



SHORELINE SUBSTANTIAL DEVELOPMENT PERMIT APPLICATION

Department of Community & Economic Development

321 E. 5th Street, Port Angeles, WA 98362
360.417.4750 | www.cityofpa.us | ced@cityofpa.us

file no.

SHORELINE SUBSTANTIAL DEVELOPMENT PERMIT

The City of Port Angeles Shoreline Master Program (SMP) is a planning document that outlines goals and policies for the shorelines of the City and the City's Urban Growth Area (UGA), and also a regulatory code that establishes regulations for development occurring in "shoreline jurisdiction."

The applicable area for "shoreline jurisdiction", generally includes all land currently within two hundred feet of the shoreline. All areas within the shoreline jurisdiction have a designation, classified in Chapter 2 of the SMP.

The purpose of a Shoreline Substantial Development Permit (SSDP) is to preserve and enhance the shorelines of the City of Port Angeles through regulatory parameters within which development may occur, unless such development meets the criteria for an exemption (see Shoreline Exemptions below).

"Substantial development" means any development which meets the criteria of RCW 90.58.030(3)(e).

Please review the City of Port Angeles Shoreline Master Program for more information.

REQUIRED APPLICATION MATERIALS CHECKLIST

Only completed applications will be accepted. An application must include all of the following information:

- SMA:** A completed application signed by the applicant or applicant's representative
- JARPA** (Joint Aquatic Resource Permit Application): Complete and acquire authorized signatures
- SEPA Checklist:** Complete and acquire authorized signatures (If determined necessary by staff)
- Project Narrative Letter:** A detailed explanation of the project goals, plan, outcome
- A Vicinity Map:** Showing the relation to surrounding properties, Proximity to the shoreline or Ordinary High Water Mark (OHWM), zoning, and land use
- A Site Plan (x2):** Accurate drawing complete with all property lines, existing and proposed structures, parking plan (if applicable), required setbacks, and significant vegetation (Scale: 1" = 20')
- Site Photos:** Photos that illustrate the layout of the property and any structures or proposed uses
- Mailing Addresses:** Mailing labels and a list (MS Excel format) of property owners within 300 feet of the proposed site, obtained from the Clallam County Assessor's Office.
- Digital Copy of Site Plan:** Provide a digital copy via email or portable storage device

SHORELINE EXEMPTION

Certain specific developments listed in WAC 173-27-040 are exempt from the definition of substantial development and are therefore exempt from the substantial development permit process of the SMA.

To file for exemption from a Shoreline Substantial Development Permit, please submit an Shoreline Exemption Application (SPE).



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APPLICANT INFORMATION

Applicant Name: _____ (Property Owner: Yes No)

Mailing Address: _____

Phone: _____ Email: _____

Applicant's Representative (If other than applicant): _____

Phone: _____ Email: _____

(If applicant, or applicant's representative, is not the owner, property owner acknowledgment of this proposed land use action must be provided)

PROJECT INFORMATION

Project Title: _____

Project Summary: _____
(1-2 Sentences)

SUBJECT PROPERTY

Full Street Address: _____

Property ID / Parcel #: _____ Current Zoning: _____

Shoreline Designation: _____
(Per Chapter 2 of the City of Port Angeles Shoreline Master Program)

Property Owner(s): _____ (Same as Applicant)

Property Owner Address: _____

I have read and completed the application and attached all application materials and know it to be true and correct. I am authorized to apply for this permit and understand that additional information may be required and it is my responsibility to determine what other permits are required and to obtain permits prior to work, use, or activity. I understand that I will forfeit fees if I withdraw the application prior to permit issuance.

Date _____ Print Name _____ Signature (Owner Representative) _____

Notes:	
Fees: \$750.00 (SSDP) + \$350.00 (SEPA if applicable) = \$1,100.00	DATE STAMP