



TOWN OF COUPEVILLE SHORELINE SUBSTANTIAL DEVELOPMENT PERMIT APPLICATION

NE Seventh Street / PO Box 725, Coupeville, WA 98239
Phone 360.678.4461 <http://www.townofcoupeville.org>

Town File No.: SDP	Date Received:	Complete Application Date:
PROPERTY OWNER INFORMATION (provide contact for other owners on additional sheet)		
Name:	Phone #:	
Mailing Address:		
City, State, Zip:	Email Address:	
APPLICANT INFORMATION		
Name:	Phone #:	
Mailing Address:		
City, State, Zip:	Email Address:	
PROJECT NAME (if any)		
LOCATION OF PROPOSAL		
Address (if any):	Tax Lot No.:	
Latitude and longitude (to the nearest minute) for projects located in open water areas away from land		
BRIEF DESCRIPTION OF PROPOSAL		

SIGNATURE REQUIRED

I certify that the information, statements, and answers provided in this application are true, correct, and complete to the best of my knowledge and belief

Signature

Date

Printed Name

Title:

Company:

Application fee: _____
Date fee paid _____
Receipt No. _____

SHORELINE SUBSTANTIAL DEVELOPMENT PERMIT SUBMITAL REQUIREMENTS

The number in the right column indicates the number of copies required for submittal.

	Shoreline Substantial Development Permit application form	1
	Joint Aquatic Resources Permit Application (JARPA)	2
	Application fee (see Chapter 2.36 CTC)	✓
	Address labels for all property owners within 300 feet of site boundaries and affidavit (1" x 2-5/8" – 30 per sheet)	2
	<p>Project narrative describing:</p> <ul style="list-style-type: none"> • the proposed use of and modifications to the site • project time frame • proposed access during and after construction • construction/work methods and equipment • proposed cut and fill quantities • critical areas on the subject property or adjacent property • vegetation or natural systems that will be modified or temporarily disturbed and any proposed mitigation • new utilities to serve the site • how the proposal complies with the Shoreline Master Program <p>Applications for commercial development must include a detailed statement explaining the nature and intensity of the relationship of the proposed development to the local shoreline, i.e., water-dependent, water-related, or water-enjoyment per WAC 173-26-020 and the town Comprehensive Plan. Such statements shall include at least the following:</p> <ul style="list-style-type: none"> • Nature of the commercial activity; • Need for shoreline or overwater location; • Relationship to historic preservation/restoration goals; • Proposed measures to enhance the relationship of the activity to the shoreline or water; • Proposed provisions for public physical and visual access to the local shoreline. 	2
	SEPA checklist (if applicable)	1
	Critical areas report in conformance to Chapter 16.34 CTC (if applicable)	2
	Geotechnical report (if determined necessary)	2
	Cultural resources site assessment (if determined necessary)	2
	<p>Site plan (drawn to scale with north arrow, scale, contact information for the preparer, date prepared or revised, and quarter section, section, township and range) showing:</p> <ul style="list-style-type: none"> • property lines • ordinary high water mark [<i>Note: 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 documentation. Where the OHWM is neither adjacent to or within the project limits, the plan shall indicate the distance and direction to the nearest OHWM.</i>] • site disturbance boundaries • existing and proposed structures and other improvements • existing and proposed contours at intervals sufficient to accurately determine the existing character of the property. The Town may waive this feature where no permanent change to the site topography is proposed. 	3

Note: Additional materials may be required to assess compliance with applicable policies, regulations, and standards.