

SHORELINE EXEMPTION LETTER APPLICATION

ABOUT THE SHORELINE EXEMPTION LETTER

In Sammamish, an exemption to a shoreline substantial development permit may be granted for construction when undertaken by any person on the shorelines of Lake Sammamish, Beaver Lake, or Pine Lake for the following activities:

| ELIGIBLE FOR SHORELINE EXEMPTION | |
|--|--------------------|
| ACTIVITY | VALUE |
| Construction of new docks for private use | less than \$11,200 |
| Normal maintenance or repair of existing docks and bulkheads | no maximum |
| Construction of normal protective work | less than \$7,047 |
| (PER WAC 173-27-040) | |

Other local, state and federal permits, including but not limited to the Joint Aquatic Resource Permit Application (JARPA) process may be required.

APPLICATION REVIEW PROCESS

A Shoreline Exemption Letter is a Type 1 decision made by the Director. Exempt uses and development must still be consistent with the policies and provisions of the Sammamish Shoreline Master Program and the Shoreline Management Act.

FEES

| FEES APPLICABLE TO THIS PROJECT |
|---|
| Shoreline Exemption Letter |
| Environmental Checklist Review (if applicable) |
| 15% Technology Fee |
| See current fee schedule |

Code Reference

Shoreline Management
Chapter 25.08 SMC

Resources

King County iMap
Sammamish Property Tool

Questions?

Submit Project Guidance
Visit the Permit Center

City of Sammamish
801 228th Ave SE
Sammamish, WA 98075
www.sammamish.us

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OWNER INFORMATION

 Owner is organized as an LLC*

Name: _____ Company: _____
(if applicable)

Address: _____

Phone: _____ E-Mail: _____

APPLICANT/REPRESENTATIVE INFORMATION

 Applicant is organized as an LLC*

Name: _____ Company: _____
(if applicable)

Address: _____

Phone: _____ E-Mail: _____

**O2020-513 requires owners/applicants organized as a single-member or multiple-member LLC to provide the names and addresses of all members, including all individuals who hold transferable interests in the applicant or its members. Please provide this information using the supplemental form on www.MyBuildingPermit.com.*

PROPERTY INFORMATION

Property Address: _____

Parcel Number(s): _____

Total Lot Area(s): _____ Total Critical Areas on Property: _____
(Square Feet) (Square Feet)

Please complete the below for any critical areas on property:

| Type | Total Area (Square Feet) | Type | Total Area (Square Feet) |
|---|-----------------------------|--|-----------------------------|
| <input type="checkbox"/> Frequently flooded area | _____ | <input type="checkbox"/> Lake | _____ |
| <input type="checkbox"/> Landslide area | _____ | <input type="checkbox"/> Critical aquifer recharge area | _____ |
| <input type="checkbox"/> Seismic hazard area | _____ | <input type="checkbox"/> Wetland | _____ |
| <input type="checkbox"/> Erosion hazard area | _____ | <input type="checkbox"/> Stream | _____ |
| <input type="checkbox"/> Erosion hazard near sensitive water bodies overlay | _____ | <input type="checkbox"/> Fish & wildlife habitat conservation area | _____ |

Do you control the property where the work is being proposed (lease, easement, or fee-ownership)?

Yes No

Property Information continued on next page

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PROPERTY INFORMATION CONTINUED

Is the proposed project located on a parcel that abuts the King County Trail Corridor?

- Yes No

Does the proposal require the use of or crossing the King County East Lake Sammamish Regional Trail for access to the project site?

- Yes No

Total Project Valuation: \$ _____

SUBMITTAL CHECKLIST

A PDF of each document is required at time of submittal. Please label files as numbered and listed below:
(For example: *02 Project Narrative*)

- 01. Signed Application Form
- 02. Project Narrative with the following information:
 - Briefly describe the site and the project, and how it qualifies for exemption pursuant to WAC 173-27-040
 - The boundary of the parcel and land upon which the development is proposed
 - The name of water body and the Ordinary High-Water Mark (OHWM) location
 - Critical area delineations
 - Identify the locations and dimensions of structures, improvements, and uses (both existing and proposed) for the subject site and adjacent properties
 - Fill and grading, including quantity, source, composition & destination
 - Land contours, including existing & proposed, 100-year flood at 33 feet per FIRM datum
- 03. Acceptance of Financial Responsibility - Affidavit of Applicant Status
- 04. Historic Resources Affidavit
- 05. Legal Description
 - Must be for parcel(s) related to this application
 - Must be a title verified description by a Washington State licensed surveyor
- 06. SEPA Checklist
- 07. JARPA Form
- 08. Critical Area Affidavit
- 09. Storm Drainage Analysis (Technical Information Report)
- 10. PW Standards Deviation (if proposed)
- 11. Plan Set

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CERTIFICATIONS & SIGNATURES

I have read this application in its entirety and certify that all information submitted, including any supplemental information, is true and complete to the best of my knowledge. I acknowledge that willful misrepresentation of information will terminate this permit application. I understand that my submittal will be reviewed for completeness and, if found to be complete, will be processed pursuant to [SMC 21.09.010](#).

Owner Signature: _____ Date: _____

Applicant/Representative Signature (if applicable) _____ Date: _____

ONLINE SUBMITTAL INSTRUCTIONS

- 1 Create an account on MyBuildingPermit.com.
- 2 Select "Apply For Permit" and then select "Sammamish" as the jurisdiction.
- 3 Select the following:

| <u>Application Type</u> | <u>Project Type</u> | <u>Activity Type</u> | <u>Scope of Work</u> |
|-------------------------|---------------------|-----------------------|----------------------|
| Land Use | Any Project Type | Shoreline Development | Shoreline Exemption |
- 4 Complete & save this form before uploading it in the "File Upload" section along with the required submittal documents.