



**TOWN OF LA CONNER
APPLICATION FOR SHORELINE SUBSTANTIAL
DEVELOPMENT PERMIT
CLASS IV**

Date of Application: _____

File # _____

Site Address: _____

Tax Parcel Number _____

APPLICANT:

NAME _____

MAILING ADDRESS _____

CITY _____ STATE _____ ZIP CODE _____

PHONE _____ EMAIL _____

PROPERTY OWNER:

NAME _____

MAILING ADDRESS _____

CITY _____ STATE _____ ZIP CODE _____

PHONE _____ EMAIL _____

LEGAL DESCRIPTION OF SITE:

PROJECT DESCRIPTION:

COMPREHENSIVE PLAN ZONING CLASSIFICATION:

- Residential Commercial Industrial Public Use

SHORELINE ENVIRONMENT:

- Aquatic Urban Commercial - B Public Use
 Urban Commercial - A Urban Industrial Historic Commercial

OTHER:

1. Are there any other structures on the property? Yes _____ No _____ (if yes, please describe)

2. Is the property located in a flood zone area? Yes _____ No _____ (if yes, please indicate the benchmark elevation) _____

3. Will fill, grading and/or excavation be included in this project? Yes _____ No _____ (if yes, please indicate number of cubic yards) _____

4. Do you have a DNR lease for adjacent aquatic lands? Yes _____ No _____ (if yes, do you have a recent aquatic survey? Yes _____ No _____ Date of Survey _____)

Shoreline Permit Application Requirements *(LCMC 10.10.470)*

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A complete application for a substantial development or conditional use permit, or variance shall contain, as a minimum, the following information:

- (1) Name, address, and telephone number of property owner of record or certified designated agent, the applicant or applicant representative, developer and the land surveyor and/or registered engineer preparing the plat map.
- (2) Location of the property. This shall, at a minimum, include the property address, legal description of the property, identification of the section, township and range to the nearest quarter, quarter section or latitude and longitude to the nearest minute. All applications for projects located in open water areas away from land shall provide a longitude and latitude location.
- (3) Identification of the shoreline (water body) that the site of the proposal is associated with.
- (4) Shoreline designation according to the SMP and existing zoning classification.
- (5) A general description of the proposed project that includes the proposed use or uses and the activities necessary to accomplish the project.
- (6) A general description of the property as it now exists including its physical characteristics and improvements and structures.
- (7) Aerial photograph, soils map, and topographic map as applicable.
- (8) Benchmark elevations provided on a FEMA elevation certificate and certified by a registered engineer architect (use NGVD 29).
- (9) Elevation in relation to mean sea level of the lowest floor (including basement) of all structures and the extent to which any structure has been floodproofed.
- (10) A general description of the vicinity of the proposed project including identification of the adjacent uses, structures and improvements, intensity of development and physical characteristics.
- (11) A site development plan consisting of maps and elevations drawings, drawn to an appropriate scale to depict clearly all required information, photographs and text which shall include:
 - (a) The boundary of the parcel(s) of land upon which the development is proposed, including area in square feet or acres.
 - (b) The ordinary high water mark of all water bodies located adjacent to or within the boundary of the project. This may be an approximate location; provided, that for any development where a determination of consistency with the applicable regulations requires a precise location of the ordinary high water mark the mark shall be located precisely and the biological and hydrological basis for the location as indicated on the plans shall be included in the development plan. Where the ordinary high water mark is neither adjacent to or within the boundary of the project, the plan shall indicate the

distance and direction to the nearest ordinary high water mark of a shoreline.

- (c) Existing and proposed land contours. The contours shall be at intervals sufficient to accurately determine the existing character of the property and the extent of the proposed change to the land that is necessary for the development (usually at intervals of five feet). Areas within the boundary that will not be altered by the development may be indicated as such and contours approximated for that area.
- (d) Benchmarks and ground elevation at mean sea level when all or a portion of the plat is located in the floodplain and contours with intervals of five feet.
- (e) A delineation of all wetland areas that will be altered or used as a part of the development.
- (f) A general indication of the character of vegetation found on the site.
- (g) The dimensions and locations of all existing and proposed structures and improvements including but not limited to, buildings, paved or graveled areas, roads, utilities, septic tanks and drain fields, material stockpiles or surcharge, and stormwater management facilities. Building location and dimensions should include, gross floor area, architectural elevations, setbacks, cross-sections and specifications of proposed structures.
- (h) Where applicable, a landscaping plan for the project.
- (i) Where applicable, plans for development of areas on or off the site as mitigation for impacts associated with the proposed project shall be included and contain information consistent with the requirements of this section.
- (j) Quantity, source and composition of any fill material that is to be placed on the site, whether temporary or permanent.
- (k) Quantity, source and destination of any excavated or dredged material.
- (l) A vicinity map showing the relationship of the, existing developments and uses on adjacent properties.
- (m) Where applicable, a depiction of the impacts to views from existing residential uses and public areas.
- (n) Easements, existing public and private, with location, name and width of any existing street and right-of-way within the area and 200 feet thereof; grades, profiles and cross-sections of proposed streets.
- (o) Location of nearest fire hydrants.
- (p) Availability and location of utilities including water, sewer, and stormwater drainage.
- (q) Parcels of land intended to be dedicated or temporarily reserved for public use or to be reserved in the deeds for the common use of property owners of the property or dedication.

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- (r) Existing or proposed parking areas.
- (s) Pedestrian and vehicular ingress and egress circulation patterns.
- (t) Proposed open space and percentage of impervious surface.
- (u) Lighting and signs as applicable.
- (v) Buffer areas.
- (w) On all variance applications the plans shall clearly indicate where development could occur without approval of 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.
- (x) Registered architect/engineer/surveyor stamp and date.
- (y) Acknowledged signatures of property owners and notary public stamp as applicable.
- (z) Signature block for approval of planning commission and/or town council as applicable.

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(12) Evidence of title.

(13) If the proposed development is on lots to be served by a private street, copies of applicable covenants or documents with provisions covering, but not limited to, ingress, egress, utility easements, and maintenance shall be furnished to the town and recorded with the county.

(14) Certification by a registered engineer or architect on a FEMA certificate that the floodproofing methods for any nonresidential structure meet floodproofing criteria must be submitted upon completion of any building and before a certificate of occupancy is issued.

(15) The names and addresses of the latest recorded real property owners as shown by the records of the county assessor within 300 feet of the boundary of the property upon which the substantial development is proposed. [Ord. 705 § 2(8.7.C), 1997.]

(16) Provide a Joint Aquatic Resources Permit Application (JARPA)

(17) SEPA Checklist

By signing this application I agree to pay a Town of La Conner permit fee and all charges assessed by the Hearing Examiner.

Signature of Applicant _____ Date _____

Signature of Property Owner _____ Date _____

<u>OFFICE USE ONLY</u>	
Fee Paid: _____	Date _____