



## KITSAP COUNTY DEPARTMENT OF COMMUNITY DEVELOPMENT

614 DIVISION STREET MS-36, PORT ORCHARD WASHINGTON 98366-4682  
(360) 337-7181 FAX (360) 337-4925 HOME PAGE - [www.kitsapgov.com/dcd/](http://www.kitsapgov.com/dcd/)

Larry Keeton, Director

### NOTICE OF ADMINISTRATIVE DECISION

October 3, 2008

To: Interested Parties and Parties of Record

RE: Project Name: Keller House  
Application: Site Development Activity Permit  
File Number: LIS#08 52650

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 BEFORE THE CLOSE OF BUSINESS ON OCTOBER 17, 2008.**

Pursuant to the Kitsap County Land Use and Development Procedures, an appeal may be filed objecting to the Department's Decision. An appeal must be made in writing, and received by the Department of Community Development (DCD). At the time of filing the appeal, the appellant shall pay the sum of **five hundred dollars (\$500.00)**. This fee is non-refundable and subject to change. Make check payable to Kitsap County Department of Community Development (DCD).

The written appeal shall be made on, or attached to, an appeal form provided by DCD, and shall contain the following information.

1. The project name, project applicant, application type, and file number designated by the County;
2. The name, address, and signature of each appellant. If multiple parties file a single appeal, the appeal document shall designate, in writing, one party as the contact representative for all contact with the DCD Director and the Office of the Hearing Examiner. All contact between the County and the appellants regarding the appeal, including notices, shall be through this contact representative; and
3. A written statement of the specific aspect(s) of the Decision and/or SEPA determination being appealed, the reasons why each is in error

Notice of Administrative Decision –Keller House – Site Development Activity  
Permit (SDAP)  
October 3, 2008  
Page 2

as a matter of fact or law, and the evidence relied upon to prove the error.

The complete application file will be available for review at the Department of Community Development, Monday through Friday, except holidays, from 8:15 a.m. to 4:00 p.m.

If you have questions, please contact me at (360) 337-4487 or Doug Frick at (360) 337-7181.

Sincerely,



Karen Ashcraft  
Clerk of the Examiner

C: Kitsap Mental Health Services, c/o Robert Baglio PE, BJC Group, PO Box 2030, Port Orchard, WA 98366  
Michael Wnek, 3388 NW Byron ST, Suite 200, Silverdale, WA 98383  
Ron Wright, Kitsap Mental Health Services, 5451 Almira, DR NE, Bremerton, WA 98311

Interested Parties:  
(None)



## KITSAP COUNTY DEPARTMENT OF COMMUNITY DEVELOPMENT

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Larry Keeton, Director

October 3, 2008

Kitsap Mental Health Services  
c/o Robert Baglio, PE  
BJC Group  
PO BOX 2030  
Port Orchard, WA 98366

**Re: Keller House, SDAP 08 52650  
Plan Acceptance**

Dear Mr. Baglio:

We have completed review of the civil construction site plans for the above referenced project. The SDAP has been given preliminary approval but cannot be issued until after the two week appeal period. Should the appeal process alter the project significantly, additional submittals may be required.

The Notice of Administrative Decision is being mailed along with this letter. **Due to procedural requirements the pre-construction meeting cannot be held until after October 17, 2008.**

The Site Development Activity Permit and accepted construction drawings will be issued at the pre-construction meeting. Please contact Ellen Tietz at (360) 337-7181 to schedule the pre-construction meeting.

**A. The following items shall be submitted to Development Engineering prior to scheduling the pre-construction meeting:**

1. Provide a Certificate of Liability Insurance remaining in force until final construction acceptance is issued by the County. Specify the liability insurance in the amount of not less than one million dollars combined single limit bodily injury and property damage, with a two million dollar aggregate. Include Kitsap County, its officers, and employees as additional insured's with respect to the terms and conditions of the policy. Reference **Keller House, SDAP 08 52650** on the Certificate.
2. Provide a performance covenant for the erosion and sedimentation control facilities referencing **Keller House, SDAP 08 52650** on the covenant. (enclosed)
3. Obtain a Right-of-Way Permit from the Kitsap County Public Works Department for the proposed curtain drain within Almira Drive. (Obtain ROW permit prior to any construction activities).
4. Provide a copy of the Construction Stormwater General Permit from the Washington State Department of Ecology.

**B. Development Engineering will recommend granting occupancy and release of financial securities when the following items are completed:**

1. Completion, to the satisfaction of Development Engineering, of all work indicated on the plans.
2. Proof of fire flow availability from the water purveyor will be required to be submitted to the Kitsap County Fire Marshal's Office before the building permit is issued or site development activity permit is finalized.
3. Fire flow required for the proposed project, based on 15,965 square feet of Type VB construction, shall be a minimum of 1500 gpm @ 20 psi for a 2 hour duration. This includes a 75% reduction when an automatic fire sprinkler system is installed.
4. Required fire protection systems:
  - a. An automatic fire sprinkler system is required for buildings greater than 10,000 square feet. The sprinkler system shall be monitored by an approved fire alarm system. System shall be installed in accordance with NFPA 13. A separate fire code permit is required.
  - b. A full automatic and manual addressable fire alarm system is required for buildings greater than 4,000 square feet. System shall be installed in accordance with the International Fire Code and NFPA 72. A separate fire code permit is required.
5. Certification, by the Project Engineer, of the as-built storage volumes.
6. Certification, by the Project Engineer that the soils encountered under any infiltration systems are consistent with the design criteria.
7. Submittal of one set of reproducible mylar as-built plans along with two sets of blueprint copies. All sheets containing road and drainage plans, profiles and associated details shall be included in the as-built set. It is not necessary to include grading and erosion control plans and details. The as-built plan set shall be stamped "**RECORD DRAWING**" and shall be signed and stamped by a professional engineer or land surveyor.
8. Submittal of a recorded (with the Kitsap County Auditor) Maintenance Covenant for maintenance of private storm drainage facilities located on the project site which gives Kitsap County the right to inspect the facilities and guarantees the County that the facilities will be properly maintained (enclosed). The covenant shall include the specific requirement for paving system maintenance per KCSDM Appendix 5B.2.1.E.

9. Permanent stabilization and restoration of the project site. Final replanting may be delayed to the appropriate season, provided that temporary soil stabilization measures are in place and financial security is provided to assure the completion of work.
  10. Submittal, by the Project Engineer, of the Operation and Maintenance Manual for privately maintained and/or non-standard stormwater facilities.
  11. Payment of all outstanding fees.
  12. Fulfillment of all conditions of approval.
  13. Submittal of any required maintenance bonds.
- C. Please be aware of the following requirements by other agencies associated with the proposed construction:**
1. This project includes the construction of rock walls or other retaining facilities that exceed four feet in height, which require a building permit.
  2. This project is subject to the conditions of the NPDES permit from the Department of Ecology that will be issued for this project.
  3. This project is subject to the conditions of the HPA permit from the Department of Fish and Wildlife that will be issued for this project.
  4. The Kitsap County Health District (Health District) has reviewed the aforementioned Notice of Application and SEPA Determination and offers the following comments:
    - a. Soils used as borrow materials must be "clean", as defined in the Kitsap County Board of Health (BKCBH) Ordinance 2004-2 "Solid Waste Regulations".

...soils which are not a dangerous waste or problem waste. Problem waste includes the following:

*...soils removed during the cleanup of a remedial action site, a dangerous waste closure, other cleanup efforts, or other actions, which contain hazardous substances, but are not dangerous wastes;  
...dredge spoils from the dredging of surface waters of the state where contaminants are present in the dredge spoils at concentrations not suitable for open water disposal and the dredge spoils are not a*

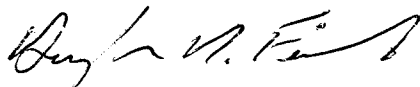
*dangerous waste and are not regulated by Section 404 of the Federal Clean Water Act (PL 95-217; or*

*...waste abrasive blasting grit or other material used in abrasive blasting that may contain, but is not limited to, silica, sand, utility slag or copper slag. Waste abrasive blasting grit does not include blasting grit that will be reused for its intended purpose...*

- b. The applicant must ensure either by process knowledge or by testing, that fill material is not contaminated. This would include the applicant's knowledge of the presence of industrial/commercial facilities, prior disposal activities, or other activities that may have contaminated the material to be used as fill.
- c. Only suitable materials shall be used as fill. Suitable fill does not include vegetative organic matter, demolition or construction wastes, or other debris, except as provided for under the Uniform Building Code (1994).
- d. All construction trenching activities conducted within 1,000 feet of an active or closed landfill should test for the presence of methane gas and take those safety or engineering precautions necessary for the protection of human health and the environment.
- e. The applicant shall use all appropriate measures to control roadway carry-on or fugitive dust from excavation activities or materials transportation activities necessary to protect public health or the environment.

If we can be of further assistance, please do not hesitate to call.

Sincerely,



Douglas R. Frick  
Manager, Development Engineering  
Department of Community Development

Copy to: Ron Wright, KMHS  
Michael F. Wnek, PE  
Robert Baglio, PE, BJC Group