



## KITSAP COUNTY DEPARTMENT OF COMMUNITY DEVELOPMENT

619 DIVISION STREET MS-36, PORT ORCHARD WASHINGTON 98366-4682 Larry Keeton, Director  
(360) 337-5777 FAX (360) 337-4415 HOME PAGE - [www.kitsapgov.com/dcd/](http://www.kitsapgov.com/dcd/)



### NOTICE OF ADMINISTRATIVE DECISION

June 1, 2016

TO: Interested Parties and Parties of Record  
RE: Project Name: Gargus  
Application: Short Plat Amendment  
Permit Number: 14 02002

Enclosed is the Administrative Decision issued by the Kitsap County Department of Community Development (DCD) for the above referenced application.

**THE DECISION OF THE DEPARTMENT IS FINAL, UNLESS APPEALED TO THE KITSAP COUNTY HEARING EXAMINER ON OR BEFORE 14 DAYS FROM THE DATE OF DECISION PER KITSAP COUNTY CODE 21.04.290.**

The written appeal shall be made on, or attached to, an appeal form found on DCD's website: <http://www.kitsapgov.com/dcd/forms/DocumentLibrary/applications/Appeals.pdf>.

Please note affected property owners may request a change in valuation for property tax purposes, notwithstanding any program of revaluation. Please contact the Assessor's Office at 360-337-5777 to determine if a change in valuation is applicable due to the issued Decision.

The complete case file is available for review at the Department of Community Development; if you wish to view the case file or have other questions, please contact Constance Blackburn at [cblackburn@co.kitsap.wa.us](mailto:cblackburn@co.kitsap.wa.us) or (360) 337-5777. Please note DCD is open Monday to Thursday from 8:00am to 4:00pm and on Friday from 9:00am to 1:00pm except holidays.

Cc Applicant and/or Rep:

Terry & Dana Gargus: [gargfam@gmail.com](mailto:gargfam@gmail.com)

James Bottem: [j.m.bottem@embarqmail.com](mailto:j.m.bottem@embarqmail.com)

Cc Interested Parties:

None



## KITSAP COUNTY DEPARTMENT OF COMMUNITY DEVELOPMENT

*To enable the development of quality, affordable, structurally safe and environmentally sound communities.*

Larry Keeton  
DIRECTOR

June 30, 2015

Jeffrey L. Rowe,  
CBO, CFM  
DEPUTY DIRECTOR

Terry & Dana Gargus  
8299 NW Wardwell Rd.  
Bainbridge Island, WA 98110

**RE: Short Subdivision # 7372**  
**Permit No. 14 02002**  
**Tax Account No. 4386-025-005-0206**

Dear Applicant:

This is to inform you that the above-referenced Short Subdivision has been granted **preliminary approval**.

This decision is in compliance with Kitsap County Code 21.04 Land Use and Development Procedures. All applicable criteria have been met for Preliminary Short Subdivision in accordance with Kitsap County Code Title 16.48 Short Subdivision.

The Department has further determined that the land segregation as it is presented in the Preliminary Short Plat Amendment, received **06/06/2014**, and as revised by submittal received **8/20/2014** by the Department of Community Development, conforms or will conform subject to conditions set forth in this letter, to the following:

1. Kitsap County Code Title 17 Zoning;
2. Kitsap County Code Title 12 Storm Water Drainage;
3. Kitsap County Comprehensive Plan and subarea plans;
4. Kitsap County Critical Areas Ordinance;
5. And all other elements of the Kitsap County Code that pertain to this land segregation.

**Approval is subject to the following conditions:**

### LAND USE

1. Adhere to all elements and requirements set forth in Kitsap County Code 16.48.
2. The following condition shall be added to the face of the Final Short Plat: Building permits issued on a lot in this Short Subdivision may be subject to impact fees pursuant to Kitsap County Code.

### SURVEY

3. At the time of submittal of the Final Short Subdivision a title certificate, current to within 30 days, is required. Please note or delineate on the face of the Final Short Plat all pertinent special exception items in Schedule "B" of the title certificate.

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Award Kitsap County  
'Year of the Rural'



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4. The following condition shall be added to the face of the final short plat: Access to Lot C shall be limited to the access easement leading to Augusta Avenue.

**STORMWATER**

5. The information provided demonstrates this proposal is a Major Development as defined in Kitsap County Code Title 12 and will require a Site Development Activity Permit (SDAP) from Development Engineering.
6. Stormwater quantity control, quality treatment, and erosion and sedimentation control shall be designed in accordance with Kitsap County Code Title 12 effective at the time the Short Plat application was deemed fully complete, (06/06/2014). The submittal documents shall be prepared by a civil engineer licensed in the State of Washington. The fees and submittal requirements shall be in accordance with Kitsap County Ordinances in effect at the time of SDAP application.
7. Kitsap County Code Title 12 classifies all water quality BMPs other than wet ponds/vaults, oil/water separators, and biofilters as experimental. The design engineer shall provide the required information as described in Section 6.6 of the Kitsap County Stormwater Design Manual with the SDAP application in order to gain approval from Development Services & Engineering to use the experimental BMP. This requirement may be waived if the Washington State Department of Ecology (Ecology) has approved the specific BMP and the BMP is being utilized in accordance with the Ecology approval parameters. The water quality BMP shall be sized to provide treatment of the post-developed peak flow rate from the 6-month, 24-hour storm event per the KCSDM Section 6.2.
8. Any project that includes off site improvements that create additional impervious surface such as lane widening, sidewalk or shoulder installation or intersection channelization shall provide stormwater mitigation in accordance with Kitsap County Code Title 12 effective at the time the Preliminary Short Subdivision application was deemed complete August 20, 2008.
9. The project proponent shall be responsible for installing any necessary off-site downstream drainage improvements (storm drainage piping & catch basins within the off-site access easement). Procurement of any permits or easements necessary to install off-site improvements shall be the responsibility of the project proponent.
10. The design of the infiltration facilities will be according to Section 5.3.5 of the Kitsap County Stormwater Design Manual. Soils exploration shall be performed at the proposed location of the facilities before final design to determine the infiltration rate and depth to seasonal high ground water table and/or impermeable layer. The soil report shall include Particle-Size Analysis performed by ASTM Test Method D-42263, soil log elevation, and location. The storage volume of the facility shall be adjusted to reflect the true infiltration rates with a safety factor of two applied. A Soils Engineer shall prepare the above information.

11. The infiltration facilities shall remain off line until the drainage areas are stabilized and the water quality treatment facility is adequately established. In addition, retention ponds shall not be utilized as temporary erosion and sedimentation control ponds.
12. During the construction of the proposed infiltration facilities, the Project Engineer shall provide an inspection to verify that the facilities are installed in accordance with the design documents and that actual soil conditions encountered meet the design assumptions. The Project Engineer shall submit the inspection report properly stamped and sealed with a professional engineer's stamp to Development Services & Engineering.
13. All lots shall use individual on-site infiltration systems. Before the issuance of building permits, the property owner shall submit to the Department of Community Development for review, a sketch showing the design and location of a stormwater infiltration facility for the distribution of surface water runoff that matches the approved SDAP design. Maintenance of these systems will be the responsibility of the homeowner.
14. The owner shall be responsible for maintenance of the storm drainage facilities for this development following construction. Before recording the final plat for this development, the person or persons holding title to the subject property for which the storm drainage facilities were required shall record a Declaration of Covenant that guarantees the County that the system will be properly maintained. Wording must be included in the covenant that will allow the County to inspect the system and perform the necessary maintenance in the event the system is not performing properly. This would be done only after notifying the owner and giving him a reasonable time to do the necessary work. Should County forces be required to do the work, the owner will be billed the maximum amount allowed by law.
15. Kitsap County will not be responsible for any damage to any private roads, tracts, and/or easement areas that may occur during routine maintenance activities and that in Kitsap County's judgment occur, in whole or in part, because of any construction materials or techniques, or any maintenance materials or techniques. This includes, but is not limited to, damage to pavement or vegetated areas of caused by maintenance trucks.
16. The impervious area per lot accounted for in the overall drainage facilities installed shall be indicated on the face of the final plat. Additional impervious surfaces created on an individual lot beyond the amount accounted for in the overall drainage facilities shall be mitigated in accordance with Kitsap County Code Title 12.
17. The following condition shall be added to the face of the Final Short Plat: If any proposed impervious area exceeds the allowable square footage as indicated hereon, then an engineered Site Development Activity Permit (SDAP) will be required for that lot.

**TRAFFIC/ROADS**

18. At Building Permit application, submit (KCPW Form 1601) for issuance of a Concurrency Certificate, as required by KCC Section 20.04.030 Transportation Concurrency.
19. All rights of access for adjoining properties currently in existence shall be preserved and documented on the face of the final plat. Any amendment to the existing easement rights of adjoining property owners shall be properly executed and recorded prior to final plat recording.
20. The property owners (within the short plat) shall be responsible for maintenance of all landscaping within the existing and proposed right-of-way including any structures other than roadway, storm drainage facilities, and traffic signage. Maintenance shall include, but not be limited to, mowing of lawn areas. A note to this effect shall appear on the face of the final plat map and accepted plans. In addition, Development Engineering reserves the right to require that covenants be recorded to address special maintenance requirements depending on final design.
21. Submit plans for construction of the road approach between the edge of existing pavement and the right-of-way line at all intersections with county rights-of-way. Approaches shall be designed in accordance with the Kitsap County Road Standards as established in Chapter 11.22 of the Kitsap County Code. Existing approaches may need to be improved to meet current standards.
22. The hammerhead shall be designed to accommodate SU design vehicle. The wheel path of the design vehicle shall remain within the paved area for all required movements.
23. Any work within the county right-of-way shall require a permit to perform work on the County right-of-way and possibly a maintenance or performance bond. This application to perform work in the right-of-way shall be submitted as part of the SDAP process. The need for and scope of bonding will be determined at that time.

**FIRE MARSHAL**

24. Three homes are proposed to use access road. A 20 foot unobstructed access road is required for dwellings here and after constructed on lots created by this land division. IFC 503 Amended by Kitsap County Code.
25. The minimum fire flow requirements for one and two family dwellings in subdivisions shall be 500 gallons per minute for thirty (30) minutes.

Preliminary approval of this Short Subdivision will automatically expire five (5) years from the date of this letter. However, upon written request to the Department of Community Development by the original applicant and the current owner(s) of the subject property, at least thirty (30) days prior to expiration, a six (6) month extension may be granted.

Preparation of the Final Short Plat shall be done in accordance with Kitsap County Code 16.48. All applicable conditions of preliminary approval must be addressed with the submittal of Final Short Subdivision application. Submittals that do not address all conditions will be considered incomplete and returned without review. All of the above relevant conditions and any/all building setbacks and buffers established as conditions of approval must appear on the Final Short Plat.

If you have any questions or comments regarding this letter, please feel free to contact **Peggy Bakalarski** for Survey matters; **Candace Mursell** for Stormwater and Traffic matters; **Jackie Blackwood** for Fire Marshal matters; all of whom can be reached at (360) 337-5777.

When you are ready to submit the Final Short Subdivision application, please call Kitsap 1 at (360) 337-5777 for a submittal appointment.

Please refer to our website at [www.kitsapgov.com/dcd/](http://www.kitsapgov.com/dcd/) for permit status information. This information is no longer available by e-mail or telephone. The current fee schedule and counter-complete submittal checklists can also be found at our website to assist with submittal of your Final Short Subdivision/ application.

Sincerely,



Scott Diener, Manager  
Development Services & Engineering  
Department of Community Development

Copy to: [J.B.bottem@embargmail.com](mailto:J.B.bottem@embargmail.com)  
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