year long.

No, there are no defined channels

If Yes, how wide is defined channel?

| | | |
|----------------------|----------------------|-----------------------------------|
| Large (>2 ft across) | Small (<2 ft across) | Grass Lined Swale (dried up pond) |
|----------------------|----------------------|-----------------------------------|

Comments:

Hydrology Map

Please refer to the *Hydrology Map Example* found in the *Wetland Identification Guide* for instructions

Draw a close approximation of the features you listed in questions 1-6 of the Hydrology section of the Field Indicators Worksheet. Please label the features and approximate dimensions. You may also include areas where wetland vegetation was observed and sites where you performed your soil samples. An organized and informative drawing will help make our site visit more efficient. For greater accuracy, you may obtain an aerial map of your parcel from the Island County Planning and Community Development offices, and use it as the base layer for your map. The Hydrology Map section of the *Island County Wetland Identification Guide* has further information.

Comments:

Vegetation

Only certain types of vegetation can survive in wetland conditions. In fact, some plants, trees and shrubs live nowhere else except in wetlands, e.g. skunk cabbage. Other types of vegetation are tolerant of both wet and drier conditions, e.g. salmonberry and alder. Most trees and plants look different depending upon the time of the year. This can make it difficult to identify exactly what's on your property. Numerous photographs of the more common types of wetland vegetation are shown during different seasons. **Please include these observations in your Hydrology Map.**

7. Are there any native wetland plants on the property that are identified in the Wetland Vegetation section of the Wetland Identification Guide? (Check all that apply)

| | | | |
|---|---|--|--|
| <input type="checkbox"/> Slough Sedge | <input type="checkbox"/> Cooleye's Hedge Nettle | <input type="checkbox"/> Crabapple | <input type="checkbox"/> Red Stemmed Dogwood |
| <input type="checkbox"/> Labrador Tea | <input type="checkbox"/> Water Parsley | <input type="checkbox"/> Skunk Cabbage | <input type="checkbox"/> American Speedwell |
| <input type="checkbox"/> Cat Tail | <input type="checkbox"/> Common Rush | <input type="checkbox"/> Willows | <input type="checkbox"/> Red Alder |
| <input type="checkbox"/> Salmonberry | <input type="checkbox"/> Nootka Rose | <input type="checkbox"/> Bull Rush | <input type="checkbox"/> Western Red Cedar |
| <input type="checkbox"/> Pacific Silverweed | <input type="checkbox"/> Sitka Spruce | <input type="checkbox"/> Hardhack | <input type="checkbox"/> Grasses (other than lawn) |

8. Are there any non-native wetland plants on the property that are identified in the Wetland Vegetation section of the Wetland Identification Guide?

| | | | |
|--|---|--------------------------------------|---|
| <input type="checkbox"/> Creeping Buttercup | <input type="checkbox"/> Reed Canary Grass | <input type="checkbox"/> Yellow Iris | <input type="checkbox"/> Himalayan Blackberry |
| <input type="checkbox"/> Eurasian Milfoil | <input type="checkbox"/> Evergreen Blackberry | <input type="checkbox"/> Velvetgrass | |
| <input type="checkbox"/> Canadian Thistle/ Bull Thistle | <input type="checkbox"/> Hairy Willow-herb | | |

Comments:

Soil

While water and vegetation can be identified by simply observing what is on your property, learning about your soils will take a little more work. Soil characteristics change as a result of the regular presence of water. Minerals in the soil will start to rust and organics are unable to decompose. By digging some holes you can see whether or not the area you are looking at is in fact a wetland. The Wetland Identification Guide's Soil section provides additional information that you may find useful in answering the following questions. You will need to dig a hole 12 inches deep in order to answer the following questions. **Please include the locations where you took your soil samples in your Hydrology Map.**

9. Indicate the color of the soil at the bottom of the 12 inch deep hole that you dug.

| | | |
|-------------------------------------|--|--------------------------------|
| <input type="checkbox"/> Dark Black | <input type="checkbox"/> Grey w/rust spots | <input type="checkbox"/> Brown |
|-------------------------------------|--|--------------------------------|

10. Does the soil smell sulfuric? (like rotten eggs)

| | | |
|------------------------------|-----------------------------|-----------------------------------|
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> At Times |
|------------------------------|-----------------------------|-----------------------------------|

11. If you take a tablespoon size sample of the soil and squeeze it, is it saturated with water?

| | | |
|------------------------------|--|--|
| <input type="checkbox"/> Yes | <input type="checkbox"/> Moderate/Soil is damp | <input type="checkbox"/> No. Soil is dry |
|------------------------------|--|--|

Comments: