



## Administrative Staff Report

**Report Date:** September 27, 2018

**Application Submittal Date:** February 26, 2018

**Application Complete Date:** February 26, 2018

**Project Name:** Hansen Self Storage

**Type of Application:** Administrative Conditional Use Permit (ACUP)

**Permit Number:** 18-00850

### Project Location

11812 Clear Creek Road NW  
Silverdale, WA 98383  
Central Kitsap County  
Commissioner District 3

### Assessor's Account #

092501-3-042-2001

### Applicant/Owner of Record

Applicant  
Hansen Parcel LLC  
4311 Naomi Avenue  
Bremerton, WA 98311

### Owner

David J Kessler  
PO Box 697  
Tracyton, WA 98393

### VICINITY MAP



### Recommendation Summary

Approved subject to 47 conditions listed under section 13 of this report.

#### 1. Background

The 3.26 acres parcel is developed with a single-family residence that will be demolished. The associated existing abandoned well and unused septic system will be decommissioned. The parcel was previously developed with several accessory buildings that were used as part of the old Clear Creek Nursery business; the business closed many years ago.

The applicant proposes to construct 12 buildings, one building will be an office with a caretaker's residence on the second floor, the other 11 buildings will be self-storage or mini-

storage. There will be a mix of one and two-story buildings. There will be 5 "rows" plus a somewhat square-shaped building of storage buildings because several buildings are attached. The "rows" run north-south and will step down the slope that runs west to east towards State Route 3. The project will be served by public water and an offsite septic system.

## **2. Project Request**

The applicant is requesting an Administrative Conditional Use Permit (ACUP) to construct 11 storage buildings for personal self-storage or mini-storage, totaling over 48,000 square feet, and a separate 2,400 square foot building that includes a 300 square foot office, 900 square foot storage area and 1,200 square foot caretaker's residence.

## **3. SEPA (State Environmental Policy Act)**

The State Environmental Policy Act (SEPA), found in Chapter 43.21C RCW (Revised Code of Washington), is a state law that requires the County to conduct an environmental impact review of any action that might have a significant, adverse impact on the environment. The review includes the completion of an Environmental Checklist by the applicant and a review of that checklist by the County. If it is determined that there will be environmental impacts, conditions are imposed upon the applicant to mitigate those impacts below the threshold of "major" environmental impacts. If the impacts cannot be mitigated, an environmental impact statement (EIS) must be prepared. The decision following environmental review, which may result in a Determination of Nonsignificance (DNS), Mitigated DNS, or the necessity for an EIS is called a threshold determination. A separate notice of the threshold determination is given by the County. If it is not appealed, it becomes part of the record as it was issued, since it cannot be changed by the Hearing Examiner.

Pursuant to WAC 197-11-355, the optional DNS process was utilized for this project. The SEPA Comment period previously occurred concurrent with the Notice of Application dated March 5, 2018. A Determination of Nonsignificance (DNS) was issued on September 17, 2018. SEPA noted the following conditions have been imposed and are listed under conditions 21-32, and 33, 34 at the end of this report: The proposal will be conditioned for Stormwater Control per Kitsap County Code Title 12 and for Critical Areas per Kitsap County Code Title 19.

The SEPA appeal period expired October 1, 2018. No appeals were filed; therefore, the SEPA determination is final.

## **4. Physical Characteristics**

The engineer determined the site is 3.26 acres not 3.29 as indicated on the Assessor's records. The property is developed with a single-family residence that is proposed to be removed. There are some evergreen trees on the southern half along the west property line, and a mix of trees and shrubs along portions of the perimeter of the site, and mostly shrubs and groundcover interior to the site. The site has moderate hazard areas; the site

slopes downward from west to east, with slopes ranging between 10 to 15% with an average slope of 12%. A majority of the site is within the Category II Critical Aquifer Recharge Areas.

**Table 1 - Comprehensive Plan Designation and Zoning**

Comprehensive Plan: Urban High Intensity Commercial Zone: Commercial	Standard	Proposed
Minimum Density	10 dwelling units per acre	Not applicable (NA)
Maximum Density	30 dwelling units per acre	
Minimum Lot Size	NA	NA
Maximum Lot Size	NA	NA
Minimum Lot Width	NA	NA
Minimum Lot Depth	NA	NA
Maximum Height	35 feet	2 stories, <35 feet
Maximum Impervious Surface Coverage	85%	~75,830 square feet 53.4%
Maximum Lot Coverage	NA	NA

Applicable footnotes: none

**Table 2 - Setback for Zoning District**

	Standard	Proposed
Front (West)	20 feet, WWTC 25 feet maximum	Building 1: 25 feet Buildings 2-10: >75 feet-230 feet Building 11: >280 feet Building 12: >100 feet
2nd Front (East, SR3) No access	20 feet	Buildings 1-9, 12: >60 feet-380 feet Building 10: >25 feet Building 11: ~95 feet
Side (North)	10 feet (20 feet when abutting residential zone) Doesn't abut residential zone	Buildings 1, 2, 5: 10 feet Buildings 3, 4: >140 feet Building 6: >35 feet Buildings 7, 8, 9: > 60 feet Building 10: >170 feet Building 11: ~40 feet

		Building 12: >220 feet
Side (South)	10 feet (20 feet when abutting residential zone) Doesn't abut residential zone	Buildings 1-9: >90 feet Building 10: >70 feet Building 11: >15 feet Building 12: ~90 feet

Applicable footnotes: 17.420.060(A)(33) Except for the height and density requirements reflected in Section 17.420.058, Silverdale regional center and design district density and dimension table, all development within the Silverdale design district boundaries must be consistent with the Silverdale Design Standards.

Waaga Way Town Center (WWTC) 10.5.1(B).

Buildings within the Regional Commercial, Highway Tourist Commercial and Business Center zones shall be located as close as possible to the street and sidewalk. Such buildings located nearest the Waaga Way Extension Road, connector roads or other public streets shall be setback a maximum of twenty-five (25) feet from these right-of-ways. No parking areas are permitted within this setback or between these roadways and any proposed buildings. For buildings not located at the street, the circulation drive and parking at the front of the building shall be designed with the look and feel of a street including, but not limited to street trees, street furniture, and/or sidewalks.

*Staff Comment: The closest building to Clear Creek Road NW complies with the minimum 20-foot and is located at the maximum 25-foot front setback requirement. It is not reasonable or appropriate for Buildings 2-12 to meet the maximum requirement. The frontage along State Route (SR) 3 doesn't provide access and it was not the intent of the subarea plan to have buildings close to this frontage as a result, otherwise it would have included SR 3 in the list of road classifications. In addition, there is an existing stormwater detention facility along the east front setback; therefore, it is not reasonable or feasible for Building 11 to comply with the maximum 25-foot front setback requirement.*

*The other WWTC standards will be covered in the analysis section below.*

**Table 3 - Surrounding Land Use and Zoning**

Surrounding Property	Land Use	Zoning
North	Single-family residence	Commercial (C)
South	Commercial businesses: Ferguson Waterworks, FIXE Auto Collision Repair, All Floors & More, Camp Bow Wow	Commercial (C)
East	Clear Creek Trail and Schold Farm	Park (P)

West	Undeveloped and single-family residences	Commercial (C)
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**Table 4 - Public Utilities and Services**

	Provider
Water	Silverdale Water District
Power	Puget Sound Energy
Sewer	Off-site septic system
Police	Kitsap County Sheriff
Fire	Central Kitsap Fire & Rescue
School	Central Kitsap School District #401

**5. Access**

Access to the site is from Clear Creek Road NW, a paved county road classified as an urban minor arterial. There is no direct access from State Route 3.

**6. Site Design**

One building for office on the main floor and a caretaker's residence on the second floor, and eleven mini-storage buildings. Some of the storage buildings are attached, with a mix of one-story and two-story buildings. Landscaping is generally around the perimeter of the site and at the ends of the buildings.

**7. Policies and Regulations Applicable to the Subject Proposal**

The Growth Management Act of the State of Washington, RCW 36.70A, requires that the County adopt a Comprehensive Plan, and then implement that plan by adopting development regulations. The development regulations must be consistent with the Comprehensive Plan. The Comprehensive Plan process includes public involvement as required by law, so that those who are impacted by development regulations have an opportunity to help shape the Comprehensive Plan which is then used to prepare development regulations.

Kitsap County Comprehensive Plan, adopted June 30, 2016

The following Comprehensive Plan goals and policies are most relevant to this application:

*Land Use*

*Policy 2*

*Support innovative, high quality infill development and redevelopment in existing developed areas within the Urban Growth Areas.*

*Policy 4*

*Minimize new one-story commercial development through zoning and design standards.*

*Economic Development*

*Policy 3*

*Provide a diverse mix and appropriate range of commercial, industrial and business land uses that will encourage economic activity capable of providing living-wage jobs and reasonably scaled to the needs of the community.*

*Policy 7*

*Encourage full utilization and development of industrially and commercially zoned areas.*

*Policy 8*

*Promote revitalization within existing developed industrial and commercial areas.*

*Environment*

*Policy 17*

*Safeguard the quality and quantity of long-term water supplies by identifying and protecting critical aquifer recharge areas, and utilizing Low Impact Development (LID) site planning principles to the greatest extent possible for reducing stormwater runoff.*

*Silverdale Sub Area Plan*

*Policy 5*

*In areas where vehicular transportation will continue to be the predominate mode of travel, ensure that access to rights-of-way and site design standards provide for safe and convenient access by the traveling public.*

*Policy 6*

*Support design standards that encourage provision of plazas, greens or other informal public meeting spaces with new development and redevelopment.*

*Policy 11*

*Facilitate the diversification and growth of the Silverdale area economic base through a range of appropriate commercial land use designations, adequate land supply, improved transportation infrastructure, active business recruitment, and business friendly policies and regulations.*

*Policy 14*

*Encourage full use and development of designated commercial and industrial areas prior to expanding those areas. Promote revitalization within existing developed areas to take advantage of the investment in existing buildings and infrastructure.*

*Policy 16*

*Provide adequate transportation infrastructure to serve a diverse range of commercial activity including retail, and tourism.*

*Policy 32*

*Develop and implement an effective transportation concurrency system that provides effective transportation infrastructure to support concurrent land use in growth and development.*

*Policy 39*

*Ensure that stormwater facilities provide adequate drainage and minimize flooding while protecting and enhancing the water quality and habitat value of streams, wetlands, lakes and Dyes Inlet.*

*Policy 40*

*Coordinate with private solid waste collection services to ensure adequate service capacity for planned growth.*

The County’s development regulations are contained within the Kitsap County Code. The following development regulations are most relevant to this application:

Code Reference	Subject
Title 12	Storm Water Drainage
Title 13	Water and Sewers
Title 14	Buildings and Construction
Title 17	Zoning
Chapter 18.04	State Environmental Policy Act (SEPA)
Title 19	Critical Areas Ordinance
Chapter 20.04	Transportation Facilities Concurrency Ordinance
Chapter 21.04	Land Use and Development Procedures

**8. Documents Consulted in the Analysis**

<u>Applicant Submittals</u>	<u>Dated or date stamped</u>
Administrative CUP Application	February 26, 2018
Environmental (SEPA) Checklist	February 26, 2018
Geological Assessment Report	May 3, 2018
Health District Commercial BC (revised)	August 10, 2018
Landscape Plan (revised)	August 10, 2018
Narrative: Project (revised)	August 10, 2018
Narrative: Subarea (revised)	August 10, 2018
Site Plan (revised)	August 10, 2018
 <u>Staff Communication</u>	 <u>Dated</u>
Dev. Services & Engineering Memo	September 17, 2018

**9. Public Outreach and Comments**

No public comments received to date.

Issue Ref. No.	Summary of Concern (See corresponding responses in the next table)	Comment Letter Exhibit Reference No.

Issue Ref. No.	Issue	Staff Response

**10. Analysis**

**a. Planning/Zoning**

The project proposal is to construct an approximately 50,000 square foot self storage facility that will include a 300 square foot office and 1,200 square foot caretaker's residence. Twelve buildings are proposed, some of which will be attached. It is anticipated that approximately 250 separate units will be available to rent. The storage facility will be accessible by storage unit renters via a coded gate, 7 days a week, 24-hours a day. Kitsap County Code defines a caretaker's residence at 17.110.150 "Caretaker's dwelling" means a single-family residence accessory to a commercial or industrial use intended for the purposes of providing supervision, maintenance or security of the property. Kitsap County Code defines self storage at 17.110.689 "Storage, self-service" means a building or group of buildings consisting of individual, self-contained units leased to individuals, organizations, or businesses for self-service storage of personal property. This definition excludes indoor storage, outdoor storage, vehicle and equipment storage, and hazardous materials storage. Kitsap County Code 17.410.044 Commercial, industrial, parks, and public facility zones use table indicates Use 540 Storage, self-service requires an Administrative Conditional Use Permit in the commercial zone (C), which is the zoning of the subject property. The C zone lists the following footnote numbers 19, 30, 48, 57, 101 but only footnote number 19 applies in this case. Kitsap County Code 17.410.050(A)(19) states "All development within the Silverdale Design District boundaries must be consistent with the Silverdale Design Standards". Requirements of the Silverdale Design District are covered below under the heading g. Design Districts/Requirements. Footnotes 30 references development in Kingston, 48 references urban levels of sewer service for subdivisions, single-family or multi-family developments, 57 applies to property that abuts a residential zone, and 101 references transitory accommodations and none of those elements apply to this project proposal.

Building No.	Uses	1st floor square feet	2nd floor square feet	Total square feet
1	Office (O), Storage (S), Caretaker's Residence (CR)	O 300 S 900	CR 1,200	2,400

Building No.	Uses	1st floor square feet	2nd floor square feet	Total square feet
2	Storage	1,650	No	1,650
3	Storage	400	No	400
4	Storage	820	No	820
5	Storage	3,400	3,400	6,800
6	Storage	650	No	650
7	Storage	4,050	4,050	8,100
8	Storage	3,380	3,380	6,760
9	Storage	3,380	3,380	6,760
10	Storage	1,600	No	1,600
11	Storage	7,000	7,000	14,000
12	Storage	250	No	250
	Total Office			300
	Total Caretaker's Residence			1,200
	Total Storage			48,690

**b. Lighting**

There is a light standard proposed at the entrance, adjacent to parking space 8, which is in the vicinity where Buildings 4 and 5 are attached, and adjacent to parking space 17, which is on the north side of Building 10.

**c. Off-Street Parking**

The applicant has shown 5 parking spaces in front of the office/caretaker's building and on two other levels, 3 spaces on the west side of Building 5, and 9 spaces the north side of Building 10 and west side Building 11, for an overall total of 17 spaces. It is also expected that some customers will temporarily park adjacent to their storage unit to load/unload items. The proposed number of parking spaces meet code requirements and are expected to be adequate for this project.

Kitsap County Code 17.490.020(H)(9) indicates when parking standards require 10 or more parking spaces, up to 30% may be compact car spaces as identified in Section 17.490.040. Compact spaces shall be clearly labeled on the parking space. The allowed number of compact spaces in this instance is 5; however, the applicant has shown 9 spaces based on dimensions indicated on the landscape plan, 3rd submittal, 08.10.2018. Site Development Activity Permit (SDAP) 18-00853 and the final landscape plan shall clearly show the parking dimensions, label all compact spaces, and compact spaces shall not exceed 30% of the total number of parking spaces provided.

**Table 5 - Parking Table**

Use Identified in 17.490.030	Standard	Required Spaces	Proposed Spaces/Existing Spaces
Self Storage	1 space per 3,000 gross square feet	50,190 square feet/3,000 = 17 spaces	17 spaces
Total		17 spaces	17 spaces

**d. Signage**

A monument sign is proposed at the entrance, but the specific design has not been provided. A sign permit will be required for the proposed sign.

**e. Landscaping**

A minimum of 15% of the site is required to be landscaped (KCC 17.500.025). The engineer has indicated 24,000 square feet of landscaping will be provided, which is almost 17% of the site.

The parking code at KCC 17.490.040 has additional landscaping requirements. Fifteen square feet per parking space is required, which results in 255 square feet, 17 parking spaces X 15 square feet/parking space = 255 square feet; this area is counted in the overall landscape requirement outlined above. The proposed parking islands and landscaping provided at the end of parking rows satisfy this requirement. One street tree shall be provided at the ends of each row of parking spaces, and a minimum of one street tree shall be provided for each fifteen spaces. The applicant has complied with these requirements as shown on the preliminary landscape plan, 3rd submittal, dated 08.10.2018.

There is also landscaping proposed to climb up trellises attached to the proposed buildings to break up the façade and building mass. The plantings associated with the trellises have not been shown on the landscape plan because the buildings have not been designed yet. As a result, the trellis plantings will need to be provided with each building permit.

The proposed 6-foot solid board fence along the north property line from the northwest corner for approximately 100 feet to the east shall be extended approximately 50 feet for a total of 150 feet to extend past Building 5. This is to provide appropriate screening to the residential use of the property to the north. Because the property to the north is zoned C, the same as the subject property, it is not appropriate to require a solid screening buffer, which is generally required between different uses. The landscape plan submitted with SDAP 18-00853 will be required to show the 150 feet dimension for the solid board fence.

All fire hydrants will be required on the landscape plan submitted with SDAP 18-00853.

The irrigation plan as submitted is sufficient for the proposed landscaping shown because the drip irrigation system will be installed after all the plants have been planted. However, separate irrigation treatment will be required for each building permit to demonstrate sufficient watering requirements for the trellis plantings.

A two-year maintenance bond will be required to ensure plant survivability after all landscaping is installed and approved as part of the SDAP and individual building permits. If any replanting is required, the bond shall be extended for another 2 years.

**Table 6 - Landscaping Table**

	Required	Proposed
Required Landscaping (Sq. Ft) 15% of Site	3.26 acres X 15% = 21,301 square feet	24,000 square feet, 16.9%
Required Buffer(s) 17.500.025		
North	Separation Buffer with a sight-obscuring fence	Separation Buffer and a 6-foot solid board fence
South	Roadside and Setback Area Buffer	Roadside and Setback Area Buffer
East	Roadside and Setback Area Buffer	Roadside and Setback Area Buffer
West	Roadside and Setback Area Buffer	Roadside and Setback Area Buffer
Street Trees	Yes	Shore Pine and existing evergreen trees

**f. Frontage Improvements**

Frontage improvements, including sidewalks, are not required due to existing topography conditions and the existing wide paved and striped shoulder provides adequate walking space for pedestrians and bicycle traffic.

**g. Design Districts/Requirements**

Waaga Way Town Center (WWTC)

**10.1 Physical Identity Elements & Opportunities**

The Waaga Way Town Center includes land that is largely undeveloped and underutilized. The district is located northwest of the Highway 3/303 interchange in Silverdale. The predominant development pattern is single family residences with existing commercial development along Provost, Old Frontier and Clear Creek Roads.

The neighborhood's natural and physical features include large forested areas, isolated wetland systems and moderate to steep slopes with views of downtown Silverdale and Dyes Inlet.

### 10.2 Design Intent

Waaga Way Town Center is intended to include a compatible mix of office/retail, business and residential uses. Developments in this area should be constructed in a coordinated park-like setting using landscaping and open spaces where appropriate. Businesses should be oriented toward pedestrian and bicycle pathways, transit facilities, recreational trails and gathering areas. Such development shall include an integrated system of pedestrian and bicycle pathways to ensure their compatibility with vehicular traffic in the area. Architecture shall be distinct and draw focus to business entrances and intersections with public streets and interior access roads.

The following standards and guidelines are intended to implement the goals and policies of the Silverdale Sub-Area Plan and the purpose of the commercial, industrial, business center and urban low residential (applies to urban low only when specifically noted) zoning districts (Kitsap County Title 17). The standards are a mandatory requirement and are intended to be used in conjunction with the requirements of Kitsap County Code. Certain guidelines are general in their nature in order to encourage unique and innovative site design solutions from the applicant and to provide a varied landscape in the county.

### 10.3 Design Principles

A. The Waaga Way Town Center shall be a pedestrian and bicycle-friendly environment built to a human-scale with convenient pathways, connecting buildings and parking lots in a landscaped setting.

*Staff Response: As noted by the applicant in their Silverdale Design Narrative, 3rd submittal dated 08.10.2018, the site has topographic challenges that generally average 10-12%. This creates access challenges as well as safety concerns for pedestrians and bicycles. In addition, a storage facility is generally accessed by tenants from a vehicle. There are appropriate sidewalks provided in front of the office and adjacent to parking areas next to buildings. The existing roadway shoulder provides adequate pedestrian and bicycle access should someone wish to travel to the storage facility, which is highly unlikely, or across the frontage of the site.*

B. Parking shall be located in dispersed lots, while avoiding large expansive areas of paved surfaces, where feasible. Parking areas shall include landscaped pedestrian and bicycle pathways that are protected from vehicular traffic. Development shall include low impact development techniques, where feasible.

*Staff Response: Parking is appropriately dispersed. Vehicles will likely park temporarily next to a storage unit when loading/unloading. Parking areas are generally landscaped at the end of a group of spaces and have a landscaped island interspersed between spaces. As noted above, only limited pedestrian sidewalks will be provided and no bicycle pathways, which is appropriate for the proposed storage facility development, but the site will provide landscaping throughout. There are appropriate sidewalks provided in front of the office and adjacent to parking areas next to buildings. Permeable pavement is planned for portions of the site where feasible to comply with low impact development techniques.*

C. Future development should avoid disturbance of the natural topography by retaining trees and natural features, where feasible. Development shall also incorporate natural vistas, such as views to Dyes Inlet, the Cascade Mountain range, and Clear Creek into the overall orientation of the development.

*Staff Response: Existing trees along Clear Creek Road will be retained and additional plantings added. Perimeter trees and vegetation will also be retained with additional plantings added where warranted. The buildings are proposed to "step down" the slope, which will keep the existing territorial views towards State Route 3 and the Clear Creek drainage.*

D. Interior access roads shall provide landscaped edges or medians.

*Staff Response: The interior access road will be landscaped along its perimeter to the extent possible. A landscaped median is not appropriate for the proposed development.*

E. Larger buildings shall be designed in a manner to have the exterior appearance from all public areas of several smaller buildings using architectural features or other methods.

*Staff Response: The proposed buildings will be built to have an exterior appearance of several smaller buildings by altering the roof heights, providing gables and/or parapets, and installing suspended entry covers.*

F. Buildings shall be architecturally distinct using multiple roof forms and elevations. Building scale and bulk shall be mitigated through the use of prominent architecture at corners, focal points and business accesses. The visual effect of expansive walls shall be broken up using wall treatments and/or horizontal articulation.

*Staff Response: The proposed buildings will be built using various roof forms and elevations. Self storage or mini storage buildings by their typical design where units are accessed from the building exterior are distinct from other buildings. Expansive*

*walls are proposed to be broken up by buildouts/porticos and/or suspended entry covers and trellises with climbing plants along the walls.*

G. Business center, industrial and commercial development patterns will protect and buffer adjacent residential developments with enhanced landscape features and other techniques.

*Staff Response: While no immediate surrounding properties are zoned residential, the abutting parcel to the north is developed with a single-family residence. The applicant will provide additional trees and a solid board fence along the north property line from the northwest corner to the east end of Building 5, which will provide adequate and reasonable protection to the existing residential use.*

H. Development shall use innovative and sustainable green building techniques, where feasible. Such techniques may include, but not limited to, energy-efficient construction, green roofs, and/or solar or geothermal energy production.

*Staff Response: The applicant plans to exceed the Washington State Energy Code, where feasible.*

I. Development adjacent to the Clear Creek Trail system shall be coordinated with these facilities with private open spaces and gathering places oriented towards them.

*Staff Response: The subject property is not adjacent to the Clear Creek Trail system.*

#### 10.4 Waaga Way Connector Roads

The Silverdale Sub-Area Plan, adopted on December 11, 2006 and amended on December 23, 2008, provides policy guidance on roadway design and location of connector roads to the Waaga Way Extension Road...The northern connector roads are identified as those north of the Waaga Way Extension Road, between Old Frontier and Clear Creek Roads. These northern roadways shall be designed, at minimum, consistent with Figure 10.2. The southern connector roads are identified as those south of the Waaga Way Extension Road and north of State Route 3 and, shall be designed, at minimum, as shown Figure 10.3...

*Staff Response: The subject property is not along one of the connector roads; no standards or guidelines apply.*

#### 10.5 Design Actions

##### 10.5.1 SITE DEVELOPMENT STANDARDS

A. To provide for a welcoming and accessible streetscape, primary building entrances shall be oriented toward pedestrian, bicycle and transit facilities.

*Staff Response: Access to this site is expected to be by personal vehicle. This project is not located adjacent to pedestrian, bicycle or transit facilities, except for the limited interior sidewalks. The site will provide appropriate landscaping that will be welcoming to tenants and the office's primary building entrance is oriented towards the sidewalk between the building and parking stalls.*

B. Buildings within the Regional Commercial, Highway Tourist Commercial and Business Center zones shall be located as close as possible to the street and sidewalk. Such buildings located nearest the Waaga Way Extension Road, connector roads or other public streets shall be setback a maximum of twenty-five (25) feet from these right-of-ways. No parking areas are permitted within this setback or between these roadways and any proposed buildings. For buildings not located at the street, the circulation drive and parking at the front of the building shall be designed with the look and feel of a street including, but not limited to street trees, street furniture, and/or sidewalks.

*Staff Response: The closest building to Clear Creek Road NW complies with the minimum front zoning setback of 20 feet and is located at the maximum 25-foot front setback requirement for the design district. It is not reasonable or appropriate for Buildings 2-12 to meet the maximum requirement. The frontage along State Route (SR) 3 doesn't provide access and it was not the intent of the subarea plan to have buildings close to this frontage as a result, otherwise it would have included SR 3 in the list of road classifications. In addition, there is an existing stormwater detention facility along the east front setback; therefore, it is not reasonable or feasible for Building 11 to comply with the maximum 25-foot front setback requirement. No parking is proposed within the setback area. For the most part, buildings are not located at the street because the site shape doesn't allow for it; however, landscaping with trees and shrubs has been provided adjacent to the circulation drive, parking areas and sidewalks to the greatest extent possible given the project proposal and site characteristics.*

C. Commercial development should provide spaces for civic interaction and frequently serve as public spaces. To make these more accessible and accommodating to the public, pedestrian plazas, street furniture and public open spaces shall be incorporated as site amenities whenever possible. The location and design of these spaces shall be integrated into the overall project design.

*Staff Response: A self storage or mini storage project isn't generally the type of commercial development that lends itself towards civic interaction. In addition, this site will be fenced to control access to the storage buildings to those that have already rented space to store their personal belongings. The applicant has proposed a bench near the access entrance and office, which is adequate to provide an opportunity for those coming to the site to interact.*

D. To create welcoming public spaces, establish character and increase accessibility and access to development, buildings on corner lots shall be located on the street corner with building frontage and prominent architectural design on both streets.

*Staff Response: This standard is not applicable. The subject property is not a corner lot.*

E. If buildings are not located at the corner intersections, monumentation shall be incorporated at key or focal intersections within or on the perimeter of developments to foster a sense of community identity and arrival. Monumentation shall be of an appropriate size, scale and design to accomplish this intent. Signage may be considered such monumentation if consistent with a master sign district regulations of KCC Chapter 17.445.

*Staff Response: This standard is not applicable. This site is not located at a key or focal intersection that warrants the monumentation outlined to foster a sense of community identity and arrival. This is a single development and as such doesn't meet the intent or criteria of a master sign district or plan either. It should also be noted that KCC Chapter 17.445 was revised to Chapter 510 after the Silverdale Design Standards were written. The subject lot has proposed a monument sign location near the entrance to the property to serve the single business.*

#### 10.5.2 ARCHITECTURAL AND BUILDING DESIGN AND HEIGHT STANDARDS

A. Building walls located along the Waaga Way Extension Road, connector roads or other public streets shall be horizontally articulated a minimum of five (5) feet every seventy-five (75) feet of their length.

*Staff Response: This standard is not applicable. There are no building walls located along Waaga Way Extension Road, connector roads or other public streets, except Building 1 and it is only 20 feet along Clear Creek Road.*

B. Any building wall greater than fifty (50) feet in length shall include one (1) or more of the following elements:

1. Transparent windows or doors.
2. Architectural treatments such as mosaic, glass block or similar features.
3. Trellis with climbing plants.
4. Display windows.
5. Other features that interrupt blank walls.

*Staff Response: The wall style will vary along the length of the building, trellises with climbing plants will be located at various points along walls, and porticos and/or suspended entry covers at various locations will provide elements that will interrupt*

*blank walls as indicated in the applicant's Silverdale Design Standards Narrative and attached exhibits. These elements will be required to be shown with the initial building permit for each of the 12 buildings. Attached buildings will be considered one building to determine the overall length.*

C. All buildings located nearest a full-motion access intersection with a connector road and/or the Waaga Way Extension Road shall include prominent architecture at the corner facing the intersection.

*Staff Response: This standard is not applicable. The subject property is not located at an intersection with a connector road or the Waaga Way Extension Road.*

D. Uses greater than 10,000 square feet in size shall include prominent architecture at their entrance.

*Staff Response: Building 11 is proposed to be 14,000 square feet and is the only building that would be greater than 10,000 square feet. The actual design of the building has not been determined, but any building that is greater than 10,000 square feet will be conditioned to comply with this requirement.*

E. Buildings less than or equal to 10,000 square feet in size shall include a minimum of two roof/façade elevations.

*Staff Response: All buildings except Building 11 are shown to be less than 10,000 square feet. The applicant has indicated the required buildings will be designed to provide the required two roof/façade elevations as indicated in the applicant's Silverdale Design Standards Narrative and attached exhibits. All buildings except Building 11 will be conditioned to comply with this requirement.*

F. Buildings between 10,000 and 25,000 square feet in size shall include a minimum of three roof/façade elevations.

*Staff Response: Building 11 is proposed to be two-story, each story would be 7,000 square feet for a total of 14,000 square feet and is the only building that would fall between 10,000 and 25,000 square feet. The applicant has indicated he may decide to only construct Building 11 as a single-story. The actual design of the building has not been determined, but any building that falls between 10,000 and 25,000 square feet will be conditioned to comply with this requirement.*

G. Buildings 25,000 square feet or greater in size shall include a minimum of four roof/façade elevations.

*Staff Response: This standard is not applicable. As proposed, none of the 12 buildings is 25,000 square feet or greater.*

H. Buildings shall integrate awnings, overhangs or other rain protection features when abutting pedestrian amenities.

*Staff Response: Buildings 1, 5 and 11 have sidewalks next to the building and will be required to provide rain protection features over the sidewalk areas. The applicant has indicated he plans to provide all buildings with covered entrances, where feasible, as indicated in the applicant's Silverdale Design Standards Narrative and attached exhibits. It may be required depending on the actual building design to require the suspended entry cover as indicated in the Narrative's Exhibit B to also break up wall expanses as outlined in 10.5.2(B) above.*

I. Height shall be consistent with the requirements of Kitsap County Code.

*Staff Response: The applicant has indicated in the Silverdale Design Standards Narrative that all the buildings will be constructed less than 35 feet in height.*

#### 10.5.4 VEHICULAR CIRCULATION & PARKING STANDARDS

A. Parking lots shall be integrated in such a manner as to encourage pedestrian and bicycle access to the development, connect uses to the street and decrease the distance between adjacent developments.

*Staff Response: Due to the steep slopes, proposed development, and interspersed parking it doesn't warrant integrating "parking lots" to encourage pedestrian and bicycle access to the development. As indicated earlier, there is adequate shoulder access on Clear Creek Road should a pedestrian or cyclists want to access the development or transverse the site. However, it is highly unlikely given the project proposal for a pedestrian or cyclist to visit the property. The proposed access provides connection to the street and the project "parking lot" is not able to decrease the distance between adjacent developments. Access from Clear Creek Road provides adequate access to adjacent developments.*

B. The multi-modal circulation system and parking shall be designed as an extension of the street system to provide a connection to the street and to draw users onto the site. This shall be accomplished through the use of continuous sidewalks, bicycle pathways, landscaping, utilization of the street elevation, the use of parallel and/or angle parking and the use of driveways and circulation drives as mid-block connections, where feasible.

*Staff Response: Due to existing topography, providing sidewalks in the general vicinity was determined to not be feasible for the property to the south, which is*

*undergoing redevelopment and the subject property. There is no sidewalk in the general vicinity to connect to. As indicated earlier, this storage project is such that drawing pedestrian or cyclist users onto the site is not likely to occur given the proposed use. The existing roadway shoulder on Clear Creek Road can accommodate multi-modal circulation to and across the site.*

C. In order to reduce the amount of land devoted to surface parking, shared parking between users is encouraged. Users with differing peak periods such as offices and movie theaters are especially suitable for shared parking. Shared parking may count for up to 40% of required minimum number of spaces.

*Staff Response: This project is not suitable to provide shared parking. Because renters will be able to access the site 7 days a week, 24 hours a day, parking needs are expected to be spread throughout the day and week. The project was only required to provide 17 spaces based on the total square footage of the project and based on the standard for storage. In addition, renters are likely to park next to the rental unit when possible. As a result, additional parking for the office and caretaker's residence was deemed excessive. Therefore, land devoted to surface parking is considered reduced to the extent feasible for the project.*

D. Common driveways between users are strongly encouraged wherever possible in order to reduce curb cuts and the frequency of automobile traffic interrupting pedestrian and bicycle infrastructure. All curb cuts shall be as narrow as safety allows in order to reduce the distance pedestrians must cross.

*Staff Response: The site near the south property line does incorporate shared access for 2 parcels to the south, but that access could not accommodate this project due to topography and other project requirements. The access point is the minimum necessary to provide the required safe commercial access.*

E. To provide greater opportunity for pedestrian and bicycle interconnectivity and to prevent automobiles from having to use the public street system to travel between adjacent developments, parking and pedestrian and bicycle circulation shall be designed to accommodate connections between developments, where feasible.

*Staff Response: Based on the existing, proposed and anticipated future uses and existing site characteristics, access by pedestrians and cyclists is unlikely and new or additional interconnectivity between the subject property and properties to the south or north is not feasible.*

F. For properties zoned Regional Commercial, Highway Tourist Commercial, Urban Low Residential or Business Center, a minimum of a 15-foot landscaping buffer is required along the Waaga Way Extension Road, all connector roads and other public streets.

Vegetation shall include street trees and shrubbery. Irrigation may be required based upon the species of vegetation installed. The uses allowed within this buffer include utilities, street lighting, gathering areas, pedestrian and bicycle access, transit facilities and vehicular access to the overall development.

*Staff Response: The subject property was zoned Highway Tourist Commercial (HTC) when the WWTC district went into effect., but the HTC zone no longer exists, and the property's zoning has changed to Commercial (C). The applicant satisfies the minimum requirement stated here and to comply with Kitsap County Code 17.500 the applicant will be required to landscape the required minimum front setback area of 20 feet and has complied with this requirement as shown on the preliminary landscape plan, 3rd submittal, dated 08.10.2018. Existing vegetation in the front setback area and roadside buffer will be retained and enhanced with additional trees and shrubbery. Irrigation of the area and overall site has been demonstrated on the referenced landscape plan.*

G. For properties zoned Industrial, a 25-foot screening buffer is required along the Waaga Way Extension Road, all connector roads and other public streets. Vegetation shall include evergreen trees and other vegetation to provide adequate functional screening of the uses on site.

*Staff Response: This standard is not applicable; the subject property is not zoned Industrial.*

H. Rows of parking stalls shall include a planting strip every ten (10) stalls protected by a vertical curb. Such a strip shall be five (5) feet in width and include a minimum of one (1) tree and other shrubbery. Irrigation may be required based upon the species of vegetation installed.

*Staff Response: A planting island has been shown as required; Kitsap County Code 17.490 has additional landscaping requirements for parking areas. The applicant has demonstrated compliance with code and design district requirements as shown on the preliminary landscape plan, 3rd submittal, dated 08.10.2018.*

I. Parking stalls abutting a building frontage shall include an planting strip every six (6) stalls protected by a vertical curb. Such a strip shall be a minimum of five (5) feet in width and include a minimum of one (1) tree and other shrubbery. Irrigation may be required based upon the species of vegetation installed.

*Staff Response: Only one building frontage has at least 6 stalls. The required planting strip has been shown on the preliminary landscape plan, 3rd submittal, dated 08.10.2018. The required irrigation has also been shown on the referenced plan.*

J. In order to reduce the growth of surface parking which results in decreased intensity of uses, increased sprawl and separation of uses and anti-pedestrian environments, the amount of surface parking shall be limited to no more than one hundred percent (100%) of the required minimum amount. Any parking in excess of the 100% required minimum must be located within a parking structure(s).

*Staff Response: The applicant has provided no more than 100% of the parking requirement for a self storage facility. Furthermore, the applicant was not required to add separate additional parking for the office or caretaker's residence, both those uses were included in the overall square footage for the storage facility or 50,190 square feet divided by 1 parking stall/3,000 square feet = 16.73 or 17 stalls.*

#### 10.5.5 PEDESTRIAN INFRASTRUCTURE STANDARDS

A. Pedestrian linkages shall be designed to provide the most direct route to the transportation infrastructure. Linkages should be a continuation of the infrastructure to reduce dead-end paths and encourage users to the development. Consideration shall be given to off-site destinations in the design of the system.

*Staff Response: There is no separate pedestrian linkages such as sidewalks along the existing transportation infrastructure and as detailed earlier, none are required for this project.*

B. Pedestrian and bicycle pathways shall be coordinated both on-site and within adjacent developments, where feasible. Such pathways are required through the site connecting buildings or parking lots. At minimum, one (1) pathway shall be located every two (2) aisles of parking stalls. Such pathways shall be a minimum of five (5) feet in open width if serving only pedestrian traffic and ten (10) feet in open width if serving both pedestrian and bicycle traffic. Such pathways shall be aligned with building entrances and, where feasible, and landscaped on both sides including a row of trees protected from vehicle traffic by a vertical curb. All pedestrian and bicycle pathways and crossings of vehicle lanes shall be delineated with a distinct surfacing different from the driving areas in color, texture and composition.

*Staff Response: Pedestrian and bicycle pathways are not required in this instance and applies to on-site and with adjacent developments. There is not a reason for rental unit customers to go to another building, they only need to go where their rental unit is located. It is also not appropriate for customers to visit other buildings. There are not multiple aisles of parking stalls warranting anything other than the sidewalks already shown next to parking stalls adjacent to Buildings 1, 5 and 11 on the site plan, 3rd submittal, dated 08.10.2018.*

C. Amenities such as benches, sitting areas, art, pedestrian squares and varied building facades shall be provided along pedestrian routes to add interest and convenience to

the user. These amenities shall share a common construction with the pedestrian and bicycle pathways in color, texture and composition.

*Staff Response: A bench has been shown in the landscaped front setback where a pedestrian could access the property and near the office located in Building 1. Varied building facades will be provided as indicated by the applicant in their Silverdale Design Standards Narrative and attached exhibits and will be required as part of each initial building permit.*

D. To provide for convenience, pedestrian and bicycle facilities along building frontages and developments shall incorporate rain protection and boulevard landscaping whenever possible. When such facilities are provided, special attention should be given to ensure safety, security and convenience by not creating enclosed spaces that may shelter potential criminal activity. Appropriate lighting shall be incorporated whenever possible.

*Staff Response: The applicant has outlined in their Silverdale Design Standards Narrative and attached exhibits that they will incorporate rain protection features above the sidewalks and along building frontages. No boulevard feature is proposed; therefore, boulevard landscaping is not possible.*

*Three light standard locations, one at the entrance, one near the southwest end of Building 5 and south of parking space 8, and one on the north side of Building and on the south side of parking space 17, have been shown on the landscape plan, 3rd submittal, dated 08.10.2018. The "cut sheet" for the proposed light standard shall be submitted with SDAP 18-00853. It is anticipated that lighting will also be provided on each building. Building lighting shall be shown on the initial building permit for each building. Exterior lighting needs to be fully recessed or fully shielded from side view and directed downward and away from surrounding properties. No more than one foot-candle of illumination shall leave the property boundary.*

#### 10.6 INCORPORATION OF LOW-IMPACT DEVELOPMENT TECHNIQUES

Development within the Waaga Way Town Center shall utilize low-impact development techniques allowed by Kitsap County Code, where feasible. Through the incorporation of low-impact development techniques, site amenities such as landscaping and buffers may be designed and calculated as stormwater facilities.

*Staff Response: The project has proposed footing drains connected to the main storm drainage conveyance system flowing to the existing detention pond, and pervious pavement with underdrains to collect interflow as low-impact development techniques. There is an existing bioswale feature, which is the only landscaped amenity that is included as part of the stormwater facility.*

**10.7 MODIFICATIONS ALLOWED THROUGH SILVERDALE DESIGN COMMITTEE REVIEW**  
Once established by the County, applicants may request review by the Silverdale Design Committee to address site-specific project modifications to these standards. Such modifications may be requested to:

- a. Address site constraints such as topography or critical areas that make specific design standards infeasible in the area in which they are required; and/or
- b. Allow for innovative and sustainable development techniques.
- c. Allow for deviations from the standards set forth herein as long as sections 10.2 and 10.3 are achieved.

An applicant must show such modifications maintain the district's design intent and principles and are consistent with other applicable sections of Kitsap County Code Title 17 (Zoning).

*Staff Response: The applicant requested modification to pedestrian and bicycle interconnectivity, which was outlined earlier. The modifications were approved due to topography constraints. In addition, a storage facility is not expected to generate pedestrian or bicycle traffic; therefore, sections 10.2 and 10.3 have been determined to be achieved.*

**h. Development Engineering/Stormwater**

Stormwater facilities, consisting of a large 2-cell detention pond, were previously constructed and were sized to accommodate this development. These stormwater facilities satisfy requirements for water quality and water quantity. Additional Low Impact Development stormwater features are proposed, consisting of footing drains connected to the main storm drainage conveyance system flowing to the existing detention pond, and pervious pavement with underdrains to collect interflow.

**i. Environmental**

The site has moderate hazard areas; the site slopes downward from west to east, with slopes ranging between 10 to 15% with an average slope of 12%.

A majority of the site is within the Category II Critical Aquifer Recharge Areas. The proposed use, mini-storage or self-storage is not identified as "activities with potential threat to groundwater" at KCC 19.600.620; therefore, a hydrogeological report is not needed for this project. Furthermore, this project will be conditioned to prohibit any "activities with potential threat to groundwater" without additional review and approval by the Kitsap County Department of Community Development.

**j. Access, Traffic and Roads**

Access to the site is from Clear Creek Road NW, a paved county road classified as an urban minor arterial. There is no direct access from State Route 3.

Traffic generation for the proposed activity is estimated at 103 average daily trips (ADT).

**k. Fire Safety**

Fire flow is required for this project. All storage buildings 2,500 square feet and greater will be required to be equipped with an automatic sprinkler system.

**l. Solid Waste**

The project will be required to have a trash receptacle commensurate with the use and 150 square feet of exterior recyclable materials storage area. All receptacles must be screened on at least 3 sides. It appears Building 2 will need to be reduced in size to accommodate the required solid waste area.

**m. Water/Sewer**

Public water is provided to the site by the Silverdale Water District.

An off-site community septic system, located to the south of the subject property on tax parcel 092501-3-041-2002, will provide sewage treatment for the office and caretaker's residence.

**n. Kitsap Public Health District**

The Health District approved the general concept for sewage treatment and public water but cannot approve the Commercial Building Clearance until the existing on-site well and septic system have been properly decommissioned. This is required prior to approval of SDAP 18-00853.

**11. Review Authority**

The Director has review authority for this Administrative Conditional Use Permit application under KCC, Sections 17.540.020 and 21.04.100. The Kitsap County Commissioners have determined that this application requires review and approval of the Director. The Director may approve, approve with conditions, or deny an Administrative Conditional Use Permit.

**12. Findings**

1. The proposal is consistent with the Comprehensive Plan.
2. The proposal complies or will comply with requirements of KCC Title 17 and complies with or will comply with all of the other applicable provisions of Kitsap County Code and all other applicable regulations, including all applicable development standards and design guidelines, through the imposed conditions outlined in this report.
3. The proposal is not materially detrimental to existing or future uses or property in the immediate vicinity.
4. The proposal is compatible with and incorporates specific features, conditions, or revisions that ensure it responds appropriately to the existing character, appearance,

quality or development, and physical characteristics of the subject property and the immediate vicinity.

### **13. Recommendation**

Based upon the analysis above and the decision criteria found in KCC 17.540.040.A, the Department of Community Development recommends that the Administrative Conditional Use Permit (ACUP) request for Hansen Self Storage be **approved**, subject to the following 47 conditions:

#### **a. Planning/Zoning**

1. All required permits shall be obtained prior to commencement of land clearing, construction and/or occupancy.
2. This project shall be consistent with the Silverdale Design Standards. At a minimum the project shall comply with:
  - a. Building 1 shall not be setback more than 25 feet from the west property line. It shall also comply with the minimum zoning setback of 20 feet from the west property line.
  - b. Any building wall greater than fifty (50) feet in length shall include one (1) or more of the elements required at Waaga Way Town Center 10.5.2(B). Attached buildings shall be considered one building to determine the overall length. As indicated on the CUP site plan this applies to all buildings, Buildings 1-12.
  - c. Any building that is greater than 10,000 square feet shall include prominent architecture at their entrance. As indicated on the CUP site plan this applies to only one building, Building 11.
  - d. Any building less than or equal to 10,000 square feet shall include a minimum of two roof/façade elevations. As indicated on the CUP site plan this applies to all buildings except Building 11. As a result, Buildings 1-10 and 12 shall provide two roof/façade elevations.
  - e. Buildings between 10,000 and 25,000 square feet shall include a minimum of three roof/façade elevations. As indicated on the CUP site plan this applies to only one building, Building 11. Building 11 shall provide three roof/façade elevations.
  - f. All sidewalk areas shall provide rain protection features, which is indicated next to Buildings 1, 5 and 11 on the CUP site plan. All other buildings may also require rain protection features to break up the wall massing and character as part of 2b above.
  - g. The building elevation and wall treatment for all 4 sides for each building shall be provided with the initial building permit and subsequent permits that impact the building exterior.
  - h. The building elevations shall clearly demonstrate the roof elevation changes.
  - i. The building height for each elevation shall be indicated on each building permit. The building elevation shall not exceed 35 feet.

3. This permit shall comply with all Kitsap Public Health District regulations and conditions of approval.
4. No outside storage is allowed.
5. Artificial outdoor lighting shall be arranged so that the lighting is fully recessed or fully shielded from side view and directed downward and away from surrounding properties. No more than one foot-candle of illumination shall leave the property boundary. Lighting shall be the minimum necessary for safety purposes and be compatible with the character of the area and surrounding properties. Light standards (poles) shall not exceed 20 feet in height.
6. The "cut sheet" for the proposed light standard shall be submitted with SDAP 18-00853.
7. Exterior building lighting locations shall be shown on the site plan and building elevations for the initial building permit for each building. The light fixtures "cut sheets" shall be submitted with the initial building permit.
8. The Site Development Activity Permit (SDAP) shall clearly show the parking dimensions, label all compact spaces, and compact spaces shall not exceed 30% of the total number of parking spaces provided.
9. A final landscape plan shall be submitted with SDAP 18-00853. The final landscape plan shall comply with Kitsap County Code (KCC) 17.500 and Silverdale Design Standards for district Waaga Way Town Center (WWTC). In addition to the information shown on the preliminary landscape plan, 3rd submittal dated 08.10.2018, the final landscape plan shall also show:
  - a. The location of fire hydrants.
  - b. The 6-foot solid board fence along the north property line from the northwest corner for approximately 150 feet to the east to extend past Building 5.
  - c. Parking space dimensions, label all compact spaces, and compact spaces shall not exceed 30% of the total number of parking spaces provided or 5 spaces based on 17 spaces proposed.
10. Trellises with climbing plantings shall be required for each building façade greater than 50 feet in length. Attached buildings shall be considered and measured as one building. The approved final landscape plan and a separate landscape plan that shows the trellises and climbing plants shall be submitted with each building permit.
11. Landscaping shall be installed and maintained in conformance with the requirements of Kitsap County Code (KCC) 17.500. Landscaping shall be installed and inspected prior to requesting a final inspection, or guaranteed by means of an assignment of funds or bonded in the amount of 150 percent of the cost of installation.
12. A two-year maintenance bond shall be required after all landscaping is installed and prior to final construction plan approval. The maintenance bond shall remain in effect until 2 years after the last building permit to construct the 11 storage buildings receives final approval. If any replanting is required, the bond shall be

- extended for another 2 years. The maintenance bond shall be 25% of the bid amount for the final approved SDAP landscape plan.
13. Any and all signage design and location (including exempt signs) shall comply with Kitsap County Code (KCC) 17.510, and be reviewed and approved by the Department of Community Development prior to installation. Signage may require a separate permit.
  14. The recipient of any administrative conditional use permit shall file a Notice of Land Use Binder with the county auditor prior to any of the following: initiation of any further site work, issuance of any development/construction permits by the county, or occupancy/use of the subject property or buildings thereon for the use or activity authorized. The Notice of Land Use Binder shall serve both as an acknowledgment of and agreement to abide by the terms and conditions of the administrative conditional use permit and as a notice to prospective purchasers of the existence of the permit. The Binder shall be prepared and recorded by the Department at the applicant's expense.
  15. The uses of the subject property are limited to the uses proposed by the applicant and any other uses will be subject to further review pursuant to the requirements of the Kitsap County Code (KCC). Unless in conflict with the conditions stated and/or any regulations, all terms and specifications of the application shall be binding conditions of approval. Approval of this project shall not, and is not, to be construed as approval for more extensive or other utilization of the subject property.
  16. The decision set forth herein is based upon representations made and exhibits contained in the project application #18-00850 Hansen Self Storage ACUP. Any change(s) or deviation(s) in such plans, proposals, or conditions of approval imposed shall be subject to further review and approval of the County and potentially the Hearing Examiner.
  17. The authorization granted herein is subject to all applicable federal, state, and local laws, regulations, and ordinances. Compliance with such laws, regulations, and ordinances is a condition to the approvals granted and is a continuing requirement of such approvals. By accepting this/these approvals, the applicant represents that the development and activities allowed will comply with such laws, regulations, and ordinances. If, during the term of the approval granted, the development and activities permitted do not comply with such laws, regulations, or ordinances, the applicant agrees to promptly bring such development or activities into compliance.
  18. This Administrative Conditional Use Permit approval shall automatically become void if no development permit application is accepted as complete by the Department of Community Development within four years of the Notice of Decision date or the resolution of any appeals.
  19. Any violation of the conditions of approval shall be grounds to initiate revocation of this Administrative Conditional Use Permit.

**b. Development Engineering**

20. Construction plans and profiles for all roads, storm drainage facilities and appurtenances prepared by the developer's engineer shall be submitted to Kitsap County for review and acceptance. No construction shall be started prior to said plan acceptance.
21. The information provided demonstrates this proposal is a Large Project as defined in Kitsap County Code Title 12, and as such will require a Full Drainage Site Development Activity Permit (SDAP) from Development Services and Engineering.
22. Stormwater quantity control, quality treatment, and erosion and sedimentation control shall be designed in accordance with Kitsap County Code Title 12 effective at the time the Administrative Conditional Use Permit application was deemed complete, February 26, 2018. The submittal documents shall be prepared by a civil engineer licensed in the State of Washington. The fees and submittal requirements shall be in accordance with Kitsap County Ordinances in effect at the time of SDAP application.
23. Should the proponent propose phasing of the project, a phasing plan shall be submitted to Development Services and Engineering for review and approval. The phasing plan shall, as a minimum, address the following items:
  - a. Time tables indicating the anticipated time between initial site grubbing/grading activity and the completion of construction, including site stabilization of that specific phase.
  - b. The extent of drainage improvements to be installed during the various phases.
24. The site plan indicates that greater than 1 acre will be disturbed during construction. This threshold requires a National Pollutant Discharge Elimination System (NPDES) Stormwater Construction permit from the State Department of Ecology. More information about this permit can be found at: <http://www.ecy.wa.gov/programs/wq/stormwater/construction/> or by calling Josh Klimek at 360-407-7451, email [joshklimek@ecy.wa.gov](mailto:joshklimek@ecy.wa.gov). This permit is required prior to issuance of the SDAP.
25. During the construction of the proposed permeable pavement infiltration facilities, the Project Engineer shall provide an inspection to verify that the facilities are installed in accordance with the design documents and that actual soil conditions encountered meet the design assumptions. The Project Engineer shall submit the inspection report properly stamped and sealed with a professional engineer's stamp to Development Services and Engineering.
26. The design of the infiltration facilities will be accordance with Volume II, Chapter 5 of the Kitsap County Stormwater Design Manual.
27. The infiltration facilities shall remain off line until the drainage areas are stabilized and the water quality treatment facility is adequately established. Temporary erosion and sedimentation ponds shall not be located over infiltration facilities. In addition, retention ponds shall not be utilized as

temporary erosion and sedimentation control ponds.

28. During the construction of the proposed infiltration facilities, the Project Engineer shall provide an inspection to verify that the facilities are installed in accordance with the design documents and that actual soil conditions encountered meet the design assumptions. The Project Engineer shall submit the inspection report properly stamped and sealed with a professional engineer's stamp to Development Services and Engineering.
29. The owner shall be responsible for maintenance of the storm drainage facilities for this development following construction. Before issuance of Occupancy Permits for this development, the person or persons holding title to the subject property for which the storm drainage facilities were required shall record a Declaration of Covenant that guarantees the County that the system will be properly maintained. Wording must be included in the covenant that will allow the County to inspect the system and perform the necessary maintenance in the event the system is not performing properly. This would be done only after notifying the owner and giving him a reasonable time to do the necessary work. Should County forces be required to do the work, the owner will be billed the maximum amount allowed by law.
30. If the project proposal is modified from that shown on the submitted site plan submitted May 30, 2018, Development Services and Engineering will require additional review and potentially new conditions.
31. This project includes the construction of rock walls or other retaining facilities that either exceed four feet in height or sustain a surcharge. A separate building permit with an engineered design is required for such walls. This note shall be placed on the face of the final construction drawings.
32. Rock and retaining walls shall meet all applicable setback requirements of Vol. II, Chapter 9 of the Kitsap County Stormwater Design Manual.

**c. Environmental**

33. No uses that are identified as "activities with potential threat to groundwater" at Kitsap County Code 19.600.620 shall occur prior to amending this Administrative Conditional Use Permit.
34. This project shall follow the recommendations of the Geological Assessment Report (Hart, 5/3/18). No buffers or setbacks are required, but any changes to the plans under SDAP review may require additional geologic assessment.

**d. Traffic and Roads**

35. Submit an Application for Concurrency Test (KCPW Form 1601) as required by Chapter 20.04.030, Transportation Concurrency, of the Kitsap County Code. The KCPW 1601 form reserves road capacity for the project.
36. All traffic control devices on public and private roads shall comply with the Manual on Uniform Traffic Control Devices as amended by the Washington

Administrative Code. This is in accordance with 23 Code of Federal Regulations (CFR), Part 655.

37. All rights of access for adjoining properties currently in existence shall be preserved. Any amendment to the existing easement rights of adjoining property owners shall be properly executed and recorded prior to Site Development Activity Permit approval.
38. The property owners shall be responsible for maintenance of all landscaping within the existing and proposed right-of-way including any structures other than roadway, storm drainage facilities, and traffic signage. Maintenance shall include, but not be limited to, mowing of lawn areas. A note to this effect shall appear on the face of the accepted construction plans. In addition, Development Services and Engineering reserves the right to require that covenants be recorded to address special maintenance requirements depending on final design.
39. Submit plans for construction of the road approach between the edge of existing pavement and the right-of-way line at all intersections with county rights-of-way. Approaches shall be designed in accordance with the Kitsap County Road Standards as established in Chapter 11.22 of the Kitsap County Code. Existing approaches may need to be improved to meet current standards.
40. Any required sidewalk shall be constructed prior to roadway paving. This note shall appear on the face of the final construction drawings.
41. All work, equipment and materials for traffic signal and street lighting installations shall meet and be in compliance with all requirements of the Kitsap County Road Standards, Project Contract Provisions of Plans and Specifications accepted for construction by Kitsap County, MUTCD Manual on Uniform Traffic Control Devices, NEMA National Electrical Manufacturer's Association, NEC National Electrical Code, WSDOT Standard Specifications and Standard Plans, and the Occupational Safety and Health Administration (OSHA).
42. Prior to completion of the SDAP 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. Apart from the Site Development Activity Permit (SDAP), the Right of Way permit may require extra work to comply with current Washington State Department of Transportation or Kitsap County Road Standards. You may contact Kitsap County Public Works, Right-of-Way Division at (360) 337-5777 to obtain a Right-of-Way permit.

**e. Fire Safety**

43. All storage buildings 2500 square feet and greater will be required to be equipped with an automatic sprinkler system.

**f. Solid Waste**

44. Prior to SDAP approval, Waste Management (360) 674-3166 shall be contacted for information on implementing the solid waste/recycling storage requirements influenced by the service provider (e.g. dumpster size and location) for the project. Pay particular attention to the access requirements of collection trucks. Documentation shall be provided from the solid waste/recycling service provider that their requirements for this project have been met.
45. The SDAP submittal shall show solid waste dumpster location, method for securing the enclosure gates in an open position and pad sizes on the civil plans submitted for approval. Details of the enclosure, including interior dimensions, building materials and lighting must be included with the civil plans prior to final approval. These details may be architectural drawings attached to the civil plans. Provided area must accommodate a minimum 6-yard dumpster.
46. The SDAP submittal shall show that at least 150 square feet of exterior recyclable materials storage space for the project. Describe collection containers and show their locations, method for securing the enclosure gates in an open position and pad dimensions on the civil plans submitted for approval. Details of the enclosure, including interior dimensions, building materials and lighting must be included with the civil plans prior to final approval. These details may be architectural drawings attached to the civil plans.

**g. Kitsap Public Health District**

47. The existing well and septic tank shall be properly decommissioned prior to SDAP approval.

**Report prepared by:**

  
\_\_\_\_\_  
Meg Sands, Staff Planner / Project Lead

27 September 2018  
Date

**Report approved by:**

  
\_\_\_\_\_  
Shawn Alire, Department Manager / Supervisor

9/27/2018  
Date

**Attachments:**

Attachment A – Zoning Map

CC: Applicant/Owner email: entkessler@gmail.com  
Engineer email: kegelengineering@gmail.com  
Interested Parties: none identified to date  
Kitsap County Health District, MS-30  
Kitsap County Public Works Dept., MS-26  
DCD Staff Planner: Meg Sands





# ATTACHMENT A - ZONING MAP

RP

P

PETERSEN LN NW

STATE HWY 3 NW

CLEAR CREEK RD NW

CLEAR CREEK CT NW

NW BLISSFUL LN

C

BC

RANDOM PL NW

C

## Legend

### Kitsap County Zoning Designations

RP - Rural Protection (1 DU/10 Ac)

BC - Business Center

C - Commercial (10-30 DU/Ac)

P - Park

Subject Parcel(s)

Real Property Tax Accounts

### Street Center Lines

State Highway

Collector / Arterial

Local Access; Local Road

