



Notice of Administrative Decision

Date: 04/16/2019

To: JWJ Group LLC, john@jwgroup.com
Trish Walton, twalton@nloslon.com
Interested Parties and Parties of Record

RE: **Permit Number:** 18-05307
Project Name: SS #7443 – Steele Creek Preliminary Short Plat
Type of Application: Preliminary Short Plat

THE DECISION OF THE DEPARTMENT IS FINAL, UNLESS APPEALED TO THE KITSAP COUNTY HEARING EXAMINER 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 DCD's website: <https://www.cognitofirms.com/KitsapCounty1/AppealObjectionOfAnAdministrativeDecision>.

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 is 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 DCD is open Monday to Thursday from 8:00am to 4:00pm and on Friday from 9:00am to 1:00pm except holidays.

CC: Applicant: JWJ Group LLC, john@jwgroup.com
Owner: HARBOR CUSTOM HOMES LLC, sterling@harborcustomhomes.com
Authorized Agent: Holly Blinn, hsblinn@gmail.com
Engineer: NL OLSON & ASSOCIATES INC - nlolson2@nlolson.com
Project Representative: Trish Walton, twalton@nlolson.com
Health District
Public Works
Parks
Kitsap Transit
Central Kitsap Fire District
Central Kitsap School District
Puget Sound Energy
Water Purveyor

18-05307 SS #7443 – Steele Creek Preliminary Short Plat
04/16/2019

Sewer Purveyor
Point No Point Treaty Council
Suquamish Tribe
Port Gamble S'Klallam Tribe
WA Dept of Fish & Wildlife
WA State Dept of Ecology-SEPA
Interested Parties: None



Kitsap County Department of Community Development

April 16, 2019

Harbor Custom Homes LLC
11505 Burnham Drive NW STE 301
Gig Harbor, WA 98332-9173

Sterling@harborcustomshomes.com

RE: Short Subdivision #7443 (Steele Creek Preliminary Short Subdivision)
Permit No. 18-05307
Tax Account No. 232501-1-062-2002

Dear Sterling:

This is to inform you that the above-referenced short subdivision has been granted **preliminary** approval.

This decision is in compliance with Kitsap County Code 21.04 Land Use and Development Procedures. All applicable criteria have been met for Preliminary Short Subdivision in accordance with Kitsap County Code Title 16.48 Short Subdivision

The Department has further determined that the land segregation as it is presented in the Preliminary Short Plat, received 11/02/2019 by the Department of Community Development, conforms or will conform subject to conditions set forth in this letter, to the following:

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

Approval is subject to the following conditions:

LAND USE

1. Adhere to all elements and requirements set forth in Kitsap County Code 16.48.
2. The following condition shall be added to the face of the final short subdivision: Building permits issued on a lot in this short subdivision may be subject to impact fees pursuant to Kitsap County Code.
3. The names of the roads in this land segregation shall be approved by Community Development prior to final subdivision approval.

4. All required permits shall be obtained prior to commencement of land clearing, construction and/or occupancy.
5. The decision set forth herein is based upon representations made and exhibits contained in the project application 18-05307. 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.
6. 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.
7. The size for Lot G is identified on the survey plat as 6,466.9 square feet, while the submitted engineered drainage plans and landscaping plans identify Lot G to be 6,467.3 square feet. Documents submitted for the site development activity permit shall be consistent with the preliminary plat and KCC 17.420.052.
8. A recreational open space plan shall be submitted to the department and reviewed and approved with the site development activity permit (SDAP). Said plan shall show dimensions, finished grade, equipment, landscaping and improvements to demonstrate that the requirements KCC 16.24.040(H) are met.
9. A final landscape plan shall be submitted with the Site Development Activity Permit application. The landscape plan shall comply with Kitsap County Code (KCC) 17.500 and KCC 16.24.040(F), including an irrigation plan.
10. The final short subdivision shall provide the correct building setbacks in the Building Setback Table provided on the survey, consistent with KCC 17.420.052. The table on the preliminary plat is identifying inconsistent setbacks under side and back yard setbacks.
11. Wheel stops and/or curbing in all on street parking areas shall be required to prevent potential damage to landscaping. Wheel stops and/or curbing shall be depicted on the construction plans or Site Development Activity Permit (SDAP), consistent with Kitsap County Code requirements.
12. Frontage improvements, including vertical curb, gutter and sidewalks area shall be identified for the Site Development Activity Permit, consistent with Kitsap County Code requirements.

SURVEY

1. At the time of submittal of the final short subdivision a title certificate, current to within 30 days, is required. Please note or delineate on the face of the final short subdivision all pertinent special exception items in Schedule "B" of the title certificate.
2. A final short subdivision shall be prepared by a licensed Land Surveyor in compliance with KCC Title 16.
3. All private roads shall be labeled as tracts and constructed in accordance to Fire Code requirements. Ten feet for utility easement shall be provided on each side of private road tracts.
4. Proof of rights of use of the easement shown as providing access to the subject property shall be submitted with the final short subdivision application materials.

STORMWATER

1. 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.
2. Approval of the preliminary short subdivision shall not be construed to mean approval of the total number of lots or configuration of the lots and tracts. These parameters may be required to be revised for the final design to meet all requirements of Kitsap County Code Titles 11 and 12.
3. The information provided demonstrates this proposal is a Large Project as defined in **Kitsap County Code Title 12**, and as such will require a Site Development Activity Permit (**SDAP**) from Development Services and Engineering, that demonstrates compliance with Minimum Requirements #1-9, per Volume I, Chapter 4 of the Kitsap County Stormwater Design Manual, effective December 31, 2016.
4. 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 preliminary short subdivision application was deemed complete, November 19, 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.
5. 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. This permit is required prior to issuance of the SDAP.

6. The application indicates that a significant quantity of grading material will be exported from the site. Prior to issuing the SDAP an approved fill site(s) must be identified. Any fill site receiving more than 150 cubic yards of material must obtain an SDAP. Fill sites receiving 5,000 cubic yards or more must have an engineered SDAP.
7. The application indicates that a significant quantity of grading material will be exported from the site. Typically, this means five or more trucks leaving the site per hour. Because of this a vehicle wheel wash shall be included as an element of the siltation erosion control plan.
8. 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.
9. Kitsap County will not be responsible for any damage to any private roads, tracts, and/or easement areas that may occur during routine maintenance activities and that in Kitsap County's judgment occur, in whole or in part, because of any construction materials or techniques, or any maintenance materials or techniques. This includes, but is not limited to, damage to pavement or vegetated areas caused by maintenance trucks.
10. With submittal of the required Site Development Activity Permit, applicant shall include a tabulation of the hard surface areas constructed per lot, the available hard surface remaining, and allocation of the available hard surface, in order to determine that the existing stormwater facilities has the capacity to accept stormwater runoff from this development. The Site Development Activity Permit shall demonstrate stormwater mitigation measures for all runoff that cannot be accepted into the existing stormwater facilities.
11. The impervious area per lot accounted for in the overall drainage facilities installed shall be indicated on the face of the final short subdivision, along with the following condition: Additional impervious surfaces created on an individual lot beyond the amount accounted for in the overall drainage facilities shall be mitigated in accordance with Kitsap County Code Title 12.
12. Prior to recording the final short subdivision, soil amendment is required over all disturbed areas within Tracts that are not covered by hard surface; provided, that in the event completion of a recreational tract has been bonded, soil amendment shall be completed prior to expiration of the bond covering that work.
13. The following conditions shall be placed on the face of the final short subdivision:

- a) At the time of Building Permit Application, the owners shall submit a plan of the roof and yard drainage conveyance system to the Building Department for review and acceptance. This system shall be installed and accepted prior to scheduling the final building permit inspection. Maintenance and repair of the roof and yard drains and appurtenances shall be the responsibility of the individual homeowners.
 - b) At the time of submittal of a building permit for any lot within this plat, soil amendment is required for all disturbed areas not covered by hard surface.
14. If the project proposal is modified from that shown on the submitted site plan dated November 19, 2018, Development Services and Engineering will require additional review and potentially new conditions.
15. 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.
16. Rock and retaining walls shall meet all applicable setback requirements of Volume II, Chapter 9 of the Kitsap County Stormwater Design Manual.

TRAFFIC

1. 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.
2. The following note shall appear on the face of the final short subdivision map. "All interior roads shall remain private."
3. The hammerhead shall be designed to accommodate a SU design vehicle. The wheel path of the design vehicle shall remain within the paved area for all required movements.
4. Frontage improvements, consisting of vertical curb, gutter and 5-foot wide sidewalk, are required along one side of the interior plat road.
5. Sidewalk ramps shall conform to the current requirements of the Americans with Disabilities Act per WSDOT standard plans at the time of construction.
6. All lots shall access from interior roads only. This note shall appear on the face of the final short subdivision map.
7. 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 final short plat map and 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.

8. Any required sidewalk shall be constructed prior to roadway paving. This note shall appear on the face of the final construction drawings.
9. 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, Manual on Uniform Traffic Control Devices (MUTCD), National Electrical Manufacturer's Association (NEMA), National Electrical Code (NEC), Washington State Department of Transportation (WSDOT) Standard Specifications and Standard Plans, and the Occupational Safety and Health Administration (OSHA).
10. With submittal of the Site Development Activity Permit application, applicant shall provide a recorded easement document granting rights of use of the private road easement known as NE Sockeye Court.
11. Due to the amount of dirt being hauled from the site, applicant shall submit, with the required Site Development Activity Permit, a haul route video. Applicant will be responsible for any road damage along the haul route.
12. Any work within the County right-of-way shall require a Public Works permit and possibly a maintenance or performance bond. This application to perform work in the right-of-way shall be submitted as part of the SDAP process. The need for and scope of bonding will be determined at that time

ENVIRONMENTAL

1. Follow the recommendations of the Geotechnical Engineering Report prepared by NL Olson and Associates dated October 2018. This includes a "slope stability" analysis for the SDAP as recommended by the report.

FIRE MARSHAL

1. The minimum fire flow requirements for one and two-family dwellings in subdivisions shall be 500 gallons per minute for thirty (30) minutes.
2. Water line size and location and the location of fire hydrants must be shown on SDAP plans (or final plat). A letter of water availability indicating available fire flow from the water purveyor is required to be submitted to the Kitsap County Fire Marshal's office prior to the approval of any building permits.
3. If fire flow cannot be obtained, please add the following note to the face of the plat: "Automatic fire sprinklers, as approved by the Kitsap County Fire Marshal, shall be installed throughout homes here and after constructed on lots created by this land division".

HEALTH DISTRICT

1. Sewered building clearances will be required prior to building permits.

SOLID WASTE

1. 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 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.
2. Applicant will need to submit a complete set of sewer plans, profiles, and specifications designed in accordance with Kitsap County Public Works - Sewer Utility Division Standards and Regulations.
3. Sewer Availability Agreement account must be kept current and in good standing through the permit approval date.

Preliminary approval of this short subdivision will automatically expire five (5) years from the date of this letter. However, upon written request to the Department of Community Development by the original applicant and the current owner(s) of the subject property, at least thirty (30) days prior to expiration, a six (6) month extension may be granted.

Preparation of the final short subdivision shall be done in accordance with Kitsap County Code 16.48. All applicable conditions of preliminary approval must be addressed with the submittal of final short subdivision application. Submittals that do not address all conditions will be considered incomplete and returned without review. All of the above relevant conditions and any/all building setbacks and buffers established as conditions of approval must appear on the final short subdivision.

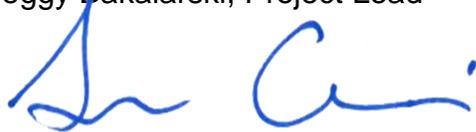
If you have any questions or comments regarding this letter, please feel free to contact **Peggy Bakalarski** for Survey matters; **Candy Vickery** for Stormwater and Traffic matters; **Anna Bausher** for Land Use matters; **Katharine Shaffer** for Environmental matters; **Greg Gentile** for Fire Marshal matters; or **Michael Brooks** for Wastewater matters, all of whom can be reached at (360) 337-5777. Please contact **Kerrie Yanda** for Health District matters at (360) 337-5285.

Sincerely,



04.16.19

Peggy Bakalarski, Project Lead



04-16-19

Shawn Aire, Development Services and Engineering Supervisor

Cc: Nlolson2@nlolson.com
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Hblinn@gmail.com