



## 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 26, 2009

To: Interested Parties and Parties of Record

RE: Project Name: Gibson – Short Subdivision #7373  
Application: Short Subdivision  
File Number: LIS#07 46424

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 NOVEMBER 9, 2009.**

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.

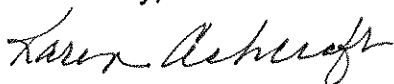
1. The project name, project applicant, application type, and file number designated by the County;
2. The name, address, and signature of each appellant. If multiple parties file a single appeal, the appeal document shall designate, in writing, one party as the contact representative for all contact 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 as a matter of fact or law, and the evidence relied upon to prove the error.

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October 26, 2009  
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The complete application file will be available for review at the Department of Community Development, Monday through Thursday, except holidays, from 10:00 a.m. to 3:45 p.m. by appointment only. You may make an appointment by calling me at (360) 337-4487.

If you have questions, please contact me at (360) 337-4487 or Candy Mursell at (360) 337-5777.

Sincerely,



Karen Ashcraft  
Clerk of the Examiner

C: Desmond C & Aleta L Gibson, 16810 Lemolo Shore DR, Poulsbo, WA  
98370  
Adam & Goldsworthy, Inc., 1015 NE Hostmark ST, Poulsbo, WA 98370

Interested Parties:

Edie Berghoff, City of Poulsbo, Planning Department, PO Box 98,  
Poulsbo, WA 98370-0098



## KITSAP COUNTY DEPARTMENT OF COMMUNITY DEVELOPMENT

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Larry Keeton, Director

October 22, 2009

Desmond C. & Aleta L. Gibson  
16810 Lemolo Shore Drive  
Poulsbo, WA 98370

**Short Subdivision No. 7373**  
**LIS No. 07 46424**  
**Tax Account No. 102601-1-013-2006**

Dear Mr. & Mrs. Gibson:

This is to inform you that the subject Short Subdivision has been granted **preliminary approval**.

This decision is in compliance with the Kitsap County Code Title 21.04.070 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 Subdivisions.

The Department has further determined that the subdivision as it is presented in the Preliminary Short Plat, received July 28, 2008 by the Department of Community Development, conforms (or will conform, subject to the conditions outlined in this letter) to the following:

1. Zoning, Title 17, Kitsap County Code;
  2. Storm Water Drainage, Title 12, Kitsap County Code;
  3. Kitsap County Comprehensive Plan and subarea plans;
  4. Kitsap County Critical Areas Ordinance;
- and all other elements of the Kitsap County Code that pertain to this subdivision.

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. Review of this subdivision was based on the City of Poulsbo's Zoning Ordinance adopted December 28, 1994, which was in effect at the time the preliminary short subdivision application was determined to be complete. No minimum density is stipulated and the proposed lots comply with the indicated dimensional requirements. The City of Poulsbo has indicated no objection to the proposed subdivision and has not requested any conditions of approval.

## SURVEY

4. At the time of submittal of the Final Short Subdivision, a title certificate, current to within 30 days, is required. Please note or delineate all pertinent special exception items in schedule "B" of the title certificate
5. Per Ordinance 345-2005, Short Subdivisions are required to have an Owners' Declaration on the face of the Short Plat map. Provide the Declaration statement, along with space for the signatures of all owners and a Notary Public acknowledgment.
6. A Road Maintenance Agreement will be required. This may be in the form of a note on the face of the Short Plat map 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 Short Plat map.
7. All easements within and leading to this Short Subdivision shall be labeled for purpose, lots affected by the granting, and all lands which will derive a beneficial use. Any lots outside the boundaries of the Short Subdivision having beneficial use of the easement shall be identified by legal description.
8. The legal description must correctly represent the property being subdivided and shall appear on the Final Short Plat map.

## STORMWATER

9. The total amount of new impervious area shall be indicated on the face of the Large Lot Subdivision. The available impervious area for each lot shall be determined by dividing the allowable impervious area between the lots created. Information shall be provided in a table as shown here.

Total Site Area	1.54 acres inside the census area
Allowable Impervious Area	3,354.12 sqft
Available Impervious Area Lot A	
Available Impervious Area Lot B	
Available Impervious Area Lot C	

10. The following condition shall be added to the face of the Final Short Plat: If the impervious area is greater than the amount indicated for the lot in the chart, an engineered plan will be required for that lot.
11. The following condition shall be added to the face of the Final Short Plat: At the time of Building Permit Application and/or any additional road construction or site work, the property owner shall comply with Kitsap County Code Title12-Storm Water Drainage or as amended. Fees and submittal requirements shall be in accordance with Kitsap County codes in effect at the time of Building Permit Application.

## FIRE MARSHAL

12. Minimum Fire Flow for one and two family dwellings must be 500 gpm @ 20 psi for a minimum of 30 minutes. IFC B105.1 A letter of water availability indicating fire flow from the water purveyor is required prior to approval of any building permits.

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 could be granted.

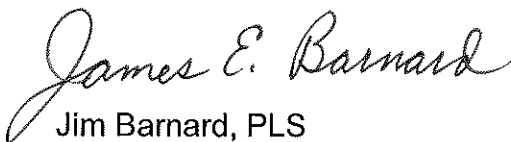
Preparation of the final Short Subdivision shall be done in accordance with Kitsap County Code 16.48. All applicable conditions of preliminary approval must be addressed with the Final Short Subdivision application materials. Submittals that do not address all comments will be considered incomplete and returned without review. All of the above relevant conditions must appear on the final short plat. Any/all building setbacks and buffers established as conditions of approval must also be delineated on the final short plat.

If you have any questions on this matter, please do not hesitate to contact Meg Sands for Land Use matters; Candy Mursell for Survey matters; Bill Noerenberg for Stormwater matters; or Jackie Blackwood for Fire Marshal matters, all of whom can be reached at (360) 337-5777.

**Please note that effective February 1, 2008, there is a fee and a Final Short Subdivision application form associated with the Final Short Subdivision, payable at the time of submittal. Please refer to our website at [www.kitsapgov.com/dcd/](http://www.kitsapgov.com/dcd/) to view the new fee schedule.**

Please refer to our website at [www.kitsapgov.com/dcd/](http://www.kitsapgov.com/dcd/) for status information. This information is no longer available by e-mail and telephone.

Sincerely,



Jim Barnard, PLS  
Development Engineering  
Department of Community Development

cc: Adam & Goldsworthy, Inc.  
Edie Berghoff, City of Poulsbo Planning Department  
File