



FACT SHEET – Shoreline SSDP

P-3.1F

NEED FOR PERMIT: A Shoreline Substantial Development Permit (SSDP) is required when a project is proposed within 200 feet of the ordinary high water mark and/or within the 100-year floodplain of state designated shorelines. Additionally, some projects may require a shoreline variance and/or a shoreline conditional use permit (CUP). Conversely, other projects may be exempt from a full substantial development review (Cowlitz County Shoreline Master Program, CCC19.20 Shoreline Management, RCW 90.58 Shoreline Management Act, and WAC173-27 Shoreline Management Permit and Enforcement Procedures).

COWLITZ COUNTY CODE / ORDINANCE REVIEW CRITERIA:

- CCC 18.10 Land Use Ordinance
- CCC 19.20 Shoreline Management
- CCC 19.15 Critical Areas Ordinance
- CCC 16.25 Floodplain Management Ordinance
- CCC 19.11 Environmental Policy – State Environmental Policy Act (SEPA)
- Comprehensive Plan
- Shoreline Master Program
- Other codes/ordinances applicable to development proposed.

PRE-APPLICATION REVIEW:

- Optional but recommended.
- Meetings held 4th Tuesday of each month.
- See Pre-Application Submittal Checklist Requirements and timelines.

DEPARTMENT PROCESSING TIME:

- 3-6 months once application is complete.
- Shoreline exemptions up to 1 month.

APPLICATION SUBMITTAL – PROCESSING:

- Application determined complete.
- SEPA determination made 14-day review period begins and property posted for a 30-day public comment period, review runs concurrent with SEPA comment period.
- Staff writes staff report and schedules a quasi-judicial, open-record public hearing date in front of the Board of County Commissioners and notifies the applicant, adjacent property owners, and publishes legal notice.
- The Board of Commissioners makes a decision of approval, approve with conditions or denial.
- The decision is then forwarded to Washington State Department of Ecology (DOE) and the Attorney General's office.
- If a CUP or variance is required, DOE has final approval, approval with conditions or denial of the CUP or variance.
- Construction pursuant to the permit is not authorized until twenty-one days from the date of filing with the DOE and provided no appeals have been submitted.

DURATION OF SSDP: Shoreline Substantial Development Permits, CUPs, and Variances must be completed within 5 years of permit approval, construction of the project must begin within the first 2 years of permit issuance.

APPEAL: The applicant and/or the public may appeal the Board of County Commissioners decision of denial to the Shorelines Hearing Board.