

Pre-Construction Process – Kitsap County Code

Below is a brief discussion generated by Kitsap County Code (KCC), describing the process a development will go through before construction commences onsite.

Preliminary plat planning

Planning is the first phase, beginning with the Preliminary Plat for the development. The preliminary plat looks at what is allowed by code and potential impacts that will result from development, such as stormwater, traffic, impact to neighbors, etc. It is purely a planning phase; construction does not commence until the review of a complete plan for the development. The applicant must provide a preliminary conceptual plan for addressing things such as stormwater runoff and management. This preliminary approval process includes a public meeting with the Hearing Examiner for interested parties to speak or provide written comments before the project is approved. These comments are taken into consideration by both the staff and the Hearing Examiner when issuing a decision for the project. Any approval comes with Conditions of Approval, which mandate what must be addressed before a project moves forward. The conditions cover frontage improvements, stormwater systems, logging, traffic impacts, etc.

Site Development Activity Permit (SDAP) review

After the preliminary plat approval, an SDAP application follows. The SDAP is the permit that puts all the conditions mentioned in the preliminary plat into the design and construction phase. The SDAP design looks at a project's physical construction aspects and identifies how stormwater is maintained, along with road designs, sidewalks, sewers, utilities, etc. A team of reviewers checks this plan to ensure that the facility abides by the Kitsap County Code requirements. While changing topography, flow characteristics, etc., The developer is expected to mitigate any additional impacts they create, such as stormwater runoff. The engineer must plan to retain stormwater onsite and release it at a rate equivalent to the pre-European settlement condition. Essentially, they must calculate the difference between how much water the site generated when fully treed and how much it will generate when fully developed (streets, homes, lawns, etc.) and retain onsite the difference in flows, releasing only the amount of water calculated to leave the site in the pre-European condition.

SDAP construction

In this phase, the plan above takes action. During construction, there is a responsibility to protect all downstream neighbors and ensure that flows from the site are mitigated onsite. This often results in silt fences protecting the downward edges of slopes and temporary ponds onsite while construction occurs and the new storm facilities are constructed. The final designed system is put online as construction ends, and the temporary systems are removed. The final product is a plat that mitigates the impacts it creates per KCC.