



Submittal Worksheet
SHORELINE VARIANCE

WHAT IS THE PURPOSE OF THIS WORKSHEET?

This worksheet is to help prospective applicants prepare the required documentation needed to submit a complete application. Please note that this is not the official application, but a tool to assist in the compilation of the materials required for the review by the City. It is important that prospective applicants contact the Planning and Building Division prior to submitting an application as some projects may not require the submittal of all the materials listed or may require additional materials not listed. In order to help work out any potential problems before the formal submittal, the City of Bonney Lake encourages applicants to attend a pre-application meeting.

DIGITAL SUBMITTAL REQUIRED

The City has implemented a paperless permit system for all planning permits. All required application materials are required to be submitted electronically to the Bonney Lake Permit Center. Please contact the Bonney Lake Permit Center at (253) 447-4344 regarding the submittal process. All submittal documents are required to be consistent with the Digital Submittal Requirements.

Joint Aquatic Resource Permit Application (JARPA): The JARPA must be signed by the property owner or the applicant must also submit a notarized copy of the Agent Authorization Form.

Fee: \$3,000

Project Narrative: The narrative shall provide a brief description of the project and answer all of the following questions:

1. How does the strict application of the bulk, dimensional or performance standards set forth in the applicable master program precludes, or significantly interferes with, reasonable use of the property?
2. How does the hardship described above specifically related to the property, and is the result of unique conditions such as irregular lot shape, size, or natural features and the application of the master program, and not, for example, from deed restrictions or the applicant's own actions?
3. How is the design of the project compatible with other authorized uses within the area and with uses planned for the area under the comprehensive plan and shoreline master program and will not cause adverse impacts to the shoreline environment?
4. How will the variance not constitute a grant of special privilege not enjoyed by the other properties in the area?

Public Services Department

9002 Main Street East, Suite 300, Bonney Lake, WA 98391

(253) 862-8602

Page 1 of 2



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5. How will the variance requested be the minimum necessary to afford relief?
6. Will the public interest suffer a substantial detrimental effect as a result of granting the variance?
7. What would be the impact if the City were to grant similar variances for other developments in the area?

Cascade Water Alliance License: A license from Cascade Water Alliance (CWA) is required for any work to be done below the 545 elevation line along Lake Tapps.

Arborist Report: A report from a qualified arborist stating the size (DBH), species, and assessment of the health of all identified trees located within the vegetative buffer. This requirement may be waived by the planning official if it is determined that proposed development activity will not impact significant trees within the vegetation conservation area regulated by BLMC 16.56.060.

Site Plan: The site plan shall be drawn on twenty-four (24) inch by thirty-six (36) inch sized paper landscape orientation with a maximum scale of one (1) inch equals forty (40) feet displaying the following:

1. The boundary of the parcel(s) of land upon which the development is proposed.
2. The OHWM 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. For projects adjacent to the Lake Tapps reservoir, the OHWM shall be identified.
3. Existing and proposed land contours at two (2) foot intervals. Areas within the boundary that will not be altered by the development may be indicated as such and contours approximated for that area.
4. The approximate location of trees over six (6) inches in diameter as measured four and half (4.5) feet above the ground, their size and their species.
5. The location of existing structures, driveways, access ways and easements and the proposed improvements.