



**ISLAND COUNTY
PLANNING & COMMUNITY DEVELOPMENT**

PHONE: (360) 679-7339 ■ from Camano (360) 629-4522 ■ from S. Whidbey (360) 321-5111 ■ FAX: (360) 679-7306 ■ P. O. Box 5000, Coupeville, WA 98239-5000 ■ 121 N East Camano Drive, Camano Island, WA 98282 ■ Phone (360) 387-3443

www.islandcountywa.gov/planning

SHORELINE EXEMPTION LIMITED REVIEW

TIME & DATE OF MEETING: _____

REVIEWED BY: _____

FILLING OUT AN APPLICATION:

- Neatly print all information.
- If someone other than the landowner is applying for the permit, the application must be accompanied by a signed notarized "Applicant Authorization Form." Without this form, the application will be incomplete and will not be accepted by Island County staff.

SUBMITTAL OF AN APPLICATION BY APPOINTMENT ONLY:

Whidbey To schedule a submittal appointment, call 360-678-7800.

Camano To schedule a submittal appointment, call 360-387-3443 ext. 251.

- Anticipate the submittal process will take approximately 30 to 60 minutes.
- Payment must be cash or check; credit cards are not accepted at this time.

Washington Administrative Code (WAC) 173-27-040 establishes a list of activities, uses, and developments that are exempt from the shoreline substantial development permit process. Exempt does not mean the work is exempt from compliance with the shoreline rules and regulations or County review. Exempt simply means that your proposal does not have to be reviewed through the shoreline substantial development permit process which involves State Agency review.



**ISLAND COUNTY
PLANNING & COMMUNITY DEVELOPMENT
SHORELINE EXEMPTION APPLICATION
Limited Review**

SUBMITTALS BY APPOINTMENT, to schedule an appointment:

Whidbey call (360) 678-7800 for Camano call (360) 387-3443 ext. 251

STAFF	APPLICATION#:	DATE FILED:	FEE PAID:	RECEIPT#:
	ASSOCIATED FILES:			ACCEPTED BY:

FILLING OUT AN APPLICATION:

Provide all information requested below with original signatures and one (1) copy collated of the application materials must be submitted

PROPERTY OWNER	NAME:			PHONE:
	MAILING ADDRESS:			E-MAIL:
	CITY:	STATE:	ZIP:	SIGNATURE:
APPLICANT/ PROPERTY OWNER	NAME:			PHONE:
	MAILING ADDRESS:			E-MAIL:
	CITY:	STATE:	ZIP:	SIGNATURE:
AGENT/ CONTACT	NAME:			PHONE:
	MAILING ADDRESS:			E-MAIL:
	CITY:	STATE:	ZIP:	SIGNATURE:
PROPERTY INFORMATION				
PROJECT ADDRESS(or closest intersection) AND ZIP CODE:				
GEO ID (Parcel Number):			PARCEL SIZE:	
ZONING:		SHORELINE ENVIRONMENT DESIGNATION:		
PLAT NAME:				
TO QUALIFY AS "LIMITED REVIEW" SHORELINE EXEMPTION, THE PROJECT MUST MEET <u>ALL</u> OF THE FOLLOWING CRITERIA:				
<input type="checkbox"/> Project qualifies as a Type I permit review. <input type="checkbox"/> Applicant can demonstrate that the original use or structure was legally established, if necessary. <input type="checkbox"/> Project is not within the following designated Critical Areas or associated buffers: wetland, stream, critical drainage area, flood hazard area, steep slopes, geologically hazardous area, or habitat of local importance. EXCEPTION: Projects within a Marine Fish & Wildlife Habitat Conservation Area (MFWHCA) may continue with this application.				

**TO QUALIFY AS A "LIMITED REVIEW" SHORELINE EXEMPTION,
THE PROJECT MUST BE ONE OF THE FOLLOWING TYPES:**

- Repair and maintenance of a deck, gazebo, septic component (other than drainfield), carport, shed, greenhouse or other minor accessory structure.
- Like-for-like replacement of an existing, legally established and permitted structure (no change in size, shape, location, or configuration).
- Small additions to the landward side of a residence.
- Repair and maintenance of minor septic system components (other than drainfield).
- Like-for-like replacement of minor septic system components (other than drainfield).
- Other. This option requires Staff review and approval prior to submittal. Septic drainfield work does not qualify for Limited Review.

Is the project within the vicinity of archaeological resources? Yes No

If yes, an archaeological report must be submitted with this application. Processing time will be extended pending review of the proposed project by the Washington State Department of Archaeological and Historic Preservation (DAHP).

Description of project (include dimensions and square footage):



APPLICANT AUTHORIZATION FORM

If you are authorizing an agent or contractor to apply for permit(s) on your behalf, you must complete this form providing authorization for a designated agent to apply for permit(s) on your behalf. This form is required for the protection of the landowner. A permit/application authorizing an agent to act on the landowner's behalf that is not accompanied by a signed and notarized Applicant Authorization Form will not be accepted. All original signatures must be in blue ink.

I/We, _____ the owner(s) of the subject property, understand that by completing this form I/We hereby authorize _____ to act as my/our agent. I/We understand that said agent will be authorized to submit applications/permits on my/our behalf. I also understand that once a permit/application has been submitted that all future correspondence may be directed to said agent.

ALL PROPERTY OWNERS OF RECORD MUST SIGN THIS FORM

1)

Property Owner Name(s) (print)

Signature(s)
2)

Property Owner Name(s) (print)

Signature(s)
3)

Property Owner Name(s) (print)

Signature(s)

Date

State of Washington) County of _____)
I certify that I know or have satisfactory evidence that _____ signed this instrument and acknowledged it to be (his/her) free and voluntary act for the uses and purposes mentioned in this instrument.
Dated _____
Signature of Notary _____
Public _____
Printed Name _____
Residing at _____
My appointment expires _____

PLOT PLAN

In the space below, please provide a plot plan of the property and show what work you are proposing. You may also attach a plot plan on a separate page (preferred size no larger than 11" x 17").

The plot plan must show all of the following information:

- Entire parcel boundary
- North arrow
- Scale of the map not to exceed 1"=60' on an engineering scale.
- Show all structures and label them as "existing" or "proposed" (including septic components)
- Dimensions and square footage of structures
- Label the Ordinary High Water Mark (OHWM)
- Label the Marine Fish & Wildlife Habitat Conservation Area (MFWHCA) buffer, if applicable

OHWM verified by staff _____

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"/> Cooley'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"/> Yellow Iris |
| <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: