



Burien

Washington, USA

Shoreline Exemption Application

400 SW 152nd Street, Suite 300 Burien, WA 98166
 Phone: (206) 241-4647 • FAX: (206) 248-5539
 www.burienwa.gov

File Number

APPLICANT INFORMATION		
Name:	Company:	Daytime Phone:
Mailing Address:		E-Mail:
Contact person:	E-Mail:	Daytime Phone:
Property owner (if different):		Daytime Phone:
Mailing Address:		E-Mail:

PROJECT INFORMATION (attach additional sheets if necessary)	
Site Address:	Parcel Number:
Zoning Designation:	Comprehensive Plan
Name of Waterbody (choose one): <input type="checkbox"/> Puget Sound <input type="checkbox"/> Lake Burien <input type="checkbox"/> Other _____	
Shoreline Designation: _____	
Description of proposal, including which exemption criteria of WAC 173-27-040(2) pertains to the project:	
Current use of the property:	
Total cost of the project for which this permit is requested:	
List any other permits for this project from state, federal or local governmental agencies for which you have applied or will apply, including whether the permit has been applied for, and if so, the date of same, and the number of the application or permit:	

SIGNATURE

I, _____, declare that I am the owner of the property involved in this application, and that the foregoing statements and answers herein contained and the information herewith submitted are in all respects true and correct to the best of my knowledge and belief. I designate _____ to act as my agent with respect to this application. I agree to reimburse the City of Burien for the costs of professional engineers and other consultants hired by the City to review and inspect this proposal when the City is unable to do so with existing in house staff.

Dated: _____

Signature: _____

Please see the attached checklist(s) for a list of plans and other information that must be submitted with this application and for other important information. The checklist(s) must be submitted with the application and the required submittals.



WHAT IS A SHORELINE EXEMPTION?

Shoreline permit regulations are required by the Shoreline Management Act of 1971, Chapter 90.58 of the Revised Code of Washington (RCW). This state law requires local governments to establish a program consistent with rules adopted by the State Department of Ecology (DOE) for the administration and enforcement of the permit system titled State of Washington Shoreline Master Program Guidelines. Accordingly, the City of Burien has adopted regulations for the shorelines of the City in the Burien Shoreline Master Program. Those regulations are contained in Title 20 of the Burien Municipal Code.

The Shorelines Management Act requires all substantial development within the shoreline district of the City to go through the Shoreline Substantial Development review process; however, certain types of development are exempt from the Substantial Development Review process. A Shoreline Exemption is a review by the City to determine if a proposal is indeed exempt from the Substantial Development permit process.

The City's shorelines include Burien's saltwater shorelines and Lake Burien, PLUS all "associated wetlands" of these waters. Development within the shoreline district consists of everything in or over the water, as well as everything within 200 feet landward of the "ordinary high water mark" (i.e., the shoreline).

WHAT IS EXEMPT FROM THE SHORELINE SUBSTANTIAL DEVELOPMENT REVIEW PROCESS?

To qualify for a shoreline exemption the applicant must provide the City with written and graphic evidence that the project meets one of the following exemptions (WAC 173-27-040):

1. Any development that costs less than \$7,047.00 (including labor) that does not materially interfere with normal public use of the water.
2. Normal maintenance or repair even if the cost exceeds \$7,047.00.
3. Bulkhead construction for single-family residences.
4. Emergency construction.
5. Farming, irrigation, and ranching activities.
6. Navigational aids such as channel markers and anchor buoys
7. Homeowner's construction of a single family residence and accessory structures.
8. Construction of a dock for single-family or multi-family residences that, in fresh waters, the cost does not exceed \$10,000 fair market value, and in salt waters, the cost does not exceed \$2,500 fair market value.
9. Operation, maintenance, or construction of canals, waterways, drains, reservoirs, or other facilities.
10. Marking of property lines on state-owned lands.
11. Agricultural drainage or diking system.
12. Any project with a certification from the governor pursuant to Chapter 80.50 RCW (energy facilities).
13. Site exploration in preparation of an application for development.
14. Removing or controlling aquatic noxious weeds.
15. Watershed restoration projects (no fee).
16. Project to improve fish or wildlife habitat or fish passage.

Even if the applicant is granted an exemption, a building or grading permit still may be required and the shoreline development activity must be carried out in compliance with the Shoreline Management Act and the City's Shoreline Management Master Program.

A SHORELINE EXEMPTION FORM IS ALSO REQUIRED FOR:

1. Projects requiring federal or state approvals.
2. Projects that do not require a building permit or land use permit (e.g. small sheds).
3. An applicant or owner who specifically requests a shoreline exemption.

WHAT STEPS ARE REQUIRED FOR A SHORELINE EXEMPTION REVIEW AND HOW LONG WILL IT TAKE?

A pre-application meeting is not required for a shoreline exemption. Simply review the exemption criteria listed above, fill out the form, and provide the appropriate supporting materials. If you have questions about codes you may call City Hall and ask to speak to a planner. Then submit the materials to the permit counter at City Hall. A shoreline exemption determination is made by Community Development Department staff. Unless the project requires approvals from other agencies (see below), the City usually makes a determination within 30 days. The Department of Ecology does not review shoreline exemptions unless other state or federal agency approvals are required.

Even though a project is exempt from a Substantial Development Review, it still may need approvals from other agencies. If the proposal involves construction within navigable water (i.e., up to the mean high water mark from tidal waters or to the ordinary high water mark for fresh water) or if the proposal includes dredging or placement of fill, a U.S. Army Corps of Engineers Section 10/404 permit is required. If the project involves construction or other activity below the ordinary high water mark or if the project includes an activity that will use, divert, obstruct, or change the natural flow or bed of any state waters, a Hydraulic Project Approval from the Department of Fish and Wildlife is required.

Applicants should use the JARPA (Joint Aquatic Resource Permit Application) when filing applications to other agencies. The [JARPA](#) forms can be accessed and submitted electronically to facilitate more timely and efficient permit reviews. For more information, instructions and the latest forms please visit www.epermitting.wa.gov.



PLEASE RETURN THIS CHECKLIST WITH YOUR APPLICATION

The following is a list of materials and plans that must be submitted in order to have a complete application. For some applications, it will not be necessary to submit all of the listed materials. Consult with the Department of Community Development if you have questions. Please do not turn in your application until all materials that apply to your proposal have been checked off.

Application	REQUIRED	PROVIDED
A completed and signed Shoreline Exemption Form.	X	

Fees	REQUIRED	PROVIDED
A check payable to the City of Burien for applicable filing fees and engineering deposits.	X	

Survey, Site Plans and Building Elevations	REQUIRED	PROVIDED
One copy of plans on 8½" x 11" paper, showing:	X	
1. Property survey with property dimensions, any existing structures that are proposed to remain on the property and the names of adjacent rights-of-way.		
2. Existing streams, lakes, and shorelines, showing location of ordinary high water lines.		
3. Fire hydrants, utility lines, structures, rockeries, roadways and other relevant manmade or natural features.		
4. All existing evergreen trees greater than 8" in diameter and deciduous trees greater than 12" in diameter identified by species and an indication of which will be saved. The dripline and trunk locations should be accurately depicted.		
5. Proposed landscaping: size, species, location and distance apart.		
6. Location and dimensions of proposed structure(s), parking areas, driveways and roadways.		
7. The location and type of any critical areas and their required buffers, on and within 100 feet of your property.		
8. Calculations for proposed setbacks, building coverage, impervious surface coverage, building height and parking.		
9. Location and length of adjacent piers within 200 yards of the proposed pier and/or float.		
10. A completed impact assessment worksheet or ecological impact report.		