



## 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 13, 2016

TO: Interested Parties and Parties of Record  
RE: Project Name: SS #7425 Lien  
Application: Short Subdivision  
Permit Number: 15 04698

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:

Kyran Lien: [ky.lien@yahoo.com](mailto:ky.lien@yahoo.com)

Contour Engineering: [adam.barnett@contourengineeringllc.com](mailto:adam.barnett@contourengineeringllc.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 13, 2016

Jeffrey L Rowe,  
CBO, CFM  
DEPUTY DIRECTOR

Kyran Lien  
PO Box 3994  
Silverdale, WA 98383

**RE: Short Subdivision # 7425  
Permit No. 15 04698  
Tax Account No. 4450-000-016-0603**

Dear Kyran:

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, received 12/02/2015 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.
3. All required permits shall be obtained prior to commencement of land clearing, construction and/or occupancy.

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'Year of the Rural'



4. The decision set forth herein is based upon representations made and exhibits contained in the project application (15 04698) Any change(s) or deviation(s) in such plans, proposals, or conditions of approval imposed shall be subject to further review and approval of the County and potentially the Hearing Examiner.
5. Include required setbacks for the Urban Restricted Zone on the Short Plat:
  - a.) Include required setbacks for the Urban Restricted Zone on the Short Plat.
  - b.) Maximum impervious surface coverage per lot is 50%.

**SURVEY**

1. 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.
2. A Final Short/Large Lot/Subdivision Plat shall be prepared by a licensed Land Surveyor in compliance with KCC Title 16.
3. A new Road Maintenance Agreement will be required for the access easement shown on the face of the plat. This may be in the form of a note on the face of the Final Plat that addresses ownership and maintenance responsibilities of the access easement and shall reference that it applies to further division of property (may refer to "Successors & Assigns" or say "Runs with the Land.")

**STORMWATER**

1. The information provided demonstrates this proposal is a Major Development as defined in Kitsap County Code Title 12, and as such will require a Site Development Activity Permit (SDAP) from Development Services and Engineering.
2. 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 Preliminary Short Subdivision application was deemed complete, December 2, 2015. 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.
3. 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, December 2, 2015.
4. The project proponent shall be responsible for installing any necessary off-site downstream drainage improvements (storm pipe crossing on NW 64th Street) .

Procurement of any permits or easements necessary to install off-site improvements shall be the responsibility of the project proponent.

5. All lots shall use individual on-site infiltration systems. Before the issuance of building permits and/or occupancy 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. Maintenance of these systems will be the responsibility of the homeowner.
6. The owner shall be responsible for maintenance of the storm drainage facilities for this development following construction. Prior to recording the Final Short Plat, 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.
7. 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 caused by maintenance trucks.
8. The parcel is located inside an Urban Growth Area and is allowed 5,000 square feet of new impervious surface area. The impervious area per lot accounted for in the overall drainage facilities installed shall be indicated on the face of the final short plat in a chart as shown below, along with the following conditions: If any proposed impervious surface area exceeds the allowable square footage as designated per the chart an engineered Site Development Activity Permit will be required for the lot.

|                                  |                    |          |
|----------------------------------|--------------------|----------|
| Total Site Area                  | 21,780 square feet |          |
| Allowed Impervious Area          | 5,000              |          |
| Less impervious road             |                    |          |
| Available Impervious Area, Lot A | Rooftop            | Driveway |
| Available Impervious Area, Lot B | Rooftop            | Driveway |

**TRAFFIC**

1. Submit an Application for Concurrency Test (KCPW Form 1601) as required by Chapter 20.04.030, Transportation Concurrency, of the Kitsap County Code. The KCPW 1601 form reserves road capacity for the project.
2. All rights of access for adjoining properties currently in existence shall be preserved and documented on the face of the final short plat. Any amendment to the existing easement rights of adjoining property owners shall be properly executed and recorded prior to recording the final short plat.
3. Sidewalk ramps shall conform to the current requirements of the Americans with Disabilities Act per WSDOT standard plans at the time of construction.
4. All lots shall access from interior roads only. This note shall appear on the face of the final plat map.
5. The property owners within the 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 the accepted construction plans. In addition, Development Services and Engineering reserves the right to require that covenants be recorded to address special maintenance requirements depending on final design.
6. 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.
7. Any required sidewalk shall be constructed prior to roadway paving. This note shall appear on the face of the final construction drawings.
8. 64th Street is a local access road. The frontage improvements shall allow for 11-foot travel lanes and 5-foot sidewalks.
9. Central Valley Road is an urban minor arterial. The frontage improvements shall allow for an 11-foot left turn lane, 14-foot travel lane, and 6-foot sidewalks.
10. The corner radii at 64th Street and Central Valley Road shall be 35 feet.
11. Any work within the County right-of-way shall require a Public Works permit 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 (or building permit if no SDAP is required). The need for and scope of bonding will be determined at that time.

**FIRE MARSHAL**

1. Fire sprinklers are required for this project due to the lack of hydrants in the immediate vicinity of the plat.

**WASTEWATER**

1. Kitsap County sanitary sewer is available for the project. Applicant needs to submit an "Application to Construct Sanitary Sewer Extension" to KCPW Sewer Utility Division.
2. Kitsap County sanitary sewer is available for the project. Applicant needs to submit a complete set of sewer plans, profiles, and specifications designed in accordance with KCPW Sewer Utility Division Standards and Regulations.

**SOLID WASTE**

1. The solid waste service provider, Waste Management (360) 674-3166, shall be contacted for information on implementing the service provider's solid waste/recycling storage requirements for the proposed activity. Indicate method of waste disposal on the final plans. Documentation shall be provided by the solid waste/recycling service provider that their requirements for this project have been met. The required information shall be submitted with the SDAP.

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; **Candy Mursell** for Stormwater and Traffic matters; **Jeff Smith** for Land Use matters; **Jackie Blackwood** for Fire Marshal matters; or **Michael Brooks** for Wastewater 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.

**Lien Preliminary Short Plat, Permit # 15 04698**

**June 7, 2016**

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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: **Contour Engineering LLC – PO Box 949 Gig Harbor, WA 98335**  
File