



Single Family Residence Reasonable Use Exception Permit Application

6000 Main St. SW
Lakewood, WA 98499
Phone: (253) 512-2261

Application Fee: \$500.00
Technology Fee: \$10.00

Number Required:	Description of Required Documents:	Required:
1	Reasonable Use Exception Permit Fee	A
2	Reasonable Use Exception Permit Application Form	A
1	Applicant/Owner Affidavit of Posting*	A
7	Reasonable Use Exception Permit General Description (See CDD Handout #11)	A
2	Applicant's Answers Addressing the Criteria from <i>LMC 14A.142.090.B</i>	A
7	Shoreline Site Development Plan (See CDD Handout #9)	A
1	8 ½" x 11" Reduced Copy of the Development Plans	A

7	Landscaping Plan (See CDD Handout #3)	M
7	Architectural Plans	M
7	Tree Retention Plan (See CDD Handout #5)	M
(See SEPA Form)	SEPA Environmental Checklist Application and \$480.00 Application Fee	M

A=Always required. M=May be required

* Modifications that relate only to the buffer requirements for single-family residential permits shall be reviewed and decided as a Process 1 determination in conjunction with the Building Permit application. Modifications that would impinge upon the critical area itself or require an administrative building setback variance shall be reviewed and decided using Process 2 procedures.

FOR PROCESS II PERMITS: Prior to application submittal, the applicant will be required to post a notice board on the property. The notice board shall be a four foot by four foot (4'x4') plywood generic notice board mounted and bolted onto at least two (2) four inch by four inch (4"x4") wood posts and placed securely in the ground. The notice board shall be placed by the applicant in a conspicuous location on the street frontage bordering the subject property..

This application shall not apply to the following critical areas:

1. Steep slope hazard areas that are unmitigatable landslide hazard areas;
2. Steep slope hazard areas of slope greater than 70 percent where either the lot or slope are abutting and above a class 1 or 2 wetland stream, and associated buffer, or an open stormwater conveyance system.



**SINGLE FAMILY RESIDENCE REASONABLE USE EXCEPTION PERMIT
APPLICATION**

APPLICATION #: _____
OFFICE USE ONLY

APPLICATION NAME: _____

PROPOSED USE: _____ **ZONE:** _____

ADDRESS/LOCATION: _____

PIERCE COUNTY PARCEL NUMBER (S): _____ **ACRES:** _____

APPLICANT: (mandatory)

Name: _____ Daytime Phone: _____

Mailing Address: _____ E-Mail: _____

City/State/Zip: _____ Professional License No: _____

Signature: _____ Contact Person: _____

AGENT/ CONSULTANT/ ATTORNEY: (mandatory if primary contact is different from applicant)

Name: _____ Daytime Phone: _____

Mailing Address: _____ E-Mail: _____

City/State/Zip: _____ License No: _____

PROPERTY OWNER 1: (mandatory if different from applicant)

Name: _____ Daytime Phone: _____

Mailing Address: _____ E-Mail: _____

City/State/Zip: _____ Signature: _____

PROPERTY OWNER 2: (if more than two property owners attach additional info/signature sheets)

Name: _____ Daytime Phone: _____

Mailing Address: _____ E-Mail: _____

City/State/Zip: _____ Signature: _____

The above signed property owners, certify that the above information is true and correct to the best of our knowledge and under penalty of perjury, each state that we constitute all of the legal owners of the property described above and designate the above parties to act as our agent with respect to this application:

OFFICE USE ONLY:

DATE APPLICATION RECEIVED: _____ RECEIVED BY: _____

DATE APPLICATION COMPLETE: _____ COMPLETENESS REVIEW BY: _____

THE APPLICANT MUST PROVIDE THE FOLLOWING INFORMATION WHEN SUBMITTING A SINGLE FAMILY RESIDENCE REASONABLE USE EXCEPTION PERMIT APPLICATION:

- A. The completed original application form and one (1) additional copy, making sure that all of the required signatures have been obtained.
- B. One (1) copy of the Applicant/Owner Affidavit of Posting form, to include all of the required signatures.
- C. Seven (7) copies of the Reasonable Use Exception Permit General Description in accordance with Community Development Department Handout #11.
- D. The applicant shall provide two (2) copies addressing how the proposal meets the following criteria from *LMC 14A.142.090.B*:

The Director may adjust critical area requirements or grant minor variances for single-family residence applications provided:

1. The proposal is the minimum necessary to accommodate the building footprint and access. In no case, however, shall the building footprint and outdoor activity areas encroaching into the critical area or required buffer exceed 7,000 square feet.
 2. Access shall be located so as to have the least impact on the critical area and its buffer.
 3. The proposal shall be designed to preserve the functions and values of the critical area(s) to the maximum extent possible.
 4. Adverse impacts resulting from alterations of steep slopes shall be minimized.
 5. The proposal includes on-site mitigation to the maximum extent possible.
 6. The proposal will not significantly affect drainage capabilities, flood potential, and steep slopes and landslide hazards on neighboring properties; and
 7. The proposal first develops noncritical area land, then the critical area buffer before the critical area itself is developed.
- E. Seven (7) copies of the Shoreline Site Development Plan in accordance with Community Development Department Handout #9.
 - F. Seven (7) copies of a landscape plan in accordance with Community Development Department Handout #3 and addressing all applicable community design standards as identified by planning staff in the pre-application conference or design review meeting.
 - G. If significant trees exist on the site, seven (7) copies of a tree retention plan in accordance with Community Development Department Handout #5.
 - H. One (1) reduced copy (8 ½" x 11") of the development plans (Sections F-I above).

- I. If a SEPA Environmental Checklist is required for this project, the environmental checklist application must be completed and submitted in conjunction with this application. Environmental checklist processing fee: \$480 plus consulting fees over 4 hours.

The Director may require reasonable, non-compensatory mitigation measures to mitigate and minimize the loss of the functions and values of the critical areas and may impose mitigating conditions to the modification, waiver or variance in order to meet the standards of this subsection.

ALL LARGE MAPS MUST BE FOLDED TO FIT INTO A 10" x 13" ENVELOPE WITH THE APPLICATION NAME OF THE PLAN SHOWING.

All above items and any other material that may be required by the city must be submitted at the time of application in order for the application to be accepted as complete.

Handouts and application forms may be revised without notice.



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***CITY OF LAKEWOOD
COMMUNITY DEVELOPMENT
DEPARTMENT HANDOUT #11***

**REASONABLE USE EXCEPTION
GENERAL DESCRIPTION REQUIREMENTS**

The general description for a Reasonable Use Exception permit shall contain, as a minimum, the following information in order to be deemed complete:

1. A description of the areas of the site which are critical areas and/or natural resource lands or within buffers required under LMC Title 14A or the City of Lakewood Shoreline Master Program;
2. A description of the amount of the site which is within setbacks required by other standards of the zoning code or Shoreline Master Program;
3. A description of the proposed development, including a site plan;
4. An analysis of the impact that the amount of development described in subsection (3) would have on the natural resource land(s) or critical areas(s);
5. An analysis of what other reasonable uses with less impact on the natural resource land(s) or critical area(s) and associated buffer(s) are possible;
6. A design of the proposal so that the amount of development proposed as reasonable use will have the least impact practicable on the natural resource land(s) and/or critical area(s);

7. An analysis of the modifications needed to the standards of LMC Title 14A and the City of Lakewood Shoreline Master Program to accommodate the proposed development;

8. A description of any modifications needed to the required front, side and rear setbacks; building height; and buffer widths to provide for a reasonable use while providing greater protection to the critical area(s) and/or natural resource land(s); and

9. Such other information as the Department determines is reasonably necessary to evaluate the issue of reasonable use as it relates to the proposed development.

The Department will forward a copy of a request for reasonable use exception to the Washington State Departments of Fish and Wildlife and Ecology for review, comment, and recommendation.

Additional information may be required based on the specific project and/or site. All large maps must be folded to fit into a 10 x 13-inch envelope with the application name of the plan showing.



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CITY OF LAKEWOOD COMMUNITY DEVELOPMENT DEPARTMENT HANDOUT #09

SHORELINE SITE DEVELOPMENT PLAN REQUIREMENTS

The development plans for a building permit, substantial development, conditional use, or variance permit shall contain, at a minimum, a surveyed site development plan consisting of maps and elevation drawings drawn to scale depicting clearly the following information in order to be deemed complete* :

REQUIRED INFORMATION:

1. Vicinity map clearly showing the relationship of the property and proposed development or use to roads, utilities, other parcels and existing developments and uses on adjacent properties in the area.
2. North arrow and decimal engineering scale (ie. 1"=20'; **not** 1/8"=1' architectural scale).
3. Property Address.
4. Property lines.
5. Pierce County tax parcel number.
6. Lot dimensions and total square footage.
7. The ordinary high water mark of all water bodies located adjacent to or within the boundary of the project. 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 ordinary high water mark, 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 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.
8. The dimensions and locations of all existing and proposed structures and improvements including but not limited to: buildings, paved or graveled areas, roads, utilities, septic tanks and drainfields, material stockpiles or surcharge, and stormwater management facilities.
9. Quantity, source and composition of any fill material that is placed on the site whether temporary or permanent.
10. Quantity, composition and destination of any excavated or dredged material.
11. Dimensions of all setbacks (distance from the wall of all existing and proposed structures to property lines or shoreline buffer).
12. Existing and proposed fences or retaining walls (specify type and height of fence or wall).
13. The location of any structures on abutting properties within 5 feet of the property line.

14. Data required to be listed on the site plan:

* Refer to LMC 18A.50.115.D & E

- a. Percent of site covered by structures.
 - b. Percent of site covered by impervious surface.
 - c. Total square footage of paved area.
15. The location of any proposed docks/ramps and bulkheads.
 16. Existing and proposed land contours. The contours shall be at two-foot intervals to accurately determine the existing character of the property and the extent of proposed change to the land that is necessary for the development. Areas within the boundary that will not be altered by the development may be indicated as such and contours approximated for that area.
 17. Data required for height calculations:
 - a. The existing grade elevation at the mid-point of each wall and at each corner of the structure.
 - b. Finished first floor elevation of proposed structure.
 - c. Highest elevation of finished structure.
 18. All easements (access, utility, railroad, stormwater, etc.). Indicate type and dimensions of easement.

SITE-SPECIFIC INFORMATION – MAY BE REQUIRED:

19. A delineation of all wetland areas that will be altered or used as a part of the development.
20. A general indication of the character of vegetation found on the site.
21. Where applicable, a landscaping plan for the project.
22. Where applicable, plans for development of areas on or off the site as mitigation for impacts associated with the proposed project shall be included and contain information consistent with the requirements of this section.
23. Where applicable, a depiction of the impacts to views from existing residential uses and public areas.
24. On all variance applications the plans shall clearly indicate where development could occur without approval of a variance, the physical features and circumstances on the property that provide a basis for the request, and the location of adjacent structures and uses.

Additional information may be required based on the specific project and/or site. All large maps must be folded to fit into an 10 x 13-inch envelope with the application name of the plan showing.

Handouts and application forms may be revised without notice.

APPLICANT/OWNER AFFIDAVIT OF POSTING

PRIOR TO APPLICATION SUBMITTAL, the applicant is required to post a notice board on the property. The notice board shall be a four foot by four foot (4'x4') plywood generic notice board mounted and bolted onto at least two (2) four inch by four inch (4"x4") wood posts and placed securely in the ground. The notice board shall be placed by the applicant in a conspicuous location on the street frontage bordering the subject property. The affidavit is to be completed and submitted with the application **after** the notice board has been installed.

I, _____ state and swear; that in compliance with the provisions of the City of Lakewood Land Use and Development Code, I caused to have posted a four foot by four foot (4'x4') plywood face generic notice board in _____ conspicuous place(s) on the street frontage bordering the subject property which is the subject of the _____ application on the _____ day of _____, 20____.

Applicant Signature

Date

OR

Property Owner Signature

Date