

Application Requirements for Shoreline Substantial Development Permit



Part 1: Application Instructions

INSTRUCTIONS

An appointment must be scheduled to submit your application to the Development Services Center. Please call 425.556.2494 to schedule your appointment. Please see the linked **E-Track Portal webpage** (www.redmond.gov/e-track) for more information about user registration and electronic submittal.

APPLICABILITY

All uses, activities, and development within the Shoreline Jurisdiction, including those exempt from the requirement to obtain a shoreline permit, must comply with RCW Chapter 90.58, the Shoreline Management Act, Chapter 173-26 of the Washington Administrative Code or its

successor, and the policies and regulations of the Redmond Shoreline Master Program.

Property within 200 feet of a Shoreline and not exempt under the Shoreline Master Program are subject to the Shoreline Substantial Development Permit. Shorelines with the City of Redmond are Bear Creek, Evans Creek, Sammamish River, and Lake Sammamish.

SPECIAL NOTES

The submittal requirements below may change periodically. These submittal requirements are dated **January 2013**.

II. PROFESSIONAL

All components of the application shall be prepared by the appropriate professional(s) licensed in the State of Washington. A license stamp or registration number, whichever is

applicable, as well as the signature, shall be provided on the face of the application materials.

III. GENERAL

The applicant shall check each of the following items below to confirm that they are included in the application submittal package:

- ☐ A. Completed **General Application Form**
- ☐ B. Application Fees
- ☐ F. Joint Aquatic Resources Permit Application must be completed.
- ☐ I. Modification from Code Standard, if proposed, must be explained in detail.
- M. Cross Section showing existing and proposed ground elevations and height of structures, the Ordinary High Water Mark, and areas of Shorelines which are of Statewide Significance.
- □ N. Legal Description

COVER SHEET & SITE PLAN SECTION COMPLETE?

INCLUDE THE FOLLOWING INFORMATION ON THE COVER SHEET & SITE PLAN FOR THE UNDERLYING LAND USE APPLICATION: ☐ a. Section, Township and Range to the nearest quarter. All applications for projects located in open water areas away from land shall provide a longitude and latitude location. Page #____ □ b. Shoreline delineation/limits. Page #____ □ c. Shoreline designation according to Master Program. Page # ☐ d. Location and identification (classification) of all critical areas on site and their required buffers. ☐ e. The Ordinary High Water Mark of all water bodies located adjacent to or within the boundary of the project. 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 (reference Shoreline Master Program 20A.20 Ordinary High Water Mark). Page # ☐ f. A delineation of all wetlands that will be altered or used as a part of the development. Page q. A general indication of the character of the vegetation found on the site. Page # □ h. Existing and proposed stormwater runoff system and peak flow rates. Page # Volume, source and composition of any fill material that is placed on the site whether □ i. temporary or permanent. Page #__ Volume, composition and volume of excavated or dredged materials and proposed disposal area. Page # ☐ k. Typical cross-section or sections showing the following: ☐ i. Existing ground elevations. ☐ ii. Proposed ground elevation ☐ iii. Height of existing and proposed structures ☐ iv. Ordinary High Water Mark □ v. Areas of shorelines which are of statewide significance Page #____ Where applicable, plans for development of areas on or off the site as mitigation for impacts associated with the proposed project. Page #___ ☐ m. Include a response to the following questions on the cover sheet: ☐ i. A general description of the proposed project that includes the proposed use or uses and the activities necessary to accomplish the project. ☐ ii. A general description of the property as it now exist including physical characteristics, improvements and structures.

☐ iii. 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...