



March 3, 2021

Carol Marshall  
620 Milwaukee Drive  
Port Angeles, WA 98362  
[tnnisqueen@yahoo.com](mailto:tnnisqueen@yahoo.com)

Re: Notice of Incomplete Application and Request for Additional Information – Shoreline Variance and Substantial Development Exemption Permit Application No. 21-10

Dear M. Marshall,

On February 17, 2021, you submitted a Shoreline Substantial Shoreline Permit Exemption Application, (SPE) application (No. 21-10) and SEPA Checklist for the construction of a deck within the vegetation conservation buffer of a property within the Shoreline Residential shoreline environmental designation of Segment B. On February 17, 2021, the City's Planning Division received payment for the SEPA application and began an initial completeness review. On March 1, 2021 staff determined the proposal requires a Shoreline Variance (SMA) application and public hearing.

We request the following materials be submitted to move forward with the SMA application review process:

1. A completed Joint Aquatic Resources Permit Application ([click here to download the JARPA](#)) for a shoreline variance is required by the Shoreline Master Program to be fill out and submitted. Shoreline Variances require a \$300.00 payment to cover the cost of the application and hearing. An invoice is attached to this letter. You can make payment online using the 21-10 permit number here: <https://www.cityofpa.us/866/Permit-Pay>
2. A list of property owners within 300' of the proposal is required, but there is no need to provide it. City staff will request the document from their contact at the Clallam County Assessor's.

If you have any questions, please contact the Planning Division at (360) 417-4804 or [ced@cityofpa.us](mailto:ced@cityofpa.us).

Sincerely,

Ben Braudrick, AICP  
Associate Planner



March 26, 2021

Carol Marshall  
620 Milwaukee Drive  
Port Angeles, WA 98362  
[ttnisqueen@yahoo.com](mailto:ttnisqueen@yahoo.com)

Re: Determination of Completeness – SMA Permit Application No. 21-10

Dear M. Marshall,

On March 24, 2021 you submitted a revised Shoreline Variance Permit (SMA) application (No. 21-10) for the construction of a deck within the vegetation conservation buffer of a property within the Shoreline Residential shoreline environmental designation of Segment B. [Per Section 18.02.040 Port Angeles Municipal Code \(PAMC\)](#), on March 25, 2021, the City's Planning Division has determined your SMA application to be complete. A virtual public hearing conducted by the City's Hearing Examiner has been scheduled for **May 28, 2021 at 10:00 am** using Web Ex. Visit the City's website for more information on accessing the virtual webex platform: <https://www.cityofpa.us/984/Live-Virtual-Meetings>. Either you, as the applicant, or a representative must attend the public hearing to provide verbal testimony regarding the application.

Within 14 days of an application being determined complete, DCED staff will post in city hall and on-site, publish, and mail public notice for the SMA application. The required public comment period for public noticing is 30 days and ends on April 29, 2021. Verbal testimony and comment will also be taken during the public hearing. Following the closure of public comment period, DCED Staff will prepare a staff report and make a recommendation to the Hearing Examiner.

The Hearing Examiner shall, in writing, approve, deny or approve with modifications or conditions, the application. The Hearing Examiner shall attach any conditions as may be deemed necessary to ensure land use compatibility, public safety, and compliance with all standards and requirements of the Port Angeles Municipal Code. Said written decision will include findings based upon compliance with the purpose of the City's Comprehensive Plan. Any person aggrieved by the decision may make an appeal within 21 days of the date of filing of the final decision.

If you have any questions, please contact the Planning Division at (360) 417-4804 or [ced@cityofpa.us](mailto:ced@cityofpa.us).

Sincerely,

Ben Braudrick, AICP  
Associate Planner