



# MASON COUNTY COMMUNITY SERVICES

Building, Planning, Environmental Health, Community Health  
615 W. Alder St. – Bldg. 8, Shelton, Wa 98584  
Phone: (360) 427-9670 ext. 352 ♦ Fax: (360) 427-7798

RECEIVED:

PERMIT NO.: \_\_\_\_\_

## SHORELINE PERMIT APPLICATION

SHORELINE PERMITS			
CONDITIONAL USE*		SUBSTANTIAL DEVELOPMENT	
VARIANCE*		EXEMPTION	

The Washington State Shoreline Management Act (RCW 90.58) requires that substantial developments within designated shorelines of the state comply with its administrative procedures (WAC 173-14) and the provisions of the Mason County Shoreline Management Master Program. The purpose of this Act and local program is to protect the state's shoreline resources. The program requires that substantial development (any development of which the total cost or fair market value exceeds \$7,047.00 or materially interferes with the normal public use of the water or shorelines of the State be reviewed with the goals, polices, and performance standards established in the Master Program.

Answer all questions completely. Attach any additional information that may further describe the proposed development. Incomplete applications will be returned.

**\*Shoreline Variances and Conditional uses require public hearings and have additional pages that shall be attached to this application.**

APPLICANT: \_\_\_\_\_

ADDRESS: \_\_\_\_\_  
(street)  
\_\_\_\_\_  
(city) (state) (zip)

TELEPHONE: \_\_\_\_\_  
(home) (business)

AUTHORIZED REPRESENTATIVE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_  
(street)  
\_\_\_\_\_  
(city) (state) (zip)

TELEPHONE: \_\_\_\_\_

PROPERTY DESCRIPTION:

General location (include property address, water body and associated wetlands—identify the name of the shoreline):

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Include all parcel numbers: Projects located in open water areas, away from land shall provide latitude/longitude.

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OWNERSHIP:  
Applicant \_\_\_\_\_ Owner \_\_\_\_\_ Lessee \_\_\_\_\_ Purchaser \_\_\_\_\_ Contract (Identify) \_\_\_\_\_ Other \_\_\_\_\_

Owner:

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(street) (city) (state) (zip)

**DEVELOPMENT DESCRIPTION:**

Development proposal (identify and describe the proposed project, including the type of materials to be used, construction methods, principle dimensions, and other pertinent information):

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Existing Use (identify current use of property with exist improvements):

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Reason for requesting development:

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The applicant shall provide, at a minimum, the following information:

- a. **SITE PLAN - drawn to scale and including:**
  - i. The boundary of the parcel(s) of land upon which the development is proposed;

- ii. The ordinary high water mark (OHWM). 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 OHWM 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 OHWM is neither adjacent to or within the boundary of the project, the plan shall indicate the distance and direction to the nearest OHWM of a shoreline;
  - iii. Where appropriate, the proposed land contours using five-foot intervals in water area and ten-foot intervals on areas landward of OHWM, if development involves grading, cutting, filling, or other alteration of land contours;
  - iv. The dimensions and location of existing structures which will be maintained;
  - v. The dimensions and locations of proposed structures; parking and landscaping;
  - vi. The location of proposed utilities, such as sewer, septic tanks and drain fields, water, gas and electricity;
  - vii. The location, source, composition, and volume of fill material;
  - viii. The location, composition and volume of any extracted materials, and proposed disposal area;
- b. CROSS SECTION, drawn to scale including:**
- i. The existing ground elevations;
  - ii. The proposed ground elevations;
  - iii. The location and height of existing structures;
  - iv. The location and height of proposed structures;
  - v. The OHWM.
- c. VICINITY MAP, including:**
- i. The location of subject parcel using natural points of reference (roads, state highways, prominent landmarks, etc.).
  - ii. If the development involves the removal of any soils by dredging or otherwise, identify the proposed disposal site on the map. If disposal site is beyond the confines of the vicinity map, provide another vicinity map showing the precise location of the disposal site and its distance to nearest city or town.
  - iii. On the map, or separately, give a brief narrative description of the vicinity of the proposed project including identification of the adjacent uses, structures and improvements, intensity of development and physical characteristics.
- d. ADJACENT LANDOWNERS. Provide names and mailing addresses of all real property owners within 300 feet of property line boundaries where development is proposed.**

ACKNOWLEDGEMENT:

I hereby declare, to the best of my knowledge and belief, the forgoing information and all attached information is true and correct.

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(Applicant or Authorized Representative)

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(date)

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## Publication Cost Agreement

Publication cost is the responsibility of the applicant. Final permit processing will **not** occur until advertising fees have been paid to the newspaper by the applicant. The Shelton-Mason County Journal will bill the applicant directly.

I / WE understand that I / WE must sign and date the attached acknowledgment indicating and that I / WE understand that is MY / OUR responsibility. I / WE must submit the signed page as part of application in order for it to be considered as complete.

\_\_\_\_\_  
Signature of Property Owner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

OR

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

Applicant is to provide pre-addressed envelopes or mailing labels to apply to envelopes of adjacent property owners' **MAILING ADDRESSES** within 300 feet of property boundaries for notification

EXAMPLE: John Smith 555 E Smith Dr Shelton, WA 98584		
Jane Doe PO Box 000 Olympia, WA 98502		

