



# **BROCHURE # 59**

## **SITE DEVELOPMENT ACTIVITY PERMIT (SDAP)**

### **WHAT IS AN SDAP?**

A Site Development Activity Permit is a permit that the Department of Community Development reviews for land disturbing activities for major development, development in critical drainage areas (steep slopes, shoreline, closed depressions, etc), and for the use/improvement of unopened Kitsap County right-of-way. The SDAP provides a mechanism to ensure stormwater quantity and quality concerns, as well as other infrastructure, including roads, sidewalks, utilities and landscaping, are addressed prior to site development by:

- Requiring temporary erosion and sediment control plans for construction activities;
- Requiring review of site development construction plans and other stormwater documents for the development; and
- Inspecting stormwater facilities during construction.



### **When as an SDAP Required?**

An SDAP is required for any of the following activities:

- Site development or redevelopment activities meeting the definition of a major development (as described to the right).
- Site development or redevelopment activities requiring connection to a public storm drainage system.
- Grading resulting in the movement of 150 cubic yards or more of earth.
- Grading resulting in a temporary or permanent slope having a steepness exceeding 3 horizontal to 1 vertical and having a total vertical slope height exceeding 5'.

- Grading which includes the construction of embankment berms which result in the impoundment of water to a depth exceeding 18" and/or a maximum volume exceeding 2,500 cubic feet of water.
- Grading resulting in the diversion of existing drainage courses, both natural and man-made, from their natural point of entry or exit from the grading site.

- Any land clearing or grading on slopes steeper than 30%, or within the mandatory setback of a wetland, stream, lake, or Puget Sound (see brochures on critical areas and setbacks).
- Any construction activity within an identified critical drainage area.
- When the project, as determined by the director, will create or contribute to an existing drainage problem in the area where development is occurring.

No site development activity, as described in the Kitsap County Code, Stormwater Management Section (KCC Title 12), shall occur until an SDAP has been issued.

### **WHAT is a MAJOR DEVELOPMENT?**

“Major development” means any new development or any redevelopment activity that:

- Includes land disturbing activity of one acre or greater; or
- Includes grading involving the movement of five thousand cubic yards or more of material; or
- For sites within a census defined urban area or an urban growth area that:
  - Creates or adds five thousand square feet, or more, of new impervious surface area; or



- Converts three-fourths acre, or more, of native vegetation to pollution generating pervious surface; or
- Converts two and one-half acres, or more, of native vegetation to pasture; or
- For sites outside census defined urban areas or urban growth areas that creates or adds ten thousand square feet, or more, of new impervious surface area or creates or adds five percent or more of impervious surface area of the site (whichever is greater).

### When is an Engineer Required?

A professional engineer is required when one of the following conditions exists:

- Land use, building, or development on real property which meets the definition of a major development (see above).
- Improvement within the boundaries of Kitsap County right-of-ways for which Kitsap County will ultimately assume responsibility for maintenance.
- Site development activity where the County determines it is in the public's best interest to require that certain submittal documents be prepared by a Professional Civil Engineer.

### What if My Project is Not a Major Development But I'm Told I Need an Engineered SDAP?

If your project does not meet the definition of a major development but is required to submit an SDAP due to critical areas, then your project can qualify to use the criteria for an engineered abbreviated review.

An abbreviated review is applicable to small projects with specific drainage concerns. These submittals are generally limited in scope to address specific impacts to the identified critical area(s) and provide mitigation.

Development within critical areas requires the appropriate specialist within the specific field to

provide recommendations and design for mitigation. Specialists would include:

- For slope or stability-related critical areas: A qualified geotechnical engineer
- For wetlands, streams and shoreline critical areas: A qualified habitat biologist

In most cases, a downstream analysis and energy dissipation design by a professional engineer, with concurrence from the appropriate critical areas specialist, is required.

### What Is The Cost of an SDAP?

The cost of an SDAP varies with the project type and size. The current fee schedule can be obtained on the County website [www.kitsapgov.com/dcd/forms/](http://www.kitsapgov.com/dcd/forms/) or from the Department of Community Development Customer Service Center.

### What Other Permits May Be Needed For a Project Requiring an SDAP?

You may also need one or more of the following permits:

- Permit to Work in a County Right-of-Way (Public Works permit)
- Permit to Use, Alter, and/or Improve Unopened County Right-of-Way (Public Works permit)
- Forest Practice Application (FPA)
- Building Permit (for structures, detention vaults, retaining walls)
- Hydraulic Project Approval (HPA) from the Washington State Department of Fish and Wildlife
- Shoreline Substantial Development Permit (SSDP) or exemption for certain types of work within 200 feet of a shoreline
- National Pollution Discharge Elimination System (NPDES) Construction Stormwater Permit from Washington State Department of Ecology
- Appropriate Land Use approvals (as needed)

