



## Notice of Administrative Decision

**Date:** 11/05/18

**To:** LVR Properties, 3121 Chico Way NW, Bremerton WA  
Steve Ottmar, AES Consultants, [aes@bainbridge.net](mailto:aes@bainbridge.net)  
Interested Parties and Parties of Record

**RE:** **Permit Number:** 18-00622  
**Project Name:** SS #7437 LVR Preliminary Short Plat  
**Type of Application:** Preliminary Short Plat

**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: <https://www.cognitoforms.com/KitsapCounty1/AppealObjectionOfAnAdministrativeDecision>.

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 [help@kitsap1.com](mailto:help@kitsap1.com) 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:** Engineer: Michael Wnek, [mike@wnekeng.com](mailto:mike@wnekeng.com)  
Interested Parties:  
Robert B & Susie B Meria, P.O. Box 776 Tracyton, WA  
Kitsap County Health District, MS-30  
Kitsap County Public Works Dept., MS-26  
DCD Staff Planner: Peggy Bakalarski  
DCD File #18-00622



## Kitsap County Department of Community Development

November 1, 2018

LVR Properties LLC  
3121 Chico way NW  
Bremerton, WA 98312

RE: Short Subdivision # 7437  
Permit No. 18-00622  
Tax Account No. 022401-1-105-2007

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, received 02/28/2018 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. The names of the roads in this land segregation shall be approved by Community Development prior to final subdivision approval.
4. All required permits shall be obtained prior to commencement of land clearing, construction and/or occupancy.
5. The decision set forth herein is based upon representations made and exhibits contained in the project application 18-00622. 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.
6. The authorization granted herein is subject to all applicable federal, state, and local laws,

regulations, and ordinances. Compliance with such laws, regulations, and ordinances is a condition to the approvals granted and is a continuing requirement of such approvals. By accepting this/these approvals, the applicant represents that the development and activities allowed will comply with such laws, regulations, and ordinances. If, during the term of the approval granted, the development and activities permitted do not comply with such laws, regulations, or ordinances, the applicant agrees to promptly bring such development or activities into compliance.

7. The set aside parking spaces shall be 9 feet by 20 feet and marked accordingly on the SDAP.
8. The set aside parking spaces shall be striped.
9. The parking spaces required for Lot A shall be 9 feet by 20 feet and marked accordingly on the SDAP.
10. In the SDAP narrative indicate if mailboxes will be clustered. If so, specify the location on the SDAP. Sidewalks shall be widened to meet required horizontal and vertical clear zones, refer to KCC 16.24.040(C)(1)(d).
11. A final landscape plan that complies with Kitsap County Code (KCC) 17.500 shall be submitted with the SDAP and include the following:
  - a. Street trees shall be located within the project boundaries and outside of the county rights-of-way (ROW) unless you obtain and submit written approval from Kitsap County Public Works to locate the trees within the ROW.
  - b. Modify landscape note 5 to read as follows: "All planting beds shall receive a minimum of two inches bark mulch". Refer to KCC 17.500.020(F)(3).
  - c. Modify landscape note 8 to read as follows: "Plant quantities per spacing requirements take precedence over number of plant symbols shown on plan".
  - d. Submit an irrigation plan that complies with KCC 17.500.020(K) and 17.500.030(l).

### **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 Road Maintenance Agreement will be required for the access easements 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, or in the form of a Road Maintenance Agreement document to be recorded separately and referenced on the face of the Final Plat.

### **STORMWATER**

1. Construction plans and profiles for all roads, storm drainage facilities and appurtenances prepared by the developer's engineer shall be submitted to Kitsap County for review and acceptance. No construction shall be started prior to said plan acceptance.

2. Approval of the preliminary plat shall not be construed to mean approval of the total number of lots or configuration of the lots and tracts. These parameters may be required to be revised for the final design to meet all requirements of Kitsap County Code Titles 11 and 12.
3. The information provided demonstrates this proposal is a Large Project as defined in Kitsap County Code Title 12, and as such will require a Site Development Activity Permit (SDAP) from Development Services and Engineering that demonstrates a design meeting Minimum Requirements #1-9 of the Kitsap County Stormwater Design Manual.
4. 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, February 28, 2018. 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.
5. Prior to recording the Final Plat, soil amendment is required over all disturbed areas within Tracts that are not covered by hard surface; provided, that in the event completion of a Recreational Tract has been bonded, soil amendment shall be completed prior to expiration of the bond covering that work.
6. The following condition shall be added to the face of the Final Plat: At the time of submittal of a building permit for any lot within this plat, soil amendment is required for all disturbed areas not covered by hard surface.
7. The Washington State Department of Ecology (Ecology) may require registration of the infiltration trench as a Underground Injection Control (UIC) well in accordance with the Underground Injection Control Program (Chapter 173-218 WAC). The applicant shall contact Ecology to determine if the facility is regulated under the UIC program.
8. The design of the infiltration facilities will be accordance with Volume II, Chapter 5 of the Kitsap County Stormwater Design Manual.
9. The infiltration facilities shall remain off line until the drainage areas are stabilized and the water quality treatment facility is adequately established. Temporary erosion and sedimentation ponds shall not be located over infiltration facilities. In addition, retention ponds shall not be utilized as temporary erosion and sedimentation control ponds.
10. 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 and Engineering.
11. Before SDAP acceptance, the applicant shall submit a set of drawings to the City of Bremerton for review. The applicant shall notify Development Services and Engineering in writing when the plans have been submitted to the City. Development Services and Engineering shall coordinate with the City to determine if the City has any comments to the submittal.
12. The owner shall be responsible for maintenance of the storm drainage facilities for this development following construction. Before issuance of Occupancy Permits 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.

13. The impervious area per lot accounted for in the overall drainage facilities installed shall be indicated on the face of the final plat, along with the following condition: 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.
14. If the project proposal is modified from that shown on the submitted site plan dated July 12, 2018, Development Services and Engineering will require additional review and potentially new conditions.

### **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. The following note shall appear on the face of the final plat map: All interior roads shall remain private.
3. All traffic control devices on public and private roads shall comply with the Manual on Uniform Traffic Control Devices as amended by the Washington Administrative Code. This is in accordance with 23 Code of Federal Regulations (CFR), Part 655.
4. 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 **SDAP acceptance**.
5. Sidewalk ramps shall conform to the current requirements of the Americans with Disabilities Act per WSDOT standard plans at the time of construction.
6. All lots shall access from interior roads only. This note shall appear on the face of the final plat map.
7. 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.
8. Frontage improvements are required along the interior access road and shall consist of two 10-foot travel lanes, with vertical curb, gutter and 5-foot wide sidewalk along the east side of the road.
9. Frontage improvements, consisting of a 14-foot travel lane with vertical curb, gutter and 5-foot wide sidewalk, are required along the entire property frontage along Riddell Road.
10. Provide surveyed cross-sections at 50-foot intervals along the parcel frontage on Riddell

Road. The cross-sections should show existing and proposed pavement, shoulders, ditches and slopes. The cross-sections should also depict centerline of pavement and right-of-way, the right-of-way lines, and easements.

11. 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.
12. Any required sidewalk shall be constructed prior to roadway paving. This note shall appear on the face of the final construction drawings.
13. The developer's engineer shall certify that there is adequate entering sight distance at the intersection of the plat access road and Riddell Road. Such certification shall note the minimum required sight distance, the actual sight distance provided, and a sight distance diagram showing the intersection geometry drawn to scale, topographic and landscaping features, and the sight triangle. The sight distance shall meet the requirements of the Kitsap County Road Standards. The certification shall also note necessary measures to correct and maintain the minimum sight triangle.
14. All work, equipment and materials for traffic signal and street lighting installations shall meet and be in compliance with all requirements of the Kitsap County Road Standards, Project Contract Provisions of Plans and Specifications accepted for construction by Kitsap County, MUTCD Manual on Uniform Traffic Control Devices, NEMA National Electrical Manufacturer's Association, NEC National Electrical Code, WSDOT Standard Specifications and Standard Plans, and the Occupational Safety and Health Administration (OSHA).
15. Prior to completion of the required Site Development Activity Permit with the Department of Community Development, the Applicant shall apply for and satisfy all conditions of a Right-of-Way Permit through the Department of Public Works for any and all work performed in the county Right-of-Way associated with this project. Apart from the Site Development Activity Permit (SDAP), the Right of Way permit may require extra work to comply with current Washington State Department of Transportation or Kitsap County Road Standards. You may contact Kitsap County Public Works, Right-of-Way Division at (360) 337-5777 to obtain a Right-of-Way permit.

#### **SOLID WASTE/OTHER**

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.
2. This project includes the construction of rock walls or other retaining facilities that either exceed four feet in height or sustain a surcharge. A separate building permit with an engineered design is required for such walls. This note shall be placed on the face of the final construction drawings
3. Rock and retaining walls shall meet all applicable setback requirements of Volume II, Chapter 9 of the Kitsap County Stormwater Drainage Manual.

#### **FIRE MARSHAL**

1. 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.

2. Fire flow required. Please indicate fire hydrant location upon submittal of final plat.
3. If fire flow cannot be met, please add the following note to the face of the plat:  
"Automatic fire sprinklers, as approved by the Kitsap County Fire Marshal, shall be installed throughout homes here and after constructed on lots created by this land division".
4. The minimum fire flow requirements for one and two-family dwellings in subdivisions shall be 500 gallons per minute for thirty (30) minutes.
5. For Group R-3 and U occupancies, the distance requirement shall be 600 feet for fire hydrants. IFC 507.5.
6. Fire apparatus access roads are required and must be maintained. Any proposed revision to these roads must be submitted to, reviewed and approved by the Kitsap County Fire Marshal's Office. IFC 503 Amended by Kitsap County. Access roads shall comply with the following:
  - a) Unobstructed width of 20 feet and height of 13 feet 6 inches.
  - b) Shall be designed and maintained to support a 60,000-pound fire apparatus and be provided with an all-weather driving surface.
  - c) Dead end access roads exceeding 150 feet in length shall be provided with an approved turnaround.
  - d) Access roads shall extend to within 150 feet of all portions of the exterior walls of the first story of the structure as measured by an approved route around the exterior of the structure or facility.
  - e) Road shall not be more than 12% grade.

#### **HEALTH DISTRICT**

1. KPHD requires binding sanitary sewer agreement or developers bond to extend sewer to plat.

#### **WASTEWATER**

1. Sewer Availability Agreement account(s) must be kept current and in good standing through permit approval date.
2. Kitsap County sanitary sewer is available for the project. Applicant needs to submit an "Application to Construct Sanitary Sewer."
3. 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 Kitsap County Public Works - Sewer Utility Division Standards and Regulations.

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 Vickery** for Stormwater and Traffic matters; **Meg Sands** for Land Use matters; **Greg Gentile** for Fire Marshal matters; or **Michael Brooks** for Wastewater matters, all of whom can be reached at (360) 337-5777. Please contact **Kerrie Yanda** for Health District matters at (360) 337-5285.

Sincerely,



11/01/2018

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Peggy Bakalarski, Project Lead

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Date

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Cc: AES Consultants – [AES@bainbridge.net](mailto:AES@bainbridge.net)  
Interested party– **Robert & Susie Meria –1540 NW Vermont Ct. Bremerton WA 98311**