



# CRITICAL AREA REASONABLE USE EXCEPTION

Planning and Economic Development Department  
200 NE Moe Street | Poulsbo, Washington 98370  
(360) 394-9748 | fax (360) 697-8269  
www.cityofpoulsbo.com | plan&econ@cityofpoulsbo.com

A reasonable use exception is required when the requirements of the Poulsbo Municipal Code (PMC) [16.20](#) would deny all reasonable use of a property. This [Type III](#) land use decision is subject to the review and approval of the Hearing Examiner, and is granted upon compliance with the criteria outlined in [PMC 16.20.130 B](#). For a detailed description of the Type III review process, refer to PMC [Title 19](#). Additionally, a [pre-application conference](#) is required prior to submission of this application.

## PROJECT/PROPERTY INFORMATION:

Project Name:

Site Address:

Tax Assessor's ID:

Legal Description (attach sheet if necessary):

Comp Plan Designation:

Zoning Designation:

Concurrent Application Forms (identify applications for projects, permits, or any other land use decisions that are being submitted concurrent with the Reasonable Use Exception Application):

Reasonable Use Requested:

## APPLICANT/PROJECT CONTACT:

Name:

Phone:

Address:

Email:

## PROPERTY OWNER (IF DIFFERENT):

Name:

Phone:

Address:

Email:

## CRITICAL AREAS:

Check all that are on or within 300 feet of the subject property (see [Chapter 16.20](#) for definitions):

- |                                                          |                                                          |                                   |
|----------------------------------------------------------|----------------------------------------------------------|-----------------------------------|
| <input type="checkbox"/> Frequently flooded areas        | <input type="checkbox"/> Fish and Wildlife Habitat Areas | <input type="checkbox"/> Wetlands |
| <input type="checkbox"/> Critical aquifer recharge areas | <input type="checkbox"/> Geologically hazardous areas    |                                   |

Environmental studies that have been completed:

Has a survey been completed?  Yes  No      Is the property near the shoreline?  Yes  No

## APPLICATION SUBMITTAL REQUIREMENTS:

The PED Department is now accepting all applications electronically. Please submit your application online [here](#) or email the materials to [plan&econ@cityofpoulsbo.com](mailto:plan&econ@cityofpoulsbo.com).

Application Fees and Deposits

**Written Statement.** The burden of proof shall be on the applicant to provide evidence in support of the application. Applicants must demonstrate that the request complies with the following decision criteria:

- no reasonable use with less impact on the critical area and its buffer is possible. There is no feasible and reasonable on-site alternative to the activities proposed, considering the possible changes in site layout, reductions in density, and similar factors, that would allow a reasonable and economically viable use with fewer adverse impacts;
- the proposed activities, as conditioned, will result in the minimum possible impacts to affected critical areas;
- all reasonable mitigation measures have been implemented or assured;
- the inability to derive reasonable use is not the result of the applicant's actions or that of a previous property owner, such as by segregating or dividing the property and creating an undevelopable condition;
- the use would not cause a hazard to life, health, or property.

**Site plan drawings.**

*Please Note:*

- plans must be drawn at an engineering scale that allows each plan to fit on one sheet
- all buildings and structures shall be dimensioned
- all information shall be legible
- plans shall be prepared by an appropriate certified professional in the State of WA

The drawings shall show:

- project name and plan date
- name and phone number of preparer
- north arrow and scale
- dimensions of the subject property and each lot or tract
- structures and driveways on and within 150 feet of the property, on both sides of the street
- existing and proposed utilities, including any stormwater detention facilities
- critical areas located on or within 300 feet of the property
- streets adjacent to, surrounding, or intended to serve the property
- zoning of adjacent properties

Completed [SEPA Environmental Checklist](#)

Preliminary drainage report including Level One downstream analysis. See [PMC 12.02.030](#) and [13.17.070](#)

Geological or geotechnical report. See [PMC 16.20.735](#).

Wetland report. See [PMC 16.20.725](#)

Hydrogeological report. See [PMC 16.20.740](#)

Habitat management plan. See [PMC 16.20.730](#)

Any permits that are required from other local, state, or federal agencies for the proposed project (e.g. HPA, USACOE permit, etc.):

Notarized property owner and/or applicant signature page (attached)

Any other information/documents:





**PROPERTY OWNER'S SIGNATURE (if other than applicant/agent):**

I, the undersigned, state that, to the best of my knowledge, all the information provided for this application is true and complete. It is understood that the City of Poulsbo may nullify any decision made in reliance upon information given on this application form should there be any willful misrepresentation or willful lack of full disclosure on my part.

\_\_\_\_\_  
Signature of Property Owner

\_\_\_\_\_  
Print Name of Owner

STATE OF WASHINGTON) ) SS  
COUNTY OF KITSAP )

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ before me, the undersigned, a Notary Public in and for the State of Washington, duly commissioned and sworn, personally appeared \_\_\_\_\_ to me known to be the individual(s) described in and who executed the within and foregoing instrument, and acknowledged that he/she/they signed the same as his/her/their free and voluntary act and deed, for the uses and purposes therein mentioned, and on oath stated that he/she/they was (were) authorized to execute said instrument.

WITNESS my hand and official seal this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
NOTARY PUBLIC in and for the  
State of Washington Residing at

\_\_\_\_\_  
Commission Expires \_\_\_\_\_