



KITSAP COUNTY DEPARTMENT OF COMMUNITY DEVELOPMENT

614 DIVISION STREET MS-36, PORT ORCHARD WASHINGTON 98366-4682
(360) 337-5777 FAX (360) 337-4925 HOME PAGE - www.kitsapgov.com/dcd/

Larry Keeton, Director

NOTICE OF ADMINISTRATIVE DECISION

February 1, 2012

To: Interested Parties and Parties of Record

RE: Project Name: Warren Shoreline Buffer Restoration Site
Development Activity Permit
Application: Site Development Activity Permit
File Number: LIS#11 102483

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 FEBRUARY 15, 2012.

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 – Warren – Shoreline Buffer Restoration – Site
Development Activity Permit (SDAP)

February 1, 2012

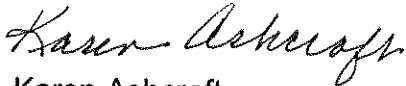
Page 2

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 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 Doug Frick at (360) 337-5777.

Sincerely,



Karen Ashcraft
Clerk of the Examiner

C: Margaret Warren, PO box 516, Manchester, WA 98353
peggywarren1@hotmail.com
Joanne Bartlett, Wiltermood Associates, Inc., 1015 SW Harper RD, Port Orchard, WA 98367

Interested Parties:
(None)



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Larry Keeton, Director

January 26, 2012

Margaret Warren
P.O. Box 516
Manchester WA 98353

**RE: Shoreline Buffer Restoration
Site Development Activity Permit (SDAP) 11 102483
PLAN ACCEPTANCE / CONDITIONS**

Dear Ms Warren:

This SDAP does not require a land use action. Because a Site Development Activity Permit is a Type II decision, a two-week appeal period is required after SDAP approval (per KCC 21.04.070). Due to this procedural requirement, after the SDAP is approved, we will notify the interested parties. The pre-construction meeting can be scheduled after the two-week appeal period has ended.

We have reviewed and accept for construction the civil site plans for the above referenced project. This permit will expire **[6]** months from the date of issuance (per KCC 12.16.110) and must be issued within **[12]** months from the date of approval (per KCC 12.10.055). The Site Development Activity Permit and accepted construction drawings will be issued at the on-site pre-construction meeting. Please contact Ellen Tietz at (360) 337-5777 to schedule the pre-construction meeting.

The initial permit fee for all SDAPs applies to review and processing through permit approval. All review, inspection and processing after the date of the approval letter will be charged at the DCD hourly rate. The balance remaining at approval will be credited toward post-approval hourly fees. The additional post-approval fees will be estimated at the pre-construction meeting based on the proposed construction schedule, and up to 80% of that fee may be required by DCD as a deposit. Invoicing will be monthly for active projects. Any unused deposit will be refunded upon project completion. All fees must be paid prior to final inspection.

A. This permit is issued with the following conditions:

1. All construction shall conform to the Accepted Plans. Major deviations must have a design revision submitted for review and acceptance.
2. This permit is issued for the restoration of the shoreline buffer area that was recently cleared.
3. The shoreline buffer restoration plan shall occur as specified in the planting plan produced by Wiltermood Associates, Inc. and received by Kitsap County Department of Community Development on 11/17/2011.

4. Planting of native vegetation shall occur within the first appropriate season, dormant season preferred. Once the planting is complete the applicant must contact Environmental Review Staff (360-337-5777) for a site inspection and as-built approval.
5. Monitoring of the planted area shall be conducted for five years after DCD staff approves planting. Monitoring includes live and dead vegetation counts and records of all maintenance activities. Maintenance activities can be defined as, but are not limited to, removal practices on invasive or nuisance vegetation and watering schedules. This information shall be summarized in a letter format. Photographs depicting conditions of the vegetation and overall site are required. Monitoring reports are due to Kitsap County DCD Environmental Review by December 31 of each monitoring year. If more than 20 percent of the plantings do not survive within any of the monitoring years, the problem areas will be replanted, and provided with better maintenance practices to ensure higher plant survival.
6. The SDAP can be signed off after the plantings have been completed and prior to the end of the five year monitoring plan. The applicant is required to submit annual monitoring reports to Environmental Review staff (See condition 5).
7. It is the applicant's responsibility to prevent silt from leaving the site. Routine inspection is required and silt and erosion control facilities may be required depending on site and weather conditions.
8. All grading shall conform to Chapter 4 of the Kitsap County Stormwater Management Design Manual with emphasis on the following requirements:
 - a. Grading shall take place in such a manner so as not to obstruct or otherwise interfere with the natural drainage flows through the site;
 - b. The area receiving fill material shall be prepared by removing vegetation, non-complying fill, topsoil and other unsuitable material and scarifying the surface to provide a bond with the new fill; (*benching if over 3:1 see manual*)
 - c. Fill materials shall not contain organic material such as wood or sod, and rock or similar irreducible material with a maximum dimension greater than 12 inches;
 - d. Slopes shall be no steeper than 2 horizontal to 1 vertical (2:1).
9. All cleared areas shall be seeded as soon as possible or receive some other acceptable surface treatment. Temporary slope protection shall be installed and maintained until surface vegetation has become well established. It should be understood that the agreed upon plan for siltation and erosion control is to be considered a minimum requirement, and that it is the applicant's responsibility to use whatever means are necessary to control siltation and erosion throughout the span of the project.

10. Under no circumstances shall grading take place in the road right-of-way without first obtaining the necessary permits to work within the right-of-way. This includes any work altering or in any way affecting the existing roadside drainage system.
11. **All disturbed areas shall be covered with weed free or sterile straw.**
12. Please contact the **INSPECTION LINE** of Development Engineering at (360) 337-5777, to schedule inspections as follows:
 - a. To schedule the on-site preconstruction meeting;
 - b. After silt and erosion control facilities are in place and prior to the commencement of grading operations;
 - c. After planting has been accomplished; and
 - d. For final inspection.

B. Development Engineering will not schedule a final inspection until all of the following conditions are completed:

13. 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.
14. Payment of all outstanding fees.
15. Fulfillment of all conditions of approval.

Please understand this permit is issued for grading (and associated stormwater management) only. It is not a Building Permit and should not be construed as an approval of the final design with reference to building location, landscaping, etc. Also, the permittees as legal owners of the property covered by this permit shall bear sole responsibility to Kitsap County for the construction undertaken through the granting of this permit.

If we can be of further assistance, please contact Bill Noerenberg at (360) 337-5777.

Sincerely,



Douglas R. Frick
Manager, Development Engineering

cc: Joanne Bartlett: Wiltermood Associates, Inc.