



## 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

June 25, 2009

To: Interested Parties and Parties of Record

RE: Project Name: Odell – Short Subdivision  
Application: Short Subdivision  
File Number: LIS#08 57493

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 JULY 13, 2009.**

**PLEASE NOTE: THE COURTHOUSE WILL BE CLOSED ON JULY 3, 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.

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 Jim Barnard (360) 337-5777.

Sincerely,

Karen Ashcraft  
Clerk of the Examiner

C: Katherine Odell, 17766 Angeline WY, Suquamish, WA 98392  
Katherine Nicolet, 17762 Angeline AVE S NE, Suquamish, WA 98392  
ADA Engineering Inc., PO Box 847, Poulsbo, WA 98370

Interested Parties:  
(None)



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Larry Keeton, Director

June 24, 2009

Katherine C. Odell  
17762 Angeline Avenue S. NE  
Suquamish, WA 98392

**Short Subdivision No. 7384**  
**LIS No. 08 57493**  
**Tax Account No. 4355-002-003-0006**

Dear Ms Odell:

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 January 16, 2009 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.

### SURVEY

3. 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.

**STORMWATER**

- 4. The 2006 expired building permit (06 43748) for the addition and remodel on proposed Lot A must be resolved prior to further review.
- 5. The impervious area available to each lot shall be indicated on the face of the Short Plat. The available impervious area for each lot shall be determined by subtracting the total impervious area from the total impervious area allowed for the project, and dividing the remaining allowable impervious area between the lots created. Information shall be provided in a table as shown below

Total Parcel Area	5,000 square feet
2006 Addition impervious area for lot A	-478 square feet
Available Impervious Area Lot A	
Available Impervious Area Lot B	

- 6. The following condition shall be added to the face of the Final Short Plat: An engineered plan will be required if the impervious area is greater than the amount indicated for the lot in the chart.
- 7. 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 Title 12 – 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.

**ENVIRONMENTAL**

- 8. The following condition shall be added to the face of the Final Short Plat: There are potential cultural resources adjacent to this property and any future development proposals will be required to perform a cultural resources assessment.
- 9. The following condition shall be added to the face of the Final Short Plat: The proposal is adjacent to shorelines and any future development proposals will be conditioned pursuant to Kitsap County Code (KCC) Title 19.300.

**HEALTH DISTRICT**

- 10. The existing septic tank on Lot B must be pumped out and properly abandoned. Receipts for pumping out the septic tank and certification of abandonment shall be submitted with the Final Short Plat submittal materials.

**WASTEWATER**

- 11. Applicant needs to obtain separate sewer permits for each property.
- 12. Utility and sewer easements need to be moved so that the building sewer is within the easement.

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 prior to submitting the Final Short Subdivision application. 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 Dennis Oost for Land Use matters; Candy Mursell for Survey matters; Bill Noerenberg for Stormwater matters; Steve Heacock for Environmental matters, or Michael Brooks for Wastewater matters, all of whom can be reached at (360) 337-5777. Please contact Nathan Holburn at (360) 337-4680 for Health District matters.

**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: ADA Engineering, Inc.  
File