



Kitsap County Department of Community Development

Acceptance Letter and/Administrative Decision

November 15, 2017

Mark Eisses, P.E.
Map Ltd.
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RE: Newberry Woods Estates – Grading 3 Driveway, Site Development Activity Permit (SDAP) 16 05797

Dear Mark Eisses:

This project 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 approval, per Kitsap County Code 21.04.070. Due to this procedural requirement, after the Site Development Activity Permit 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 site plans for the above referenced project. This permit must be issued within 12 months of approval per KCC 12.10.055. The owner or agent, engineer and contractor must meet with our inspection team at an on-site pre-construction meeting. At this meeting, you will receive the permit and a copy of the approved plans. Please contact Kitsap One at (360) 337-5777 to schedule a time to request an on-site pre-construction meeting.

The application fee deposit for this Site Development Activity Permit includes **26** hours of permit processing, review and inspection. Hours in excess of the deposit will be charged at the current hourly rate. Any unused portion of the deposit will be refunded upon project completion. All fees must be paid prior to scheduling the final inspection.

A. The following items are required prior to scheduling a preconstruction 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 with respect to the terms and conditions of

the policy. Reference **Newberry Woods Estates – Grading 3 Driveway, SDAP 16 05797** on the Certificate.

2. Provide a performance bond for the erosion and sedimentation control facilities for a minimum amount of **\$10,000.00** referencing **Newberry Woods Estates – Grading 3 Driveway, SDAP 16 05797** on the bond (enclosed).
The engineer has stated that the Bond will be turned in at the Pre-Con meeting. If the Bond is not turned in or is not approvable, the Permit and Plans will not be available at the Pre-Con meeting.
3. Payment of all outstanding fees.

B. This permit is subject to the following conditions:

1. All construction shall conform to the Accepted Plans. Major deviations must have a design revision submitted by the engineer of record for review and acceptance.
2. Prior to the commencement of clearing and grading activities, the following must be completed to the satisfaction of Kitsap County:
 - a. Temporary silt and erosion control facilities shall be installed prior to clearing and grading. The facilities indicated on the plans are considered to be adequate basic requirements for the anticipated site conditions. Routine inspection and maintenance is required and additional facilities may be required depending on site and weather conditions; and
 - b. Grading limits must be clearly and visibly identified using staking and/or flagging. Under no circumstances may areas beyond the construction boundaries be disturbed without the prior approval of the owners of those properties and without the issuance by Kitsap County of the necessary permits to work within those areas.
3. All grading shall conform to Chapter 9 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;
 - 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. The fill material shall be placed in relatively thin horizontal layers and be compacted to at least 90% of maximum dry density (95% for driveways);

- e. Slopes shall be no steeper than 2 horizontal to 1 vertical (2:1); and
 - f. Fills that are proposed to be building sites shall be placed under the direction of a Soils Engineer in accordance with the provisions of the International Residential Building Code.
4. It shall be the responsibility of the applicant to verify the quantity of material placed or excavated. Any material that leaves the site must be taken to a permitted SDAP site if over 150 cubic yards is received by any one site.
5. All exposed and unworked soils shall be stabilized using acceptable Best Management Practices (BMPs) to protect from erosion. Applicable BMPs include, but are not limited to seeding, mulching, and plastic covering. From October 1 to April 30, no soils shall remain unstabilized for more than 2 days. From May 1 to September 30, no soils shall remain unstabilized for more than 7 days. All cleared side slopes 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.
6. It should be understood 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.
7. Under no circumstances shall grading take place within the road right-of-way without first obtaining the necessary permits to work within the right-of-way. This would include any work altering or in any way affecting the existing roadside drainage system.
8. Please contact Kitsap One at (360) 337-5777 to schedule the following inspections:
 - a. Clearing Limits
 - b. Erosion and Sediment Best Management Practices. *** Note: Call for inspection after silt and erosion control facilities are in place, and prior to the commencement of grading operations.*
 - c. Bioretention.
 - d. Final inspection.
9. It is the owner's responsibility to inspect, clean and maintain the stormwater drainage system.
10. Submittal of two blackline copies of as-built plans, and a scalable electronic PDF

(once as-built copies have been approved). 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. The as-built plan set shall be stamped "RECORD DRAWING" and shall be signed and stamped by a professional engineer or land surveyor.

11. Completion, to the satisfaction of Development Engineering, of all work indicated on the plans.
12. 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. All fees must be paid prior to final inspection.
13. Certification, by the Project Engineer, that the soils encountered under any infiltration systems are consistent with the design criteria.
14. Submittal, by the Project Engineer, of the Operation and Maintenance Manual for privately maintained and/or non-standard stormwater facilities.
15. Submittal of an Onsite Stormwater Maintenance Covenant is required for private storm drainage facilities, which gives Kitsap County the right to inspect the facilities and guarantees the county that the facilities will be properly maintained (enclosed). This covenant must be recorded prior to scheduling the final inspection.
16. Permanent stabilization of the project site.
17. Prior to completion of this permit with the Department of Community Development, the Applicant shall apply for and satisfy all conditions of a Right-of-Way Permit through the Department of Public Works for any and all work performed in the county Right-of-Way associated with this project. You may contact Kitsap County Public Works, Right-of-Way Division at (360) 337-5777 to obtain a Right-of-Way permit.
18. All construction within the County Right-of-Way shall be accomplished in accordance with the approved Construction Drawings and this Right-of-Way permit. Where conflicts exist, the conditions spelled out in the Right-of-Way permit shall prevail.
19. 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:
 - a) Unobstructed width of 20 feet and height of 13 feet 6 inches.
 - b) Shall be designed and maintained to support a 60,000 pound fire apparatus and

be provided with an all weathered driving surface.

- c) Dead end access roads exceeding 150 feet in length shall be provided with an approved turnaround.
- d) Inside turning radius shall be a minimum of 25 feet.
- e) 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.
- f) Road shall not be more than 12% grade.
- g) Provide "No Parking" signs.

C. Development Services and Engineering will schedule a final inspection once all the following conditions are completed:

1. Permanent stabilization and restoration of the project site. Final replanting may be delayed to the appropriate season, provided temporary soil stabilization measures are in place and financial security is provided to assure the completion of work.
2. The engineer shall provide certification to Kitsap County that the soils under all pollution generating pervious surfaces have been amended.
3. Certification by the Project Engineer that the soils encountered under any infiltration systems are consistent with the design criteria.
4. Certification by the Project Engineer that the as-built area and volume for the infiltration trenches and dissipaters meets the design criteria.
5. Submittal of a Maintenance Covenant, recorded with the Kitsap County Auditor, 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).
6. Submittal, by the Project Engineer, of the Operation and Maintenance Manual for privately maintained and/or non-standard stormwater facilities.
7. Payment of all outstanding fees.
8. Fulfillment of all conditions of approval.

D. Please be aware of the following requirements by other agencies associated with the proposed construction:

1. The Kitsap County Health District requires that all contaminated materials or contaminated soils be removed from the site be properly managed (taken to a facility permitted to accept such wastes). Fill and grade activities are subject to the following requirements:

a. Soils used as borrow materials must be “clean”, as defined in the Kitsap County Board of Health Ordinance 2004-2 “Solid Waste Regulations”.

...clean soils are 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).

3. Any work within the County right-of-way will require a permit to perform work in the County Right-of-Way and possibly a maintenance or performance bond. You may contact Kitsap County Public Works, Right-of-Way Division at (360) 337-5777 to obtain a Right-of-Way permit.

4. Prior to completion of this permit with the Department of Community Development, the Applicant shall apply for and satisfy all conditions of a Right-of-Way Permit through the Department of Public Works for all work performed in the County Right-of-Way associated with this project.

November 15, 2017

5. Forest Practice Permit.

THE DECISION OF THE DEPARTMENT IS FINAL, UNLESS APPEALED ON OR BEFORE 14 DAYS FROM THE DATE OF DECISION PER KITSAP COUNTY CODE 21.04.290.

The written appeal shall be made on, or attached to, an appeal form found on the Department Community Development website:

<http://www.kitsapgov.com/dcd/forms/DocumentLibrary/applications/Appeals.pdf>.

Please note affected property owners may request a change in valuation for property tax purposes, notwithstanding any program of revaluation. Please contact the Assessor’s Office at 360-337-5777 to determine if a change in valuation is applicable due to the issued Decision.

The complete case file including findings, conclusions and any conditions of approvals available for review at the Department of Community Development; if you wish to view the case file or have other questions, please contact Help@Kitsap1.com or (360) 337-5777. Please note the Department of Community Development is open Monday to Thursday from 8:00am to 4:00pm and on Friday from 9:00am to 1:00pm except holidays.

If we can be of further assistance, please contact **Robert E, Hankins, P.E.** at (360) 337-5777.


Sincerely,



Robert E. Hankins, P.E.

Engineer 2
Development Services and Engineering

11.15.17
Date



Shawn Alire

Supervisor
Development Services and Engineering

11/15/17
Date

Enclosure: Maintenance Covenant
Erosion Bond