



Administrative Staff Report

Report Date: August 21, 2019

Application Submittal Date: May 10, 2018

Application Complete Date: August 27, 2019

Project Name: Payseno Lane Apartments - A 29 Unit Apartment Site

Type of Application: Administrative Conditional Use Permit

Permit Number: 18-02321

Project Location

1775 Payseno LN SE
Port Orchard, WA 98366
Commissioner District 2

Assessor's Account

312402-2-002-2003

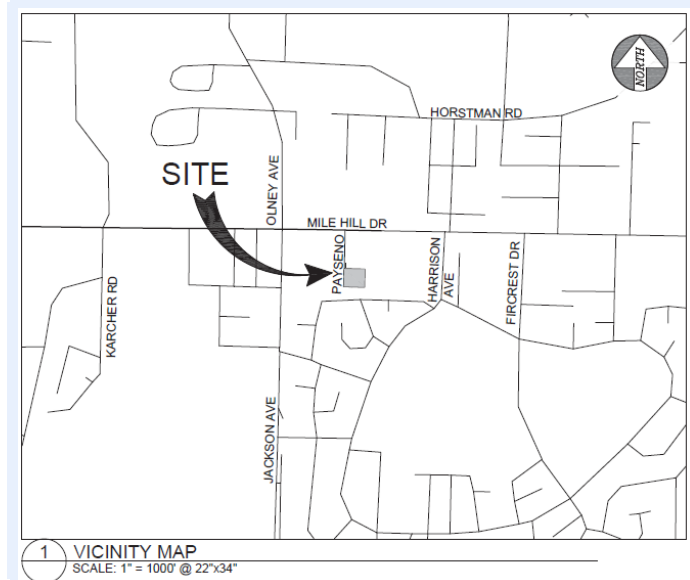
Applicant/Owner of Record

Dave and Tammy Burk
7583 Clover Valley Rd. SE
Port Orchard WA, 98367-7883

Decision Summary

Approved subject to conditions listed under section 13 of this report.

VICINITY MAP



1. Background

The request is for a 29-unit complex, constructing two multi-story buildings with a total floor area of 25,000 square feet. The proposal includes 60 off-street parking spaces and to retain storm drainage onsite via porous pavement and infiltration trenches. Over 26% of the site will be landscaped and include a 10-foot landscape buffer to screen the site from the adjacent residential properties to the south and east.

2. Project Request

Dave and Tammy Burk are requesting approval of an Administrative Conditional Use Permit to construct a 29-unit multi-family apartment complex.

3. SEPA (State Environmental Policy Act)

The State Environmental Policy Act (SEPA), found in Chapter 43.21C RCW (Revised Code of Washington), is a state law that requires the County to conduct an environmental impact review of any action that might have a significant, adverse impact on the environment. The

review includes the completion of an Environmental Checklist by the applicant and a review of that checklist by the County. If it is determined that there will be environmental impacts, conditions are imposed upon the applicant to mitigate those impacts below the threshold of "major" environmental impacts. If the impacts cannot be mitigated, an environmental impact statement (EIS) must be prepared. The decision following environmental review, which may result in a Determination of Nonsignificance (DNS), Mitigated DNS, or the necessity for an EIS is called a threshold determination. A separate notice of the threshold determination is given by the County. If it is not appealed, it becomes part of the hearing record as it was issued, since it cannot be changed by the Hearing Examiner.

Pursuant to WAC 197-11-355, the optional DNS process was utilized for this project. The SEPA Comment period previously occurred concurrent with the Notice of Application dated September 06, 2018. A Mitigated Determination of Nonsignificance (MDNS) was issued on August 02, 2019. SEPA noted the following information/SEPA mitigation conditions have been imposed and are listed under conditions 32-48 at the end of this report:

COMMENTS:

The SEPA comment period previously occurred concurrent with the Notice of Application dated September 6, 2018. There were several public comments received by a concerned citizen, City of Port Orchard and Kitsap Transit regarding traffic impacts and providing multi-modal access along the frontage of SE Mile Hill Drive and up Payseno Lane SE to the project. The City had concerns with the existing pedestrian access along SE Mile Hill Drive was not consistent with the American Disability Act (ADA). Kitsap Transit has a route along SE Mile Hill Drive providing service to the foot ferry and Southworth Ferry. Kitsap Transit's main concern was safety of pedestrians crossing Mile Hill Drive. Washington State Department of Transportation (WSDOT) has a plan for road improvements to the SE Mile Hill Drive adjacent corridor.

CONDITIONS:

1. The proposal will be conditioned for stormwater controls for water quantity and quality, pursuant to KCC Title 12 Stormwater Management and requirements under KCC 19.400 Geologic Hazardous Areas, Critical Areas Code. Improvements to be constructed within the City of Port Orchard shall be designed, reviewed, and permitted in accordance with City of Port Orchard standards.
2. The applicant has proposed frontage improvements along a small portion of Mile Hill Drive to address City of Port Orchard concerns. The project has been conditioned to be consistent with the City's Complete Street standard and shall be compliant with the ADA requirements regarding the improvements along the frontage of 3200 SE Mile Hill Drive (Parcel #312402-2-011-2002). This includes full frontage improvements that would include curb, gutter and a 6-foot sidewalk.

3. Also consistent with ADA requirements, the applicant will be required to construct curb, gutter and a 6-foot sidewalk with a 6-foot landscape strip and street lighting along one side of Payseno Lane SE from the project site to SE Mile Hill Drive.
4. All frontage improvements will be coordinated with the WSDOT plan and completed with the development of the multifamily project.
5. A center turn lane shall be provided to allow full turning movements at Mile Hill Drive and Payseno Lane. Or, the design of the Payseno Lane improvements shall include measures to prevent left turns both from and into Payseno Lane such as a raised median or center solid stripe, and right-in-right-out “pork chop” at Payseno and Mile Hill Drive.
6. All work within City rights-of-way will require appropriate permits from the City and a condition that prior to requesting a final inspection on the Payseno Lane Apartments SDAP, the applicant provides documentation from the City that the street improvements have been satisfactorily completed.

The SEPA appeal period expired August 16, 2019. No appeals were filed; therefore, the SEPA determination is final.

4. Physical Characteristics

The subject property is undeveloped, 1.06 acres in size, and square shaped. The project site is hilly with engineer documenting slopes upwards of 65%. The site is vegetated primarily with low-laying vegetation such as brush and grass. The Kitsap County resource maps identify the property with areas of Moderate and High Geologic Hazard. The applicant has submitted a geotechnical report with the request to develop the site.

Table 1 - Comprehensive Plan Designation and Zoning

Comprehensive Plan: Urban High Intensity Commercial Zone: Commercial	Standard	Proposed
Minimum Density	10 (0.921 acres of net developable acreage x 10 = 1.3 or 1 required units)	29
Maximum Density	30 (1.063 acres x 30 = 31.95 or 32 maximum units)	
Minimum Lot Size	NA	NA
Maximum Lot Size	NA	NA
Minimum Lot Width	NA	NA
Minimum Lot Depth	NA	NA
Maximum Height	35 feet	3 stories, <35 feet

Maximum Impervious Surface Coverage	85%	~34,600 or 75%
Maximum Lot Coverage	NA	NA

Applicable footnotes: N/A

Staff Comment: N/A

Table 2 - Setback for Zoning District

	Standard	Proposed
Front (West)	20 feet	7 feet (driveway) 20 feet (proposed buildings - garages to property line)
Side(North)	10-feet	7 feet (driveway) 20 feet (proposed buildings -garages to property line)
Side (East)	10-feet	9.19 feet parking, 10.54 feet building
Rear (South)	10 feet (20 feet when abutting residential zone)	20 feet building

Table 3 - Surrounding Land Use and Zoning

Surrounding Property	Land Use	Zoning
North	Currently undeveloped.	City (Commercial Mixed-Use [CMU])
South	Single-family residence	Urban Low Residential (UL)
East	Single-family residences	Commercial (CO)
West	Single-family residences	Commercial (CO)

Table 4 - Public Utilities and Services

	Provider
Water	West Sound Utility
Power	Puget Sound Energy
Sewer	West Sound Utility
Police	Kitsap County Sheriff
Fire	South Kitsap Fire & Rescue
School	South Kitsap School District #400

5. Access

The multi-family development is proposed to receive vehicular access to the site from across a 30-foot utility and access easement to Payseno Lane SE, which is City of Port Orchard maintained rights-of-way to an intersection on State Highway-166. The Kitsap

County Federal Functional Classification map designates adjacent road segments of State Highway 166/Mile Hill Drive and Jackson Avenue SE as minor arterials. Payseno Lane has a functional classification as a local access road.

Site Design

The Administrative Conditional Use Permit was reviewed for consistency 17.420.030 Design Standards. The standards include land scaping, screening, exterior lighting, access, off-street parking, and solid waste enclosures. The Design standards in the staff report are discussed below.

6. Policies and Regulations Applicable to the Subject Proposal

The Growth Management Act of the State of Washington, RCW 36.70A, requires that the County adopt a Comprehensive Plan, and then implement that plan by adopting development regulations. The development regulations must be consistent with the Comprehensive Plan. The Comprehensive Plan process includes public involvement as required by law, so that those who are impacted by development regulations have an opportunity to help shape the Comprehensive Plan which is then used to prepare development regulations.

Kitsap County Comprehensive Plan, adopted June 30, 2016

The following Comprehensive Plan goals and policies are most relevant to this application:

Land Use Element

Land Use Goal 1

Focus current and future planning on infill and redevelopment of existing Urban Growth Areas.

Land Use Policy 2

Support innovative, high quality infill development and redevelopment in existing developed areas within the Urban Growth Areas.

Land Use Policy 17

Support compact commercial areas in order to encourage pedestrian and non-motorized travel and transit use.

Transportation Element

Transportation Goal 1

Provide a safe and reliable multi-modal transportation system for people of all ages and abilities.

Transportation Policy 3

Continue to require sidewalks on roads when development occurs within Urban Growth Areas.

Transportation Goal 9

Develop a system of non-motorized transportation facilities that are constructed primarily within the right-of-way of existing and proposed public streets or roads.

Transportation Policy 36

Maximize the opportunity for non-motorized travel, including development of corridors that are safe for all ages.

The County's development regulations are contained within the Kitsap County Code. The following development regulations are most relevant to this application:

Code Reference	Subject
Title 12	Storm Water Drainage
Title 13	Water and Sewers
Title 14	Buildings and Construction
Title 17	Zoning
Chapter 18.04	State Environmental Policy Act (SEPA)
Chapter 20.04	Transportation Facilities Concurrency Ordinance
Chapter 21.04	Land Use and Development Procedures

7. Documents Consulted in the Analysis

<u>Applicant Submittals</u>	<u>Dated or date stamped</u>
Administrative CUP Application	May 10, 2019
Supplemental Application	May 10, 2019
Environmental (SEPA) Checklist	May 5, 2019
Plans-Engineered Drainage	June 10, 2019
Report-Engineered Drainage	June 12, 2019
Site Plan	June 10, 2019
Project Narrative	May 5, 2019
<u>Staff Communication</u>	<u>Dated</u>
Dev. Services & Engineering Memorandum	June 29, 2019
SEPA Determination	August 2, 2019

8. Public Outreach and Comments

Pursuant to KCC Title 21, Land Use and Development Procedures, the Department gave proper public notice 800 feet around the subject property for the Administrative Conditional Use Permit. The Department received a request for interested party status from Duane Swan and received written comments on the proposal from the City of Port Orchard and Kitsap Transit.

Issue Ref. No.	Summary of Concern (See corresponding responses in the next table)		Comment Letter Exhibit Reference No.
1	Sidewalks and pedestrian safety are concerns for the community. Pedestrians will need to walk from this development to Jackson Avenue and cross SR-166/SE Mile Hill Drive.		
Issue Ref. No.	Issue	Staff Response	
1	Pedestrian Safety	<p>Concerns regarding pedestrian safety have been evaluated through compliance with applicable Kitsap County Transportation policies, KCC; 17.420.030.E; City of Port Orchard comments, and through a SEPA mitigation conditions.</p> <p>Sidewalks and pathways are implemented throughout the development to facilitate pedestrian access and safety. Pedestrian improvements along the project frontage of Payseno Lane. Additionally, an ADA compliant pedestrian walkway will be constructed westward connecting the proposed sidewalk along the self-storage facility road frontage on SR/166/SE Mile Hill Driver/SR-166 to the signaled intersection at State Highway 166/SE Mile Hill Drive.</p>	

9. Analysis

a. Planning/Zoning

Dave and Tammy Burk, the applicants are requesting land use approval to construct a 29-unit complex on vacant commercial zoned land. The development will consist of two multi-story buildings with a total floor area of 25,000 square feet. Per KCC 17.410.044 #120, Zoning Use Table, the proposed apartment complex is permitted, but required to be conditionally reviewed through an Administrative Conditional Use Permit through 17.420.030 Design Standards. The project is required to be consistent with standards for landscaping, screening, density, exterior lighting, vehicular access, parking, and solid waste guidelines. Pursuant to the KCC 17.420.054 Dimensions Table, the development density is required to fall within the range of 10 to 30 dwelling units per acre. The project potential gross density is 31.95 dwelling units per acre. The project density is based on adjusted project density of 27.3 dwellings per acre. Per KCC 17.420.030 Design Standards, the project was reviewed for the following applicable requirements below.

b. Lighting

Urban multi-family developments generally include illumination of internal roadways for security. If artificial outdoor lighting is necessary, the lighting should be arranged so that light is fully shielded from the side view, directed downward, and away from adjacent single-family residential properties to the south.

c. Off-Street Parking

The project is required to provide adequate off-street parking consistent with the standards in KCC Chapter 17.490 Off-street Parking and Loading. Pursuant to KCC 17.490.030 Number of required spaces, the project is required to provide parking for multi-family at a ratio is 1.5-spaces per unit and 0.5 per unit of overflow and set-aside parking. Pursuant KCC 17.490.020.F Parking in Required Front, Side, Rear Yards or Setbacks parking and loading (vehicle maneuvering areas) are prohibited from being located within the setback areas.

Parking Lot Landscaping: The multi-family development will be required to be consistent standards in KCC 17.490.040 Off-street parking lot design. The project will require 25 square feet per parking space. One street is required at the end of each parking row.

Staff Comments: With the Site Development Activity Permit the applicant shall submit revised landscaping plan with parking lot landscaping, consistent with 17.490.040 and 17.700. The applicant is proposing garage parking for 14-spaces of the total spaces which is permitted within the Commercial zone.

Table 5 - Parking Table

Use Identified in 17.490.030	Standard	Required Spaces	Proposed Spaces/Existing Spaces
Multifamily (Apartments) 29 units	1.5 per unit + 0.5 per unit on street or set aside	44 + 15 on-street or set aside = 59	46 + 14 on-street or set aside = 60
Total		59	60

d. Recreation facility

A typical multi-family development within the Urban Medium and Urban High Residential zones is reviewed for consistency with KCC 17.470 Multi-family Development -Design Standards, for grading, landscaping, play yards, bus stops, lighting, signage, etc. The property is zoned Commercial and the above design standards are not applicable. It is not required but encouraged to review the multi-family design standards to include project elements. The applicant is proposing approximately a 2,000 square foot recreational common grass area with picnic table consistent with the design standards.

e. Signage

The applicant is required to apply for sign permits in accordance KCC Section 17.510 Signs. Typically, applicant with similar multi-family projects apply for a free-standing monument sign usually located at the entrance. For the Commercial zone, the maximum sign height is 12 feet, with 15-foot maximum width, and no more than 100 square feet per sign face.

Staff Comment: If signs are proposed, they shall not affect the sight distance and shall be consistent with the sign code above.

f. Landscaping

Land Use proposals are required to be consistent with KCC 17.500 Landscaping with 15% in landscaping. Consistent with KCC 17.420.030.B.1, screening buffer is required along the southern property line against the Urban Low zone per KCC 17.500 Landscaping. The Commercial zone along the east property line and along the north property line (City CMU zone) requires a separation buffer consisting of evergreen trees or a combination of approximately 60% evergreen trees and 40% deciduous trees.

Staff Comments: The proposal is generally consistent with the intent for required screening between the Commercial and Urban Low Residential zones. In addition, pursuant to KCC 17.500.027.A, an adequate screening is required along the entire southern property boundary, and a sight-obscuring fence or equivalent screening shall be provided until the screening buffer plants reach maturity.

Table 6 - Landscaping Table

	Required	Proposed
Required Landscaping (Sq. Ft) 15% of Site	6,956 square feet (15%)	12,086 square feet (26%)
Required Buffer(s) 17.500.025		
North	Separation Buffer	Separation Buffer
South	Screening Buffer	Screening Buffer
East	Separation Buffer	Separation Buffer
West	Roadside and Setback Buffer	Setback/Roadside Buffer
Street Trees	Yes	Payseno Lane

g. Frontage Improvements

The County and the City have reviewed the proposal and determined that offsite improvements are required to promote pedestrian safety along Payseno Lane SE, and a portion of SE Mile Hill Drive. Payseno Lane SE is City of Port Orchard right-of-way and SE Mile Hill Drive (SR-166) is managed by the Washington State Department of Transportation. Consistent with accessibility standards, the applicant has agreed to construct half-street frontage improvements (curb gutter, landscape strip, streetlights, street trees and 6-foot sidewalk) along the east side of Payseno Lane SE consistent with Port Orchard Complete Streets standards within the city limits. Development Services and Engineering has issued conditions of preliminary approval for roadway frontage improvements on June 29, 2019.

Staff Comments: Consistent with Land Use Element goals and policies and Transportation goals and policies the applicant is proposing to construct sidewalks promoting multi-modal access.

h. Design Districts/Requirements

N/A

i. Development Engineering/Stormwater

Storm drainage water quantity mitigation is proposed via infiltration trenches and permeable pavement; water quality mitigation is proposed via a stormwater filter system used to treat runoff from non-permeable pavement areas. Development Services and Engineering has issued conditions of preliminary approval for storm drainage on June 29, 2019.

j. Environmental

The proposal was reviewed for consistency with KCC 19.400 Geologic Hazardous Areas, Critical Areas Code. At the time of the Site Development Activity Permit the applicant will be required to submit a final geologic report to address excavation and construction on the steep slopes.

k. Access, Traffic and Roads

The request for access was reviewed by Kitsap County and coordinated with the City of Port Orchard. The additional vehicle trips generated by the project is not expected impact the area local road network. However, the developer will be required to make safety improvements at the intersection of Payseno Lane SE and SE Mile Hill Drive to prevent left turns from SE Mile Hill Drive to Payseno Lane SE. These improvements will be required by the City and the State. Development Services and Engineering has issued conditions of preliminary approval for traffic on June 29, 2019.

Staff Comments: The project proposal was conditioned to mitigate potential traffic impacts, to provide a pedestrian connection/multi-model access from Payseno Lane to Mile Hill Drive to Kitsap Transit stop and to pedestrian access to the intersection of

Jackson Road. The City of Port Orchard has requested frontage improvements on the east side of city maintained Payseno Lane, consistent with adopted city road standards.

I. Fire Safety

The Kitsap County Fire Marshal's Office has reviewed the proposed multi-family development and conditioned the project to require: 20-foot wide all-weather fire apparatus access at a gradient not to exceed 12%, fire hydrant location, and fire sprinklers.

m. Solid Waste

Per the Design Standards, the development is required to construct a solid waste enclosure that includes a dumpster of sufficient size for the number of units and area for recycling. The County will require concurrence from Waste Management of Kitsap County to confirm request for size and location. Development Services and Engineering has issued conditions of preliminary approval for solid waste on June 28, 2019.

n. Water/Sewer

The project is located within the retail water and sewer service area for West Sound Utility District will provide service potable water and wastewater. The District has issued non-binding letters of availability for sewer and water.

o. Kitsap Public Health District

The Kitsap Public Health District has reviewed the proposal and recommends preliminary approval. The Health District will require a Sewer Clearance Permit with the Building Permits.

10. Review Authority

The Director has review authority for this Administrative Conditional Use Permit application under KCC, Sections 17.540.020 and 21.04.100. The Kitsap County Commissioners have determined that this application requires review and approval of the Director. The Director may approve, approve with conditions, or deny an Administrative Conditional Use Permit.

11. Findings

1. The proposal is consistent with the Comprehensive Plan.

Staff Comments: The proposed land use is consistent with the Kitsap County Comprehensive Plan goals and policies and the Kitsap County Code.

2. The proposal complies or will comply with requirements of KCC Title 17 and complies with or will comply with all other applicable provisions of Kitsap County Code and all other applicable regulations, including all applicable development standards and design guidelines, through the imposed conditions outlined in this report.

3. The proposal is not materially detrimental to existing or future uses or property in the immediate vicinity.

Staff Comment: The County coordinated with the City of Port Orchard during the land use review process to ensure the project will not be materially detrimental. The apartment complex was conditioned to mitigate potential impacts associated with pedestrian and vehicular access in the vicinity.

4. The proposal is compatible with and incorporates specific features, conditions, or revisions that ensure it responds appropriately to the existing character, appearance, quality or development, and physical characteristics of the subject property and the immediate vicinity.

Staff Comment: As proposed, the project will be compatible with the Commercial zoning, and physical characteristics of the development site.

12. Decision

Based upon the analysis above and the decision criteria found in KCC 17.540.040.A, the Department of Community Development recommends that the Administrative Conditional Use Permit request for the Payseno Lane Apartments be **approved**, subject to the following 59 conditions:

a. Planning/Zoning

1. All required permits shall be obtained prior to commencement of land clearing, construction and/or occupancy.
2. A Final Landscape Plan will be required to be submitted consistent with KCC 17.500 Landscaping at the time of civil plan review for the Site Development Activity Permit per KCC 12 Storm Drainage.
3. The Landscaping Plan shall depict a screening buffer along the south property line and separation buffers on the east and north sides of the project boundary.
4. Landscaping shall be maintained in conformance with the requirements of Kitsap County Code (KCC) 17.500 Landscaping.
5. All signage design and locations (including exempt signs) shall comply with KCC 17.510 and be reviewed and approved by the Department of Community Development prior to installation. Signage will require a separate permit.
6. Land use approval is limited to the uses proposed by the applicant on the approved site plan and the SEPA Environmental Checklist. Any modifications or expansion of

the project will be subject to further review pursuant to the requirements of the appropriate sections of the Kitsap County Code.

7. This Administrative Conditional Use Permit approval shall automatically become void if no development permit application is accepted as complete by the Department of Community Development within three years of the Notice of Decision date or the resolution of any appeals.
8. 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.
9. The recipient of any Administrative Conditional Use Permit shall file a Notice of Land Use Binder with the County Auditor prior to any of the following: initiation of any further site work, issuance of any development/construction permits by the County, or occupancy/use of the subject property or buildings thereon for the use or activity authorized. The Notice of Land Use Binder shall serve both as an acknowledgment of an agreement to abide by the terms and conditions of the administrative conditional use permit and as a notice to prospective purchasers of the existence of the permit. The Binder shall be prepared by the Department and recorded at the applicant's expense. The Binder shall be recorded within 30 days of notification from the Department that the Binder is ready to be recorded.

Development Engineering

10. 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.
11. 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), that demonstrates compliance with Minimum Requirements #1-9 of the Kitsap County Stormwater Design Manual, from Development Services and Engineering.
12. 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 Administrative Conditional Use Permit application was deemed

- complete, August 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.
13. Any project that includes offsite 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 Administrative Conditional Use Permit application was deemed complete, August 28, 2018. All improvements within the City of Port Orchard right-of-way shall be designed and constructed in accordance with the City's adopted standards in place at the time of application for a City Stormwater Drainage and Land Disturbing Activity Permit.
 14. The site plan indicates that greater than 1 acre will be disturbed during construction. This threshold requires a National Pollutant Discharge Elimination System (NPDES) Stormwater Construction permit from the State Department of Ecology. More information about this permit can be found at: <http://www.ecy.wa.gov/programs/wq/stormwater/construction/> or by calling Josh Klimek at 360-407-7451, email joshklimek@ecy.wa.gov. This permit is required prior to issuance of the SDAP.
 15. The Washington State Department of Ecology (Ecology) may require registration of the infiltration trench as an 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.
 16. If a significant quantity of grading material will be exported from the site, prior to issuing the SDAP an approved fill site(s) must be identified. Any fill site receiving more than 150 cubic yards of material must obtain an SDAP (or other applicable permit if fill is to be placed in another jurisdiction). Fill sites receiving 5,000 cubic yards or more must have an engineered SDAP.
 17. If a significant quantity of grading material will be imported/exported to/from the site (typically this means five or more trucks leaving the site per hour), a vehicle wheel wash must be included as an element of the siltation erosion control plan.
 18. During the construction of the proposed permeable pavement 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.
19. The design of the infiltration facilities will be accordance with Volume II, Chapter 5 of the Kitsap County Stormwater Design Manual. Any stormwater facilities installed in conjunction with improvements in the City of Port Orchard right-of-way shall be designed in accordance with the adopted City of Port Orchard Stormwater Management Manual at the time of application for City Stormwater Drainage and Land Disturbing Activity Permits.
 20. The infiltration facilities shall remain offline 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.
 21. Before SDAP acceptance, the applicant shall submit a set of drawings to the City of Port Orchard 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. City permits are required for the construction of offsite improvements within the City limits.
 22. 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.
 23. If the project proposal is modified from that shown on the submitted site plan dated June 10, 2019, Development Services and Engineering will require additional review and potentially new conditions.
- b. Environmental**
24. At the time of the Site Development Activity Permit the applicant will be required to submit a final geologic report to address excavation and construction on the steep slopes.

c. Traffic and Roads

25. 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.
26. 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.
27. Sidewalk ramps shall conform to the current requirements of the Americans with Disabilities Act per WSDOT standard plans at the time of construction.
28. The property owners 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 accepted construction plans. Landscaping within the City right-of-way shall be constructed in accordance with City standards and permit requirements.
29. Provide surveyed cross-sections at 50-foot intervals along the entire parcel frontage on Payseno Lane SE, and north to SE Mile Hill Drive (State Route 166). 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.
30. Frontage improvements are required along SE Mile Hill Drive (State Route 166) across the frontage of parcel 312402-2-011-2002, consisting of vertical curb; gutter; 6-foot wide sidewalk, transitioning to 5-foot wide sidewalk; and concrete sidewalk ramps on both sides of the existing driveway approach for parcel 312402-2-011-2002. These improvements shall be reviewed and approved through appropriate Washington State Department of Transportation permit and shall be completed prior to requesting a final inspection for the Site Development Activity Permit required for the Payseno Lane Apartments project.
31. Frontage improvements are required at the intersection of SE Mile Hill Drive and Payseno Lane SE, providing restrictions to prevent left turns from SE Mile Hill Drive to Payseno Lane SE; and from Payseno Lane SE to SE Mile Hill Drive. These improvements shall be reviewed and approved through appropriate City of Port Orchard and Washington State Department of Transportation permits and shall be completed prior to requesting a final inspection for the Site Development Activity Permit required for the Payseno Lane Apartments project.

32. The following improvements are required along the east side of Payseno Lane SE: frontage improvements, from the location of the project approach, north to SE Mile Hill Drive, consisting of vertical curb, gutter, 6-foot wide landscape strip, 6-foot wide sidewalk, and streetlights. Completion of these improvements shall occur prior to requesting a final inspection for the Site Development Activity Permit required for the Payseno Lane Apartments project.
33. The Site Development Activity Permit shall include design for a commercial road approach, meeting the requirements of the Kitsap County Road Standards.
34. Any required sidewalk shall be constructed prior to roadway paving. This note shall appear on the face of the final construction drawings.
35. The developer's engineer shall certify that there is adequate entering sight distance at the intersection of the site access and Payseno Lane SE. 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.
36. 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). All work within the City of Port Orchard right-of-way shall be in accordance with City standards.
37. Before SDAP acceptance, the applicant shall submit a set of drawings to the Washington State Department of Transportation for review. The applicant shall notify Development Services and Engineering in writing when the plans have been submitted to WSDOT. Development Services and Engineering shall coordinate with WSDOT to determine if WSDOT has any comments to the submittal, but responsibility for obtaining concurrence from WSDOT lies with the property owner.
38. Final plan approval will require documentation of WSDOT approval for impacts to and any required mitigation on SE Mile Hill Drive. WSDOT point of contact is Dale Severson at (360) 357-2736:
Washington State Department of Transportation
Olympic Region Development Services Attn: Dale Severson
PO Box 47440

Olympia, WA 98504-7440

39. Any work within the City of Port Orchard right-of-way shall require a permit and possibly a maintenance or performance bond. A copy of the City permits to perform work in the right-of-way shall be submitted prior to SDAP approval. The need for and scope of bonding will be determined by the City of Port Orchard.
40. Prior to requesting a final inspection of the Site Development Activity Permit, applicant shall submit to the Department of Community Development documentation from the City of Port Orchard that the street improvements required within City rights-of-way have been satisfactorily completed.
41. Prior to requesting a final inspection of the Site Development Activity Permit, applicant shall submit to the Department of Community Development documentation from Washington State Department of Transportation that the street improvements required within State rights-of-way have been satisfactorily completed.

d. Fire Safety

42. 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:
 1. Unobstructed width of 20 feet and height of 13 feet 6 inches.
 2. Shall be designed and maintained to support a 60,000-pound fire apparatus and be provided with an all-weather driving surface.
 3. Dead end access roads exceeding 150 feet in length shall be provided with an approved turnaround.
 4. Inside turning radius shall be a minimum of 35 feet
 5. 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.
 6. Road shall not be more than 12% grade
43. Water line size and location and the location of fire hydrants and FDC must be shown on SDAP plans. A letter of water availability indicating available fire flow from the water purveyor is required to be submitted to the Kitsap County Fire Marshal's office prior to the approval of any building permits.
44. Based upon the building size relayed in the narrative, automatic fire sprinklers will be required for this project. A fire alarm shall be installed to monitor the fire sprinkler system.

45. Where hydrants supply commercial or multi-family fire flows, a hydrant shall be placed between fifty (50) feet and one hundred fifty (150) feet from the protected building.
46. Piping for the underground portion of the fire sprinkler has not been reviewed and is not approved on this application. A separate fire code permit shall be submitted.

e. Solid Waste

47. Prior to SDAP approval, Waste Management (360) 674-3166 shall be contacted for information on implementing the solid waste/recycling storage requirements influenced by the service provider (e.g. dumpster size and location) for the project. Pay particular attention to the access requirements of collection trucks. Documentation shall be provided from the solid waste/recycling service provider that their requirements for this project have been met.
48. The SDAP submittal shall show solid waste dumpster location, method for securing the enclosure gates in an open position and pad sizes on the civil plans submitted for approval. Details of the enclosure, including interior dimensions, building materials and lighting must be included with the civil plans prior to final approval. These details may be architectural drawings attached to the civil plans. Provided area must accommodate a minimum 6-yard dumpster.
49. The SDAP submittal shall show that at least 150 square feet of exterior recyclable materials storage space for the project. Describe collection containers and show their locations, method for securing the enclosure gates in an open position and pad dimensions on the civil plans submitted for approval. Details of the enclosure, including interior dimensions, building materials and lighting must be included with the civil plans prior to final approval. These details may be architectural drawings attached to the civil plans.

f. OTHER

50. If 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.
51. Rock and retaining walls shall meet all applicable setback requirements of Volume II, Chapter 9 of the Kitsap County Stormwater Design Manual.

g. Kitsap Public Health District

52. This permit shall comply with all Kitsap Public Health District regulations and conditions of approval.

Report prepared by:



Jeff Smith, Staff Planner / Project Lead

August 19, 2019
Date

Report approved by:



Shawn Alire, Department Manager / Supervisor

August 19, 2019
Date

Attachments:

Attachment A - Site Plan

Attachment B - Frontage Improvements on Payseno Lane

Attachment C - Frontage Improvements on SE Mile Hill Drive

Attachment D - Architectural Elevations

Attachment E – Zoning Map

CC: tammy.burk@yahoo.com

craig@wsengineering.com

Interested Parties: NBond@CityofPortOrchard.Us.org

EdwardC@KitsapTransit.com"

duaneswan@wavecable.com

alan@wsengineering.com

Kitsap County Health District, MS-30

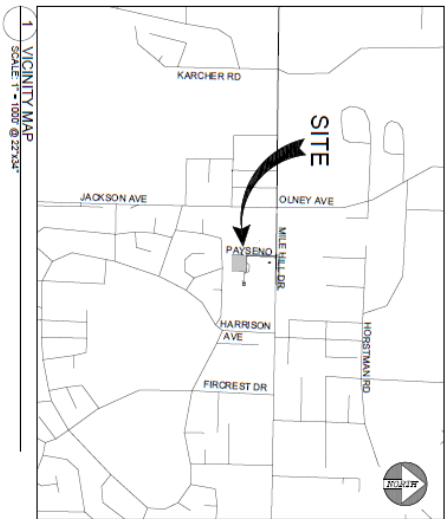
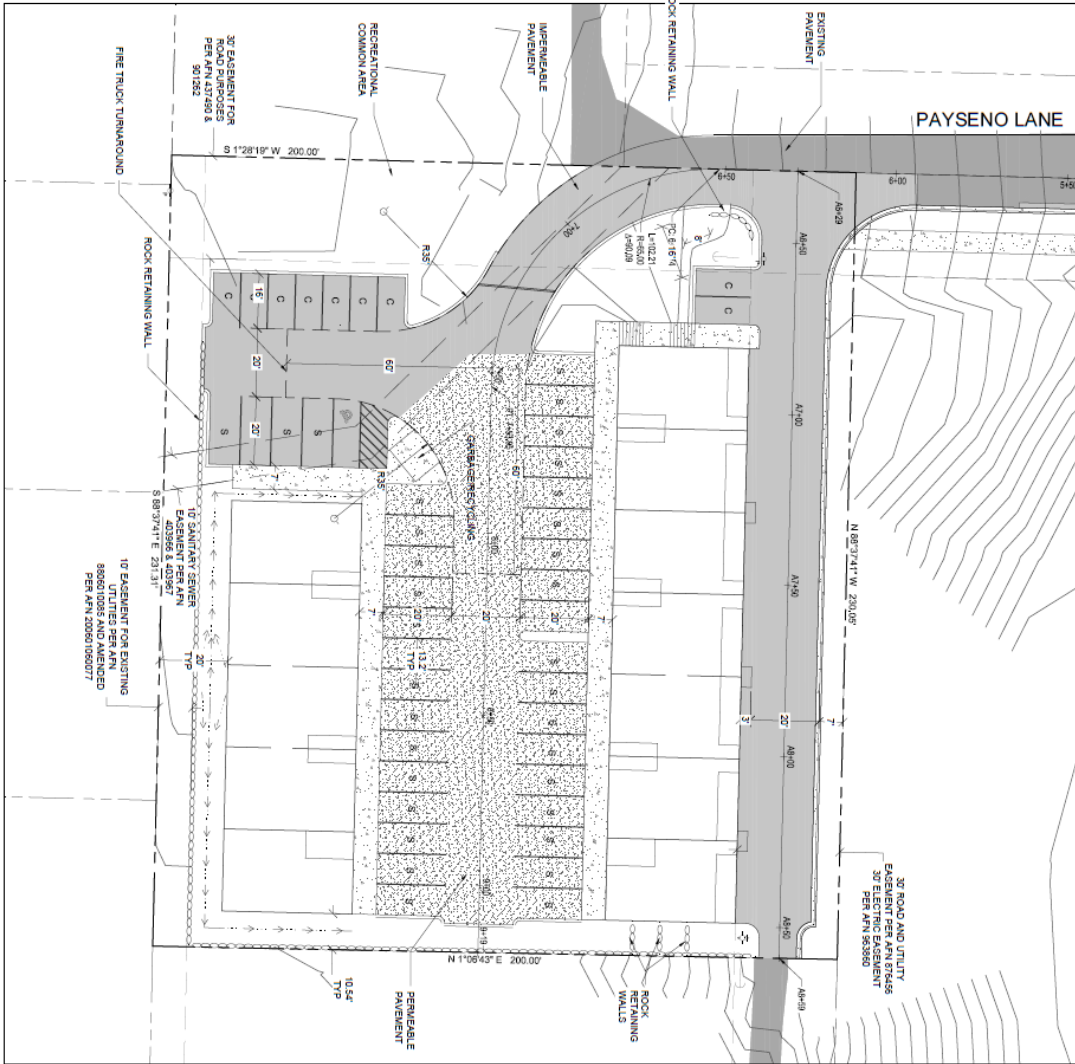
Kitsap County Public Works Dept., MS-26

DCD Staff Planner: Jeff Smith

Site Plan

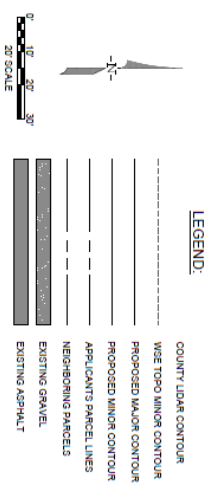
PAYSENO LANE APARTMENTS

A PORTION OF SECTION 31, TOWNSHIP 24 NORTH, RANGE 2 EAST, W.M.
 KITSAP COUNTY, WASHINGTON
PRELIMINARY SITE PLAN



LEGAL DESCRIPTION (FROM TITLE REPORT):
 THE SOUTH 500 FEET OF THAT PORTION OF THE NORTH HALF OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER, SECTION 31, TOWNSHIP 24 NORTH, RANGE 2 EAST, W.M., KITSAP COUNTY, WASHINGTON, LING SOUTH OF STATE HIGHWAY NO. 14, EXCEPT THE WEST 650 FEET THEREOF AND THE EAST 100 FEET THEREOF, TOGETHER WITH THE WEST 100 FEET OF THE EAST 217 FEET THEREOF, U.S.C. CAUSE NO. 720 AND EXCEPT THE EAST 217 FEET THEREOF.

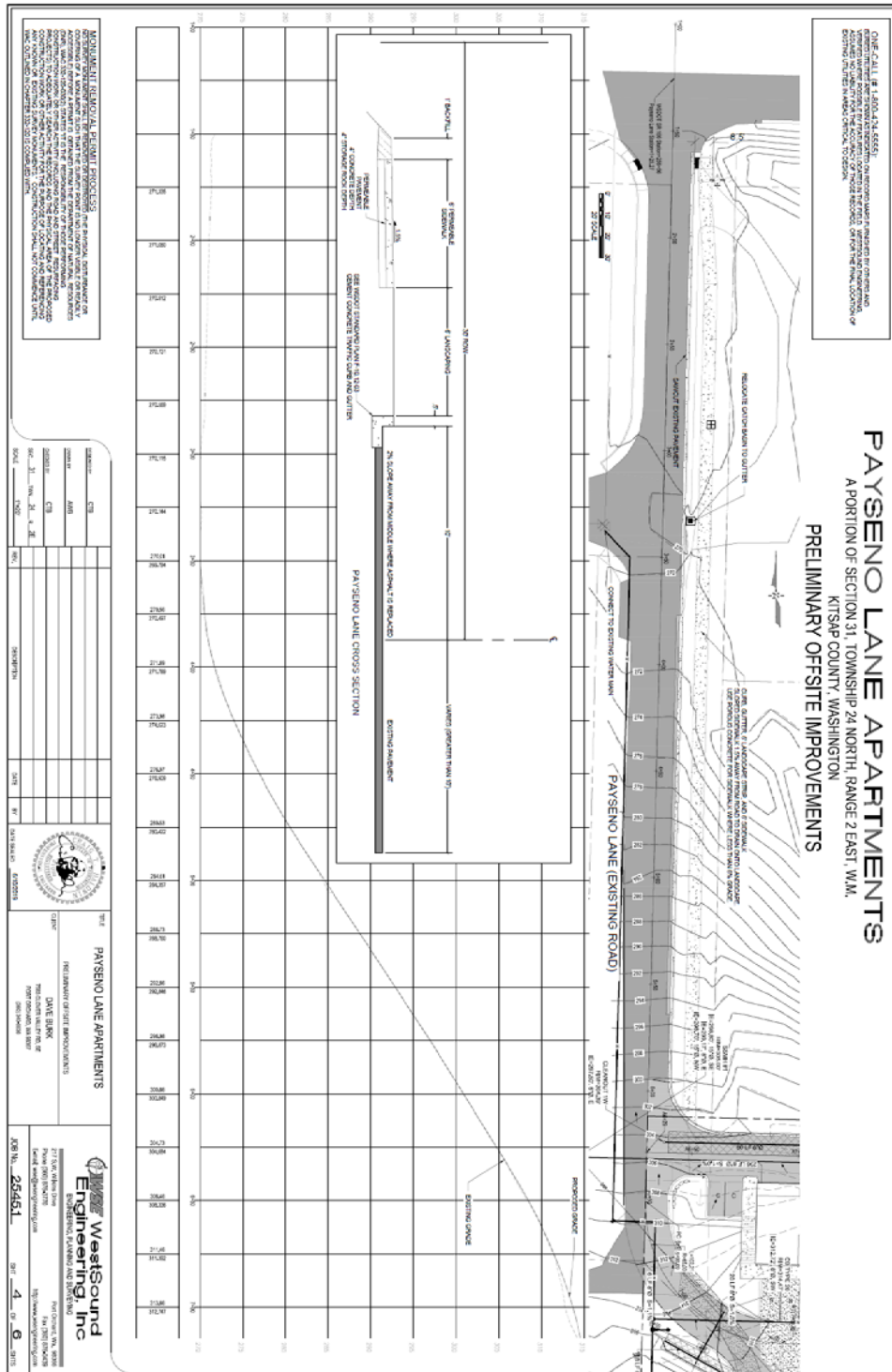
WELLS, DRAINFIELDS AND TANKS NOTE:
 THE PARCELS TO THE WEST AND SOUTH ARE SERVED BY A PUBLIC WATER SYSTEM. IT IS ASSUMED THAT THE PARCELS TO THE EAST AND NORTH ARE NOT SERVED BY A PUBLIC WATER SYSTEM. IT IS ASSUMED THAT THOSE PARCELS DO NOT HAVE ON-SITE DRAINFIELDS. NO RECORDS OF WELLS COULD BE FOUND ON ADJACENT PARCELS WITH 100 FEET OF THE PROPERTY. THERE ARE NO RECORDS OF TANKS WITHIN 100 FEET OF THE PROPERTY.



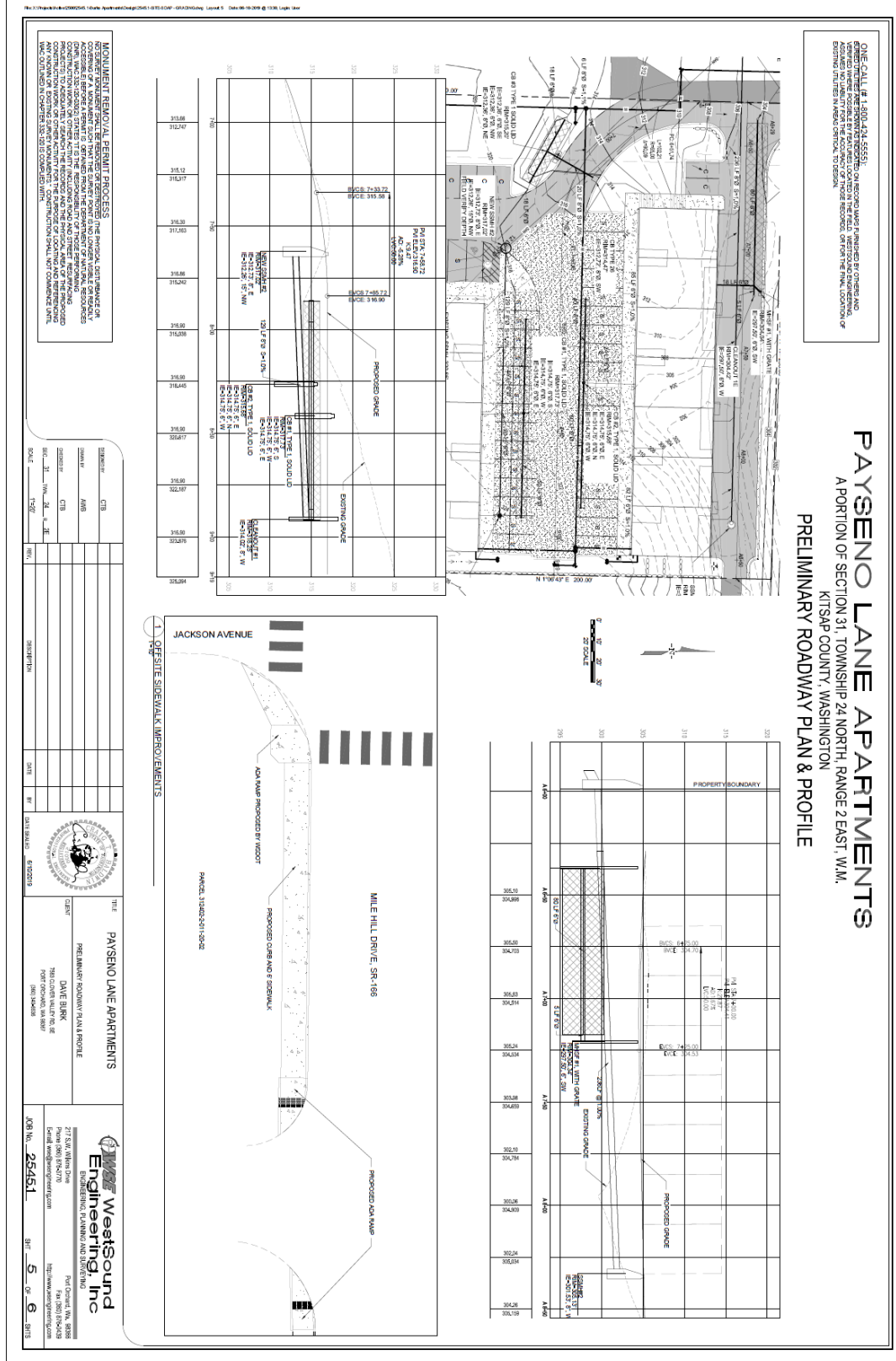
SHEET INDEX

- SHEET 1 - PRELIMINARY SITE PLAN
- SHEET 2 - PRELIMINARY GRADING AND DRAINAGE PLAN
- SHEET 3 - PRELIMINARY OFF-SITE IMPROVEMENTS
- SHEET 4 - PRELIMINARY ROWWAY PLAN & PROFILE
- SHEET 5 - PRELIMINARY LANDSCAPE PLAN

Payseno Lane Frontage Improvements



SE Mile Hill Drive Frontage Improvements



ONE-CALL # 800-474-6833
 ALL UTILITIES SHOWN ARE BASED ON RECORDS MAINTAINED BY OTHERS AND
 UTILITIES NOT SHOWN ARE NOT GUARANTEED TO BE ACCURATE. THE CONTRACTOR
 SHALL VERIFY THE LOCATION AND DEPTH OF ALL UTILITIES PRIOR TO CONSTRUCTION.
 THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY
 PERMITS FROM THE APPLICABLE AGENCIES.

PAYSENO LANE APARTMENTS
 A PORTION OF SECTION 31, TOWNSHIP 24 NORTH, RANGE 2 EAST, W.M.,
 KITSAP COUNTY, WASHINGTON
PRELIMINARY ROADWAY PLAN & PROFILE

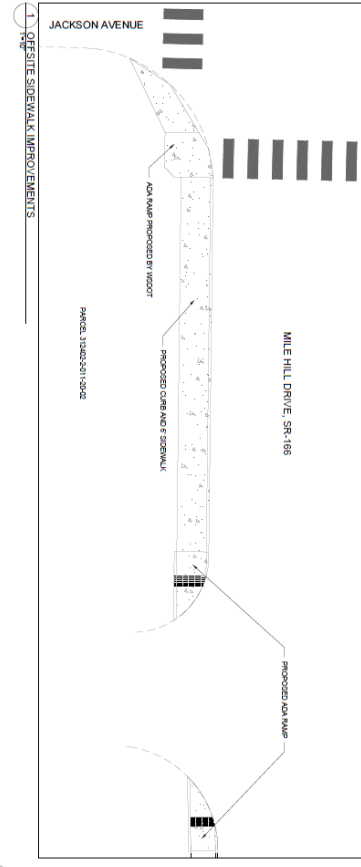
MONUMENT REMOVAL PERMIT PROCESS
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 PERMITS FROM THE APPLICABLE AGENCIES.

DESIGNER	WWS
CHECKER	WWS
DATE	08/01/19
SCALE	AS SHOWN

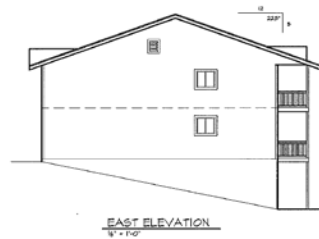
DATE	08/01/19
BY	WWS
DATE	08/01/19
BY	WWS

PROJECT: **PAYSENO LANE APARTMENTS**
 PRELIMINARY ROADWAY PLAN & PROFILE
 CLIENT: **DAVE BIRK**
 7900 COLUMBIA WALK, SE
 PORTLAND, OR 97202

WestSound
 ENGINEERING, PLANNING AND SURVEYING
 277 S.W. White Oak
 Portland, OR 97202
 (503) 254-5611
 www.westsoundinc.com



Architectural Elevations



SEE PAGE 1

Zoning Map

