



Rafe Wysham  
Director

## KITSAP COUNTY DEPARTMENT OF COMMUNITY DEVELOPMENT

*To enable the development of quality, affordable, structurally safe and environmentally sound communities.*

### Notice of Administrative Decision

**Date:** 5/20/2025

**To:** UGB Reserve LLC & GCH Puget Sound Inc., 11815 NE 99th ST STE 1200  
Vancouver, WA 98682

**Authorized Agent:** Gary Chapman, [gcaes@bainbridge.net](mailto:gcaes@bainbridge.net)

**Interested Parties and Parties of Record:** Paula Wildes, [pjchw@hotmail.com](mailto:pjchw@hotmail.com) ; Nathan Buffington, [NABUFFINGTON81@YAHOO.COM](mailto:NABUFFINGTON81@YAHOO.COM)

**RE: Permit Number:** 23-02524

**Project Name:** BENNETTS ADDITION - Preliminary Large Lot Subdivision LL# 449

**Type of Application:** P LL

The Kitsap County Department of Community Development has **APPROVED** the land use application for **Permit # 23-02524: BENNETTS ADDITION - Preliminary Large Lot Subdivision LL# 449 – P LL**, 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 titled: 'Appeal/Objection of an Administrative Decision' found on DCD's website, through the Online Permit Application Portal: <https://app.oncamino.com/kitsapcounty/login>.

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 by contacting 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.

CC:

Engineer: Ron Cleaver Jr. with RDC JR ENGINEERING, [ron@rdcjengineering.com](mailto:ron@rdcjengineering.com)

Portal Access Contact: Jessica Estrada, [jessicae@buildgch.com](mailto:jessicae@buildgch.com)

Kitsap County Health District, MS-30

Kitsap County Public Works Dept., MS-26

Dept of Archaeological Historic Preservation

Point No Point Treaty Council

Port Gamble S'Klallam Tribe

Puyallup Tribe

Permit #23-02524, BENNETTS ADDITION - Preliminary Large Lot Subdivision LL# 449  
5/20/2025

Skokomish Tribe  
Squaxin Island Tribe  
Suquamish Tribe  
WA Dept of Fish & Wildlife  
WA Dept of Natural Resources  
WA State Dept of Transportation  
DCD Staff Planner: Peggy Bakalarski, [Pbakalar@kitsap.gov](mailto:Pbakalar@kitsap.gov)  
Interested Parties: Paula Wildes, [pjchw@hotmail.com](mailto:pjchw@hotmail.com) ; Nathan Buffington,  
[NABUFFINGTON81@YAHOO.COM](mailto:NABUFFINGTON81@YAHOO.COM)  
NOA Distribution List:  
Applicant: UGB RESERVE LLC  
Owner: UGB RESERVE LLC  
Surveyor: AES Consultants, Inc [gcaes@bainbridge.net](mailto:gcaes@bainbridge.net)  
Project Representative: Garrett Custom Homes - [jessicae@buildgch.com](mailto:jessicae@buildgch.com)  
Health District  
Public Works  
Parks  
Kitsap Transit  
Central Kitsap Fire District  
Central Kitsap School District  
Puget Sound Energy  
Water Purveyor - PUBLIC UTILITY DIST NO 1  
Point No Point Treaty Council  
Suquamish Tribe  
Port Gamble S'Klallam Tribe  
Squaxin Island Tribe  
Puyallup Tribe  
WA Dept of Fish & Wildlife  
WA State Dept of Ecology-SEPA  
WA State Dept of Ecology-Wetland Review



## Kitsap County Department of Community Development

May 14, 2025

UGB Reserve LLC & GCH Puget Sound Inc.  
11815 NE 99<sup>th</sup> ST STE 1200  
Vancouver, WA 98682

RE: Large Lot Subdivision # 449 – BENNETTS ADDN.  
Permit No. 23-02524  
Tax Account No. 312501-3-076-2002

Dear Applicant(s):

This is to inform you that the above-referenced large lot 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 large lot subdivision in accordance with Kitsap County Code Title 16.52 large lot subdivision.

The Department has further determined that the land segregation as it is presented in the preliminary large lot subdivision, received 08/11/2023 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 16.52.
2. The following condition shall be added to the face of the final large lot subdivision: Building permits issued on a lot in this large lot 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 (23-02524). 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 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. Prior to Final Large Lot subdivision approval, Landscaping shall be installed and maintained in conformance with the requirements of Kitsap County Code (KCC) 17.500 around the storm facilities. 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.
8. The following shall be added to the face of final subdivision: No structures or septic systems allowed within Electrical Transmission Easements.

#### **SURVEY**

1. At the time of submittal of the final large lot subdivision a title certificate, current to within 30 days, is required. Please note or delineate on the face of the final large lot subdivision all pertinent special exception items in Schedule "B" of the title certificate.
2. A Final Short/Large Lot/Subdivision Plat shall be prepared by a licensed Land Surveyor in compliance with KCC Title 16.

#### **STORMWATER**

1. Building permits submitted for this development shall include construction plans and profiles for all roads, driveways, storm drainage facilities and appurtenances. No construction shall be started prior to said plan acceptance.
2. Approval of the preliminary plat 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. Stormwater quantity control, quality treatment, and erosion and sedimentation control, as required for the development, shall be designed in accordance with Kitsap County Code Title 12 effective at the time the Building Permit is deemed fully complete. If development meets the thresholds for engineered drainage design, 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 Building Permit Application.
4. The impervious area per lot accounted for in the overall drainage facilities installed shall be indicated on the face of the final plat. 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 and may require a Site Development Activity.
5. The following shall be added to the face of the Final Plat, under the heading Notes and Restrictions:
  - a. Maintenance of roof and yard drains and appurtenances shall be the responsibility of the individual homeowners.
  - b. All runoff from roof and yard drains must be directed so as not to adversely affect adjacent properties.
  - c. All lots are obligated to accept road drainage at the natural locations after the grading of streets is complete.
  - d. No owner or occupant may obstruct or re-channel the drainage flows after location and installation of drainage swales, storm sewers or storm drains. It is expressly understood that any alteration of the water flow shall be completed only after approval by Kitsap County Department of Community Development.
6. The following condition shall be added to the face of the Final Plat: 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.
7. If the project proposal is modified from that shown on the site plan approved for this permit application, Development Engineering will require additional review and potentially new conditions.
8. Stormwater pond that will serve Lots #1-4 that was previously constructed with SDAP #21-05296 shall be placed in an easement. Easement shall be recorded prior to final plat submittal.
9. Stormwater pond that will serve Lots #5-7 that was previously constructed with SDAP #21-01611 shall be placed in an easement. Easement shall be recorded prior to final plat submittal.

### **TRAFFIC**

1. At building permit application, submit Kitsap County Public Works Form 1601 for issuance of a concurrency certificate, as required by Kitsap County Code 20.04.030, Transportation Concurrency.
2. Prior to recording the Final Plat, vehicular access shall be constructed to provide access to all proposed lots.
3. The following shall appear on the face of the Final Plat, under the heading Conditions: **a.** All interior roads shall remain private. Should the applicant or his successors or assigns choose to dedicate these roads to Kitsap County, it shall be subject to further review by Kitsap County Development Services and Engineering. All improvements necessary to bring said road to the then current Kitsap County standards shall be done, at no expense to the County, prior to being accepted into the Kitsap County Road system for maintenance. **b.** All lots shall be accessed from interior roads only.

### **ENVIRONMENTAL**

1. A SEPA MDNS was completed under 19-00759. (Six (6) Conditions apply to each phase) (#1 of 6) A new SEPA checklist will be required for review with the application for each phase of development under a Site Development Activity Permit (SDAP). An addendum or revision to this SEPA Decision may apply to each phase issued by the SEPA responsible official. If deemed applicable during any phase, a Revision will include additional public comment period as required.
2. (#2 of 6) Due to the presence of critical areas on the property and drainage conveyance systems, the proposal is conditioned to provide complete technical reports with the SEPA review for each phase. This could include, but is not limited to: Geotechnical Report, Wetland Report, Habitat Mitigation Plan, Hydrogeological Report (if required by geotechnical report), and Soils Report. In addition, each phase SEPA review will need to include full Engineered Drainage Plans and Report. A SEPA MDNS was completed under 19-00759. (Six (6) Conditions apply to each phase)
3. (#3 of 6) All phases are required to follow the findings and recommendations of the reports listed in Condition #2 above, and as approved through review by Kitsap County for compliance with Kitsap County Code Title 12 (Stormwater) and Title 19 (Critical Areas) with each SDAP. A SEPA MDNS was completed under 19-00759. (Six (6) Conditions apply to each phase)
4. (#4 of 6) A Hydraulic Project Approval with the Washington State Department of Fish and Wildlife may be required for Stormwater outfall flows to typed streams, or if any downstream modifications are needed to existing culverts conveying streams. A SEPA MDNS was completed under 19-00759. (Six (6) Conditions apply to each phase)

5. (#5 of 6) Any portion of lots within the existing Puget Sound Energy power easement will not be permitted to construct any buildings within that easement. A SEPA MDNS was completed under 19-00759. (Six (6) Conditions apply to each phase)
6. (#6 of 6) Pedestrian pathway facilities will be provided along roadways for safety. A SEPA MDNS was completed under 19-00759. (Six (6) Conditions apply to each phase)
7. Land division approvals shall be conditioned to require that wetlands and wetland buffers be dedicated as open space tracts, or an easement or covenant encumbering the wetland and wetland buffer. Such dedication, easement or covenant shall be recorded together with the land division and represented on the final plat, short plat or binding site plan, and title.
8. The following must be demonstrated on the Final Survey Plat Map prior to approval per Section 16.52.020 C. 12 - The location of geologically hazardous areas and their associated buffers and construction setbacks. Delineate all slopes thirty percent in grade or greater and all slopes from fifteen percent to thirty percent in grade where they are rated as areas of moderate or high geologic hazard pursuant to Section 19.400.410.
9. Land division approvals shall be conditioned to require that wetlands and wetland buffers be dedicated as open space tracts, or an easement or covenant encumbering the wetland and wetland buffer. Such dedication, easement or covenant shall be recorded together with the land division and represented on the final plat, short plat or binding site plan, and title, per 19.200.225 D.
10. After preliminary approval and prior to final land division approval, the department may require the common boundary between a regulated wetland or associated buffer and the adjacent land be identified using permanent signs and/or fencing. In lieu of signs and/or fencing, alternative methods of wetland and buffer identification may be approved when such methods are determined by the department to provide adequate protection to the wetland and buffer.

### **HEALTH DISTRICT**

1. Final large lot approval will require binding water availability letters for each single-family residence and a drainfield easement for lot 3 with soils information submitted by a licensed septic designer for the easement.

Preliminary approval of this large lot 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 large lot subdivision shall be done in accordance with Kitsap County Code 16.52. All applicable conditions of preliminary approval must be addressed with the submittal of final large lot subdivision application. Submittals that do



23-02524 Bennetts Addition #449 P LL  
May 14, 2025

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 large lot subdivision.

If you have any questions or comments regarding this letter, please feel free to contact **Peggy Bakalarski** for Survey matters; **Will Sullivan** for Stormwater and Traffic matters; **Jennifer Kreifels** for Land Use/Environmental matters; all of whom can be reached at (360) 337-5777. Please contact **Kimberly Jones** for Health District matters at (360) 337-5285.

Sincerely,



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Peggy Bakalarski, Project Lead

5/13/25

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Date



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Cecilia Olsen, Manager, Development Engineering

5/13/25

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Date

CC:

Authorized Agents: Gary Chapman, [gcaes@bainbridge.net](mailto:gcaes@bainbridge.net); Erin Jagula,

[erinj@buildgch.com](mailto:erinj@buildgch.com); Jessica Estrada, [jessicae@buildgch.com](mailto:jessicae@buildgch.com)

Engineer: Ron Cleaver Jr. with RDC JR ENGINEERING, [ron@rdcjengineering.com](mailto:ron@rdcjengineering.com)

Interested Parties: Paula Wildes, [pjchw@hotmail.com](mailto:pjchw@hotmail.com); Nathan Buffington,

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