

Apply for a Shore Friendly Restoration Site Consultation

What is this: On-site staff consultation with Kitsap County environmental and stormwater permit reviewers, habitat biologist from Washington Department of Fish and Wildlife, landowner, and engineer or designer if needed. A staff consultation is required for shoreline restoration work.

When to apply: Landowners have been determined by Shore Friendly staff to be eligible and may have a site erosion assessment from a certified Geologist through the Shore Friendly Kitsap program. This step is most helpful when landowners have a conceptual idea or draft design plans.

Why apply: To identify potential permit applications and required technical reports based on the proposed project design and elements; and to explore potential options to streamline the permit application and review process.

Cost: \$610 (*\$350 will be credited to permit application fees if application submitted within one year of site consultation*)

Permit cost is based on the 2020 Fee Schedule; subject to change.

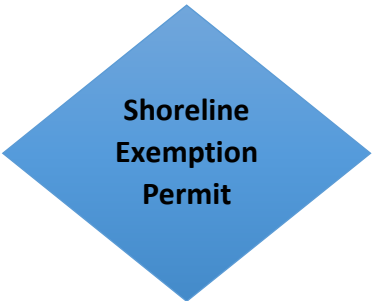


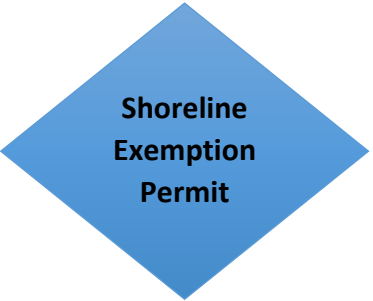



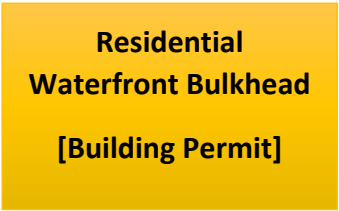
During on-site staff consultation, don't forget to ask...

- If your project aligns with one of the four common scenarios for Shore Friendly bulkhead removal project based on site conditions and proposed project elements.
- If it's appropriate to combine the Shoreline Exemption permit and the Site Development Activity Permit based on the project scale. Combining the permits simplifies process and reduces redundancy in submittal items.
- Ask about all the required technical reports you may need:

[Common reports]

- Geological Report or Geotechnical Report
- Shoreline, Wetland, Stream Habitat Report
- Habitat Management Plan

Four Common Permit Pathways for Shore Friendly Restoration Projects

1	2	3	4
For simple bulkhead removal projects that do not require clearing, grading, or installation of wing-walls	For bulkhead removal projects that involve land clearing or grading (grading may include installation of soft shore armoring)	For bulkhead removal projects that do not involve land clearing or grading, includes installation of <i>wing-walls</i>	For bulkhead removal projects that involves clearing or grading and installation of wing-walls or soft shore alternatives to protect adjacent properties
 <p>Shoreline Exemption Permit</p>	 <p>Shoreline Exemption Permit</p>	 <p>Shoreline Exemption Permit</p>	 <p>Shoreline Exemption Permit</p>
	 <p>Site Development Activity Permit – Grading Only</p>	 <p>Residential Waterfront Bulkhead [Building Permit]</p>	 <p>Site Development Activity Permit – Grading Only</p>
			 <p>Residential Waterfront Bulkhead [Building Permit]</p>

1

For simple bulkhead removal projects that do not require clearing, grading, or installation of wing-walls

Shoreline Exemption Permit

STOP - Always check for cultural resources

STEP 1: Locate and Complete the [Shoreline Exemption permit questionnaire](#)

STEP 2: Gather all required submittals items

- [Shoreline Exemption](#) Questionnaire
- [Site Plans](#)
- Building Clearance from [Kitsap Public Health District](#) if you have existing septic system
- Photographs of property
- [State Environmental Policy Act \(SEPA\) Checklist](#)
- [Joint Aquatic Resources Permit Application \(JARPA\)](#)
- Additional technical reports that may be required:
 - Shoreline, Wetland, Stream, Habitat Report
 - Habitat Management Plan
 - **Geotechnical Report** or **Geological Report** *[always required for shoreline restoration projects]*
 - Wetland Delineation Report
 - Hydraulic Project Approval (HPA) Application *[always required]*
 - Mitigation Plan

STEP 3: Log in to the [Online Permit Center](#) to upload required submittal items

STEP 4: Pay for permit fees through [Online Permit Center](#)

Permit Cost: \$759.50

Estimated permit cost based on the 2020 Fee Schedule, subject to change.

2

For bulkhead removal projects that involve land clearing or grading (may include installation of soft shore protection)

Shoreline
Exemption
Permit

Site Development
Activity Permit –
Grading Only

STEP 1: Locate and Complete the required [Site Development permit questionnaire](#)

STEP 2: Gather all required submittals items

- Site Development Permit Questionnaire
- Project Narrative
- [Stormwater Worksheet](#)
- Sewage and Water Disposal Information
- Stormwater Pollution Prevention Plan (SWPP) Drawings
- [Stormwater Pollution Prevention Plan \(SWPP\) Narrative](#)
- [State Environmental Policy Act \(SEPA\) Checklist](#)
- Erosion Control Covenant
- Storm Maintenance Covenant
- Other technical reports to submit as applicable:
 - Shoreline, Wetland, Stream, Habitat Report;
 - Habitat Management Plan;
 - Geological Report or Geotechnical Report;
 - Wetland Delineation Report;
 - Flood Elevation Certificate;
 - Flood Elevation Report

(If you intent to request to waive any submittal items, submit a [Request for Submittal Waiver form](#))

STEP 3: Log in to the [Online Permit Center](#) to upload required submittal items

STEP 4: Pay for permit fees through [Online Permit Center](#)

Permit Cost: \$1,841.80

Exemption: *Grading activities already approved by a separate permit granted by any governing authority may be exempt from the SDAP. Project would only require the Shoreline Exemption permit.*

Estimated permit cost based on the 2020 Fee Schedule, subject to change.

3

For bulkhead removal projects that do not involve land clearing or grading, includes installation of *wing-walls*

Shoreline
Exemption
Permit

Residential
Waterfront Bulkhead
[Building Permit]

STEP 1: Locate and Complete the required [Residential Waterfront Bulkhead project questionnaire](#)

STEP 2: Gather all required submittals items

- Required Questionnaire (completed in prior step)
- [Site Plans](#)
- Engineered Construction Plans and Supporting Calculations (if applicable)
- Sewage Disposal and Water Supply Information
- Shoreline, Wetland or Stream Habitat (where applicable)
- Geotechnical Report
- [Joint Aquatic Resources Permit Application \(JARPA\)](#)
- [Hydraulic Project Approval \(HPA\) Application](#)
- Letter of Authorization (applicable if applicant is not the landowner)

STEP 3: Log in to the [Online Permit Center](#) to upload required submittal items

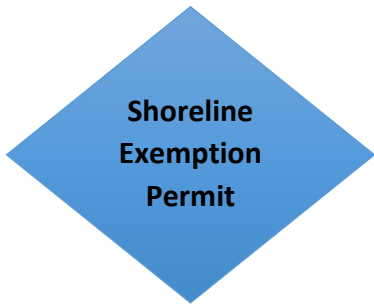
STEP 4: Pay for permit fees through [Online Permit Center](#)

Permit Cost: Residential Building permit cost is determined by multiplying the value of improvement (square footage of project multiplied by construction cost) by the permit fee multiplier. *Estimated permit cost based on the 2020 Fee Schedule, subject to change.*

Note about installation of wing-walls. *When wing-walls are required to protect adjacent properties, they must be built in the same footprint or landward of the existing bulkhead. Adding hard wing-walls (concrete or rock) where it did not exist is not a shoreline exemption project.*

4

For bulkhead removal projects that involves clearing or grading and installation of wing-walls or soft shore alternatives to protect adjacent properties



STEP 1: Locate and Complete the required [Site Development permit questionnaire](#)

STEP 2: Gather all required submittals items

- Site Development Permit Questionnaire
- Project Narrative
- [Stormwater Worksheet](#)
- Sewage and Water Disposal Information
- Stormwater Pollution Prevention Plan (SWPP) Drawings
- [Stormwater Pollution Prevention Plan \(SWPP\) Narrative](#)
- [State Environmental Policy Act \(SEPA\) Checklist](#)
- Erosion Control Covenant
- Storm Maintenance Covenant
- Other technical reports that may be required:
 - Shoreline, Wetland, Stream, Habitat Report;
 - Habitat Management Plan;
 - Geological Report or Geotechnical Report;
 - Wetland Delineation Report;
 - Flood Elevation Certificate;
 - Flood Elevation Report

((If you intent to request to waive any submittal items, submit a [Request for Submittal Waiver form](#)))

STEP 3: Log in to the [Online Permit Center](#) to upload required submittal items

STEP 4: Pay for permit fees through [Online Permit Center](#)

SDAP Permit Cost: \$1,841.80
Estimated permit cost based on the 2020 Fee Schedule, subject to change.

STEP 1: Locate and Complete the required [Residential Waterfront Bulkhead project questionnaire](#)

STEP 2: Gather all required submittals items

- Required Questionnaire (completed in prior step)
- [Site Plans](#)
- Engineered Construction Plans and Supporting Calculations (if applicable)
- Sewage Disposal and Water Supply Information
- Shoreline, Wetland or Stream Habitat (where applicable)
- Geotechnical Report
- [Joint Aquatic Resources Permit Application \(JARPA\)](#)
- [Hydraulic Project Approval \(HPA\) Application](#)
- Letter of Authorization (applicable if applicant is not the landowner)

STEP 3: Log in to the [Online Permit Center](#) to upload required submittal items

STEP 4: Pay for permit fees through [Online Permit Center](#)

Building Permit Cost: Residential Building permit cost is determined by multiplying the value of improvement by the permit fee multiplier. *Estimated permit cost based on the 2020 Fee Schedule, subject to change.*

ADDITIONAL INFORMATION AND CLARIFICATION ON SUBMITTAL ITEMS:

Site plans: include map scale, north arrow, project location, proposed design details, location of High Water Mark, distance from proposed structure to High Water Mark, location of septic tank/drain field or sewer/water utility lines

Photographs: one from each side view, one towards the water, one from the shoreline toward land

Technical reports: identified during the restoration site consultation meeting based on site conditions and project elements. Common technical reports required for Shore Friendly restoration projects include a Geological Report or Geotechnical Report; a Shoreline, Wetland, Stream, Habitat Report; and/or a Habitat Management Plan.

Covenants: all Site Development Activity Permits (SDAP) permits require covenants for erosion control and storm maintenance. Permit applicants pay for recording fee per page of covenant. Erosion control covenant can be removed once project is done; storm maintenance covenant stays beyond construction.

Joint Aquatic Resources Permit Application (JARPA): this form is used to apply for local, state and federal permits including the HPA

Hydraulic Project Approval (HPA): this permit is applied through Washington Department of Fish and Wildlife. Use information in the JARPA form to apply for a HPA. You can also apply for an HPA online through the Washington Department of Fish and Wildlife [APPS system](#). (Note: the HPA will not go under review or be issued until WDFW receives the SEPA Decision, issued by the County.)