



## Notice of Administrative Decision

**Date:** 02/01/2021

**To:** St. Michaels Medical Center, [JohnElswick@chifranciscan.org](mailto:JohnElswick@chifranciscan.org)  
Connie Guffey, Plumb Signs Inc., [connie@plumbsigns.com](mailto:connie@plumbsigns.com)  
Emily Hayes, Plumb Signs, Inc., [emily@plumbsigns.com](mailto:emily@plumbsigns.com)

**RE: Permit Number:** 20-05128  
**Project Name:** St Michael Medical Center – Sign Variance  
**Type of Application:** Administrative Variance

The Kitsap County Department of Community Development has **APPROVED** the land use application for Permit 20-05128: St Michael Medical Center Sign Variance – Administrative Variance, **subject to the conditions outlined in this Notice and included Staff Report.**

**THE DECISION OF THE DEPARTMENT IS FINAL, UNLESS TIMELY 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/RequiredPermitQuestionnaireAppealObjectionOfAnAdministrativeDecision>.

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](mailto: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: Interested Parties:**  
Blake Cannon, [cannonb@hswc.com](mailto:cannonb@hswc.com)  
Mick Chong, [mchong@oacsvcs.com](mailto:mchong@oacsvcs.com)  
Kitsap County Health District, MS-30  
Kitsap County Public Works Dept., MS-26  
DCD Staff Planner: Kim Shadbolt



## Administrative Staff Report

**Report Date:** January 19, 2021

**Application Submittal Date:** October 29, 2020

**Application Complete Date:** November 18, 2020

**Project Name:** St. Michaels Medical Center Sign Variance

**Type of Application:** Administrative Variance

**Permit Number:** 20-05128

### Project Location

1780 NW Myhre Rd  
Silverdale, WA 98383

### Assessor's Account #

162501-4-102-2007

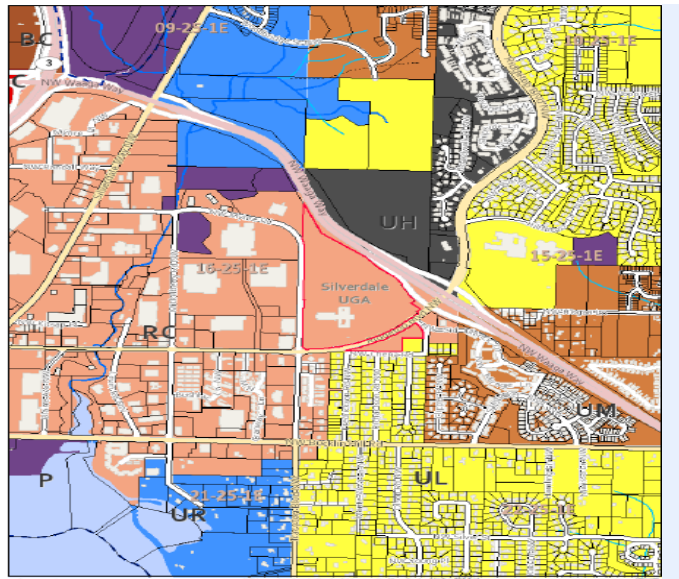
### Applicant/Owner of Record

Harrison Memorial Hospital

### St. Michaels Medical Center Decision Summary

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

### VICINITY MAP



#### 1. Background

St. Michaels Acute Care Expansion requesting modifications for functional and emergent hospital signage.

#### 2. Project Request

The applicant is requesting a variance approval of 21 directional signs over the 4 square foot requirement as described in 17.510.050.

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

This project is SEPA exempt under KCC 18.04 State Environmental Policy Act.

#### 4. Physical Characteristics

The parcel is approximately 32 acres, developed with a hospital and associated medical clinics.

### Table 1 - Comprehensive Plan Designation and Zoning

Comprehensive Plan: Urban High Intensity Commercial Zone: Commercial	Standard	Proposed
Minimum Density	NA	NA
Maximum Density	NA	
Minimum Lot Size	NA	NA
Maximum Lot Size	NA	NA
Minimum Lot Width	NA	NA
Minimum Lot Depth	NA	NA
Maximum Height	NA	NA
Maximum Impervious Surface Coverage	NA	NA
Maximum Lot Coverage	NA	NA

**Table 2 - Setback for Zoning District**

	Standard	Proposed
Front	NA	NA
Side	NA	NA
Side	NA	NA
Rear	NA	NA

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

Surrounding Property	Land Use	Zoning
North	NA	NA
South	NA	NA
East	NA	NA
West	NA	NA

**Table 4 - Public Utilities and Services**

	Provider
Water	NA
Power	NA
Sewer	NA
Police	NA
Fire	NA
School	NA

**5. Access**

Access to the site is off of NW Myhre Rd. Proposed access is off of Ridgetop Blvd NW with a re-aligned intersection with NW Sid Uhinck Dr (the new 4-way intersection will be

approximately 500 ft south of the current 3-way intersection). There will be an emergency-vehicle access off of Ridgetop Blvd NW approximately 400 ft south of the westerly corner of the property.

**6. Site Design**

The site is designed as a full-service hospital campus in accordance with Silverdale design standards.

**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:

*Economic Development Goal 1*

*Promote a healthy and diverse economy that provides for a strong and diverse tax base, encourages business formation, retention, and expansion; creates industrial and professional business and employment opportunities to attract new business to the County.*

*Economic Development Policy 3*

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

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 14	Buildings and Construction
Title 17	Zoning
Chapter 18.04	State Environmental Policy Act (SEPA)
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	October 29, 2020
Site Plan	November 4, 2020
Project Narrative	November 4, 2020

**9. Public Outreach and Comments**

Describe the types of written and verbal public comments on the project

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

Issue Ref. No.	Issue	Staff Response
	N/A	

**10. Analysis**

**a. Planning/Zoning**

The requested variance to allow 21 on site directional signs to exceed four (4) square feet per the sign code 17.510.05 F., can be approved through the Type II variance process if the criteria outlined in KCC 17.510.140 are met. The applicant has demonstrated that the proposal meets all criteria, as follows:

1. There are special circumstances applicable to the subject property, including size, shape, topography, location or surroundings, that were not created by the applicant and do not apply generally to other property in the same vicinity or zone.

*Staff Response: St Michaels is a large hospital campus that requires clear signage to guide citizens to the hospital campus from adjacent street access and then once inside the campus. The signage is designed to promote the health and safety of people seeking medical care, and the efficiency to navigate in and around the campus for health services. The signs will also aid in emergent decision-making for users who need clear and appropriately sized visual aids once inside the campus.*

2. Such variance is necessary for the preservation and enjoyment of a substantial property right or use of the applicant possessed by the owners of other properties in the same vicinity and zone.

*Staff Response: The variance will benefit the public by providing the necessary information for vital services, to include emergency personnel and equipment access. The proposed signage is sized appropriately for the scale of the facility and is designed to help increase the health and safety of the public.*

3. No other feasible signage alternative exists.

*Staff Response: The scale and placement of proposed signs help drivers navigate their way through the campus, especially those seeking emergency care. The size and scale of the proposed signs are intended to be read while drivers are traveling at speed and will benefit the public by making access to emergency services clear. The current sign code allows for directional signs to be no greater than four square feet, this size does not adequately provide drivers enough warning to make safe decisions.*

4. The authorization of such variance will not be materially detrimental to the public welfare or injurious to property in the vicinity or zone in which the property is located.

*Staff Response: The variance request is arguable necessary for public welfare by providing clear and easy-to-read direction to the medical services provided on campus—often in emergent situations—and efficiency of traffic flow within the site.*

5. The variance is the minimum necessary to grant relief to the applicant.

*Staff Response: Consideration is given to the size of the signs and the messages, making them large enough to be read at vehicles traveling at speed from public roads and once inside the campus. The applicant provided industry standards which are used to guide the size and design of the signs (included in the application).*

6. Variance does not allow from any deviations from design requirements.

*Staff Response: No deviations from design requirements proposed.*

**b. Lighting**

Warm Light LED linear, above grade lighting for even illumination.

**c. Off-Street Parking**

N/A

**Table 5 - Parking Table**

Use Identified in 17.490.030	Standard	Required Spaces	Proposed Spaces/Existing Spaces
Total	NA		

**d. Signage**

21 directional wayfinding signs.  
 3 signs at 33 SF-type EO7  
 5 signs at 30 SF-type EO7  
 10 signs at 17 SF-type EO8  
 3 signs at 11 SF-type EO9

**e. Landscaping**

Not applicable

**Table 6 - Landscaping Table**

	Required	Proposed
Required Landscaping	NA	NA
Click or tap here to enter text.	N/A	
North	N/A	
South	N/A	

**f. Frontage Improvements**

NA

**g. Design Districts/Requirements**

North East Business District, Silverdale Design Standards Chapter 8.

**h. Development Engineering/Stormwater**

No comments

**i. Environmental**

No comments

**j. Access, Traffic and Roads**

Access is off Ridgetop Blvd NW and NW Myhre Road

**k. Fire Safety**

Not applicable

**l. Solid Waste**

Not applicable

**m. Water/Sewer**

Not applicable

**n. Kitsap Public Health District**

Not applicable

**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**

The Department of Community Development has determined that this application meets all seven sign variance criteria as outlined at KCC 17.510.140. The criteria are detailed in section 10 Analysis.

**13. Decision**

Based upon the analysis above and the decision criteria found in KCC 17.510.140 the Department of Community Development recommends that the Administrative Variance request for St. Michaels (20-05128) be **approved**, subject to the following conditions:

**This administrative variance allows for 21 directional wayfinding signs to exceed the four (4) square foot requirement. The sign size is as follows:**

3 signs at 33 SF, 5 signs at 30 SF, 10 signs at 17 SF, 3 signs at 11 SF. The application for signage shall clearly show which signs are at each of the square footages noted herein.

The decision set forth is based on upon representations made and exhibits contained the in the project application #20-05128 St. Michaels Medical Center sign variance. 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.

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 approval granted and is a continuing requirement of such approval. By accepting this approval, the applicant represents that the development and activities allowed will comply with such laws, regulations and ordinances.

This Administrative Zoning Variance approval shall automatically become void if no required permit application is accepted as complete by the Department of Community Development within four years of a notice of decision date or the resolution of any appeals. Further, the Department understands this variance application to be partnered with current sign applications that triggered the need for variance.

Any violation of the conditions of approval shall be grounds to initiate revocation of the Administrative Zoning Variance.

**Report prepared by:**

*Kim Shadbolt*

---

Name, Staff Planner / Project Lead

01/14/21

Date

**Report approved by:**



---

Name, Department Manager / Supervisor

01/14/21

Date

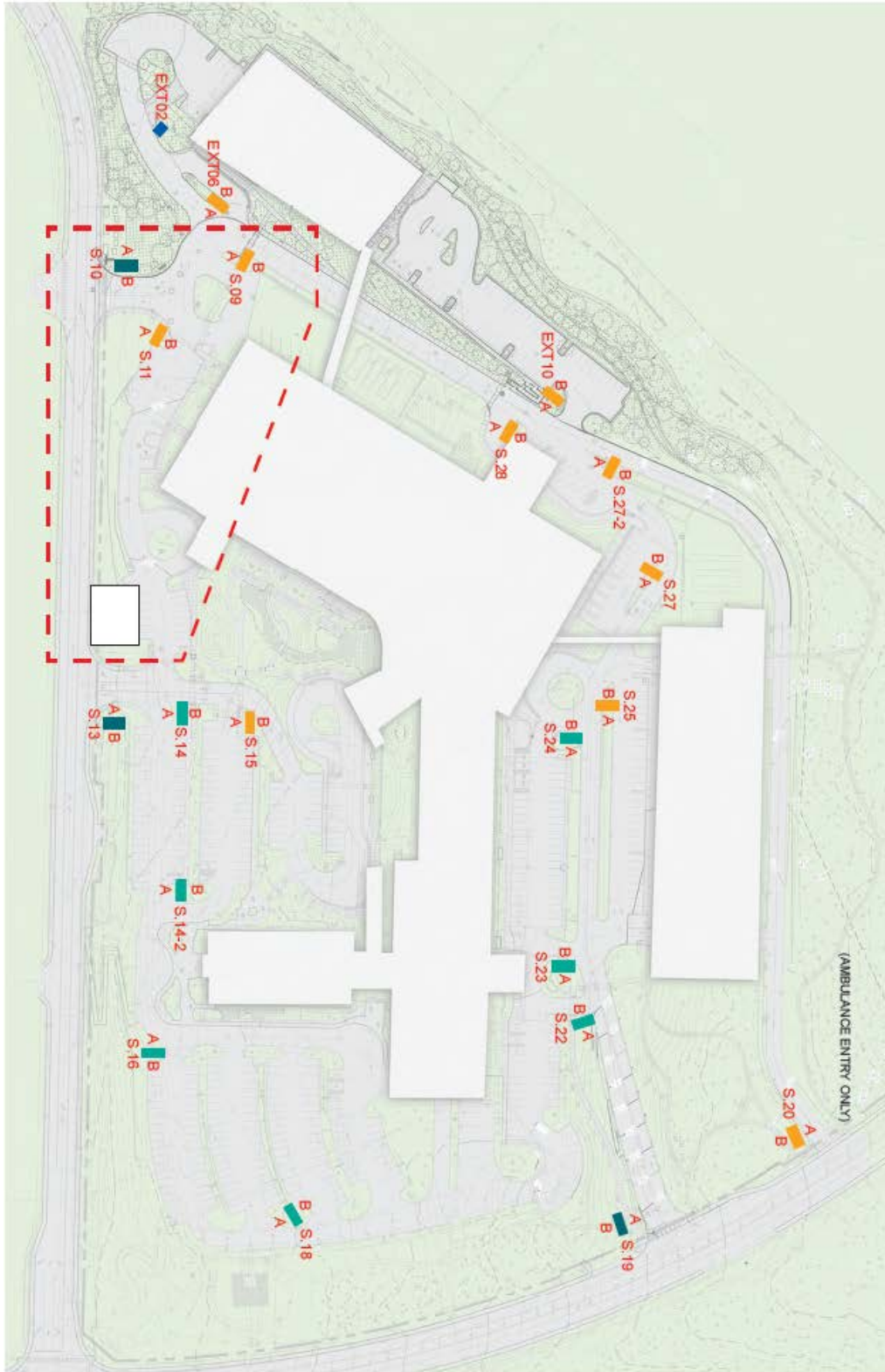
**Attachments:**

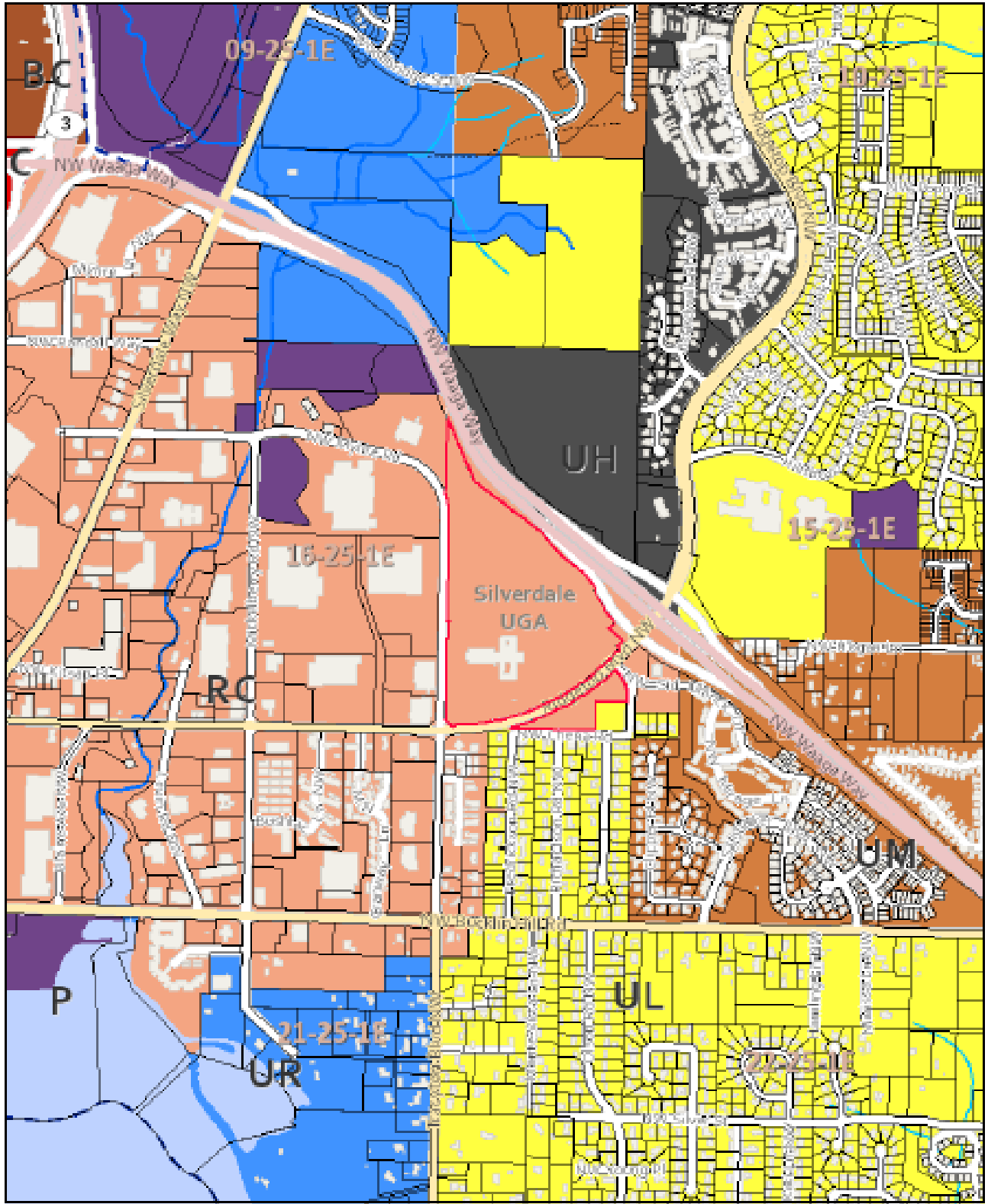
Attachment A: Site plan

Attachment B: Zoning Map

CC: St. Michaels Medical Center  
JohnElswick@chifranciscan.org  
Blake Cannon cannonb@hswc.com  
Mick Chong mchong@oacsvcs.com  
Emily Hayes-Plumb Signs- emily@plumbsigns.com  
DCD Staff Planner: Kim Shadbolt

Site Plan





Comments:

This map is not a substitute for field survey. Map Scale: 1 inch = 200 feet.

Source: City of Silverdale, 2020

10/21