



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: 08/21/2025

To:

Charles and Nancy Collins Trustees, ctcolsper@gmail.com
Allison Martin, allison@dcgwatershed.com
Kelly Collins, kcollins86@hotmail.com

RE:

Permit Number: 23-03075

Project Name: Collins Bulkhead Repair

Type of Application: Shoreline Administrative Conditional Use Permit

The Kitsap County Department of Community Development has **APPROVED** the land use application for **23-03075 Collins ADMIN CUP** 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 or (360) 337-5777.

CC:

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
Skokomish Tribe
Squaxin Island Tribe
Suquamish Tribe

23-03075 Collins ADMIN CUP
08/21/2025

WA Dept of Fish & Wildlife
WA Dept of Natural Resources
WA State Dept of Transportation
DCD Staff Planner: Kate Millward
Interested Parties: None



Shoreline Administrative Staff Report

Report Date: August 15, 2025

Application Submittal Date: October 18, 2023

Application Complete Date: November 7, 2023

Project Name: Collins Bulkhead Repair

Type of Application: Shoreline Administrative Conditional Use Permit

Permit Number: 23-03075

Project Location

4418 Rue Villa NE
Bremerton, WA 98310
Commissioner District 3

Assessor's Account #

062402-2-008-2008

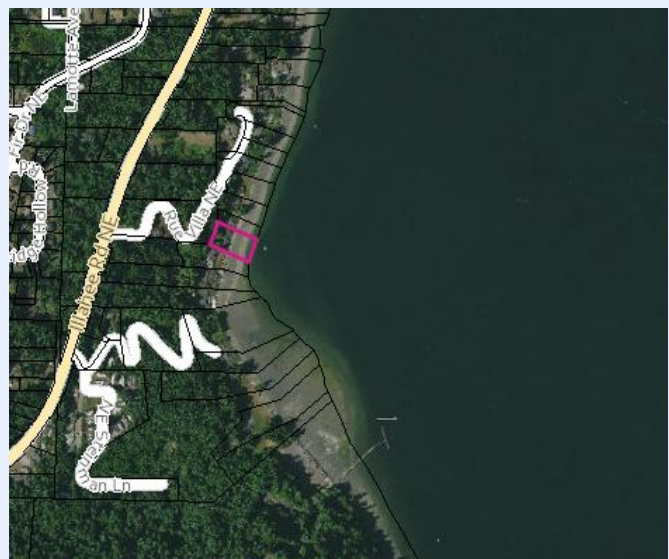
Applicant/Owner of Record

Charles and Nancy Collins Trustees
4505 W Mercer Way,
Mercer Island, WA 98040

Decision Summary

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

VICINITY MAP



1. Background

The subject parcel contains a single-family residence, an accessory dwelling unit, and a storage structure, situated along the east-facing shoreline within a 0.65-mile stretch of hard shoreline armoring. The existing bulkhead is topped by a small timber wall that has been inadequate during winter storms.

2. Project Request

The project proposes to enhance shoreline protection by increasing the height of the existing bulkhead and installing a boat ramp. The existing bulkhead spans 140–142 linear feet along the shoreline, with a height ranging from 1 to 3 feet above beach grade and a 4-inch-thick footing embedded about 1 foot below the beach. In addition, the existing bulkhead is approximately 13 feet seaward of the residence and 5 feet seaward of the septic system. Structurally, the bulkhead includes a 1.1-foot concrete base topped

by 11-inch stacked timbers, which appear unreinforced and unretained, creating a gap of up to 2 inches between the timbers and the lawn. Although the concrete base is in generally good condition, it has some small to moderate cracks and lacks drainage measures. Previous incidents of dislodged timbers during king tides have led to erosion beyond the bulkhead, necessitating repairs.

To improve site resilience against erosion and wave impact, the project will remove the existing timber wall and increase the bulkhead height, providing enhanced long-term protection for the shoreline, lawn, and nearby septic system.

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 hearing 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 November 14, 2023. A Determination of Nonsignificance (DNS) was issued on January 6, 2025. SEPA noted the following information/SEPA mitigation conditions have been imposed and are listed under conditions at the end of this report:

1. Project required to follow Stormwater Controls in Kitsap County Code Title 12.

The SEPA appeal period expired February 5, 2025. No appeals were filed; therefore, the SEPA determination is final.

4. Physical Characteristics

The parcel is rectangular and is 0.36 acres. It features a gentle slope down to the east and is bordered on the west by a steep backshore bluff.

Table 1 - Comprehensive Plan Designation and Zoning

Comprehensive Plan: Urban Low-Density Residential Zone: Green Belt	Standard	Proposed
Minimum Density	1	NA
Maximum Density	4	
Minimum Lot Size	5,800 square feet	NA
Maximum Lot Size	NA	NA
Minimum Lot Width	60	NA
Minimum Lot Depth	60	NA
Maximum Height	35 feet	NA
Maximum Impervious Surface Coverage	50%	NA
Maximum Lot Coverage	NA	NA

Table 2 - Setback for Zoning District

	Standard	Proposed
Front (West)	20'	NA; existing SFR not part of this proposal
Side (North)	5'	NA; existing SFR not part of this proposal
Side (South)	5'	NA; existing SFR not part of this proposal
Rear (Shoreline)	85' buffer, 15' building setback	NA; existing SFR not part of this proposal

Table 3 - Surrounding Land Use and Zoning

Surrounding Property	Land Use	Zoning
North	Single-family residence	Green Belt (GB)
South	Single-family residence	Green Belt (GB)
East	Single-family residence	Green Belt (GB)
West	Water body	Green Belt (GB)

Table 4 - Public Utilities and Services

	Provider
Water	Kitsap PUD
Power	Puget Sound Energy
Sewer	Kitsap County
Police	Kitsap County Sheriff
Fire	Central Kitsap Fire & Rescue
School	Central Kitsap School District

5. Access

The site is accessed across an easement from Rue Villa NE to the west.

6. Site Design

The site is entirely within the shoreline jurisdiction, compactly developed against the shoreline and contains a couple trees and some vegetation.

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:

Environmental Goal 3. Reduce the risk of damage to life, property and the natural environment through appropriate regulatory and incentive-based approaches in land use, transportation and development engineering programs.

Environmental Policy 13. Use the best scientific information available to direct how functions and values of critical areas are preserved or enhanced.

Furthermore, the codified goals and policies in KCC Section 22.300 apply to this project as well. These goals and policies encourage public and private access to the shoreline, support residential development and associated uses, and support development that achieves no net loss of ecological function.

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)
Chapter 21.04	Land Use and Development Procedures

Title 22	Shoreline Master Program
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8. Documents Consulted in the Analysis

<u>Applicant Submittals</u>	<u>Dated or date stamped</u>
JARPA	June 12, 2023
SEPA Checklist	June 12, 2023
Geotechnical Evaluation	February 23, 2024
Revised Habitat Management Plan & NNL	May 21, 2025
Site Plan	April 16, 2025

9. Analysis**a. Planning/Zoning**

No comment at this time.

b. Lighting

Lighting is not analyzed for this permit.

c. Off-Street Parking

Off-street parking is not analyzed for this permit.

Table 5 - Parking Table

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

d. Signage

Signage is not analyzed for this permit.

e. Landscaping

Landscaping is not analyzed for this permit.

Table 6 - Landscaping Table

	Required	Proposed
Required Landscaping (Sq. Ft) 15% of Site	NA	NA
Required Buffer(s) 17.500.025	NA	NA
North	NA	NA
South	NA	NA
East	NA	NA
West	NA	NA
Street Trees	NA	NA

f. Frontage Improvements

Frontage improvements are not analyzed for this permit.

g. Design Districts/Requirements

This parcel is not within a design district.

h. Development Engineering/Stormwater

No comment at this time.

i. Environmental

- A revised habitat management plan and no net loss analysis prepared by Facet, dated May 2025 (original: January 2024). States "To compensate for the temporary impacts to the shoreline, native shrub plantings will be placed directly landward of the proposed bulkhead." Construction activities will be the most impactful part of this project. There will be a 91 SF decrease in impervious surface area with the removal of the stairs and retaining wall and gravel fill from behind the bulkhead.
- There was a cumulative impacts report prepared by DCG Watershed, dated June 2023. The report analysis indicates that the proposed project development is unlikely to significantly impact critical areas, species, or vegetation. While there will be an increase in impervious surface area and temporary ground disturbance, these effects are expected to be mitigated through the implementation of standard Best Management Practices (BMPs).
- There was a geotechnical report prepared by Nelson Geotechnical Associates, dated February 23, 2024. The report identifies significant risks to structures on the site, including two residences located about 12.5 feet from the bulkhead and a septic drain field that lies approximately 5 feet west of the bulkhead, at a depth of 12 inches below ground. The existing bulkhead is in fair condition but has unsecured timbers that are inadequate to withstand winter storms, leading to past erosion exceeding 5 feet in one area. Given the sites gradient, the septic system is elevated above the bulkhead, making it vulnerable to failure if further erosion occurs, especially in the 110 feet of septic field along the 142 feet of shoreline. The report concludes that without immediate action, the risk of structural failure to the septic system is high.
- There was a stabilization alternatives analysis, as required by Kitsap County Code 22.600.175(C)11, which analyzed the alternatives:
 1. Remove and Restore Beach: This is deemed unfeasible, as it would compromise the septic system and leave structures vulnerable to erosion.
 2. Remove and Install Vegetation: While vegetation could enhance the area, it wouldn't adequately support the yard or septic field, making

this option impractical.

3. Remove and Control Upland Drainage: Current drainage systems are functioning well, and improving drainage is unlikely to impact site conditions significantly.
4. Remove and Replace with Soft Shore Structure: Soft shore measures using natural materials would not provide sufficient support for the yard or septic system.
5. Remove and Construct Upland Retaining Walls: Existing walls are present, and additional upland structures would not sufficiently mitigate erosion risks.

The report concludes that the most feasible option is to replace the existing bulkhead with a taller structure in the same footprint to maintain site stability and protect the septic system. Relocating the bulkhead is not considered feasible due to potential negative impacts on site stability.

- KCC 22.600.175(D)2 provides code for new and expanded shoreline stabilization. Increasing the height is considered a new and expanded action. First and foremost, the new bulkhead must not create a net loss of shoreline ecological function and this project does not. Next, the bulkhead must not be constructed with waste materials which might have adverse toxic or visual impacts on shoreline areas and this project will not. Necessity is demonstrated to protect legally existing primary structures and in support of non-water-dependent development (single-family residences) when A) erosion is not being caused by upland conditions, B) non-structural measures are not feasible or sufficient, C) the need to protect the primary structures is demonstrated through a geotechnical report.

22.400.110 Mitigation

The planned shoreline stabilization proposes to improve the current shoreline functions at the project site and will implement restoration/mitigation elements of the Shoreline Habitat Mitigation Plan. The proposal is minimizing the impacts by not proposing any new structures within the shoreline buffer, replanting with native vegetation if necessary, and ensuring stormwater is managed appropriately.

22.400.115 Critical Areas

Kitsap County GIS indicates the presence of a 'High Geologic Hazard Area', as defined in Kitsap County Code 19.400. The applicant provided a Geotechnical Report which meets the requirements of Kitsap County Code. The report concludes that continued protection of the single-family residence and septic system requires replacement of the existing bulkhead. The project does not expand the wall footprint, rather it increases the wall height to prevent overtopping wave action.

The site is also within the mapped FEMA floodplain. The geotechnical report suggests that the project will only prevent the erosive action of overtopping waves and will not increase tidal flooding of adjacent areas.

22.400.125 Water Quality and Quantity

The Department reviewed the project against Kitsap County Code Title 12 Stormwater Drainage. A Site Development Activity Permit is not required.

22.400.130 Historic, Archaeological, Cultural, Scientific and Educational Resources. The Department conditioned approval of this permit and subsequent building permit(s) to notify Kitsap County DCD, the Washington State Office of Archaeology and Historic Preservation, and the affected tribes if archaeological resources are uncovered during excavation.

22.400.135 View Blockage

There are no view blockage concerns for this project.

22.400.140 Bulk and Dimension Standards

The residence meets the definition of an existing structure; therefore, meets KCC requirements. The Geotechnical report and addendum articulates the need to increase the wall height due to overtopping wave action increasing erosion on the site and threatening the residence. The proposal represents the minimum height increase necessary.

22.500.100 D. Conditional Use Permits, Including Administrative Conditional Use Permits.

1. The purpose of a CUP is to provide flexibility in authorizing uses in a manner consistent with RCW [90.58.020](#). Accordingly, special conditions may be imposed to prevent undesirable effects of the proposed use and/or to assure consistency of the project with the Act and this program.
2. CUPs shall be classified as a Type III permit under Chapter [21.04](#). Where administrative CUPs are allowed, they shall be classified as a Type II permit under Chapter [21.04](#). Unless specified otherwise in this program, the CUP criteria apply in addition to the applicable SDP criteria, and shall be combined into a single review process.
3. Shoreline CUPs shall be granted only after the applicant can demonstrate compliance with WAC [173-27-160](#) and this section as follows:
 - a. That the proposed use is consistent with the policies of RCW [90.58.020](#) and this program;
 - b. That the proposed use will not interfere with the normal public use of public shorelines and does not conflict with existing water-dependent uses;

- c. That the proposed use of the site and design of the project are compatible with other authorized uses within the area and with uses planned for the area under the Comprehensive Plan and this program;
 - d. That the proposed use will not result in significant adverse effects or a net loss to the shoreline ecosystem functions in which it is to be located;
 - e. That the public interest suffers no substantial detrimental effect;
 - f. That consideration has been given to the cumulative impact of additional requests for like actions in the area and shall not result in substantial adverse effects or net loss of shoreline ecosystem functions. For example, if CUPs were granted for other developments in the area where similar circumstances exist, the total of the conditional uses shall also remain consistent with the use preference policies and shall not produce substantial adverse impacts to the shoreline environment. Consideration shall be demonstrated through preparation of a cumulative impacts report, if requested, that substantially conforms to the applicable provisions of Chapter [22.700](#) (Special Reports);
 - g. Other uses which are not classified or set forth in this program may be authorized as conditional uses provided the applicant can demonstrate consistency with the requirements of this section and the requirements for conditional uses contained in the master program;
 - h. Uses which are specifically prohibited by this master program may not be authorized pursuant to this section.
4. All applications for shoreline CUPs, including administrative CUPs, approved by the county shall be forwarded to Ecology pursuant to WAC [173-27-200](#), for final approval, approval with conditions, or denial. No approval shall be considered final until it has been acted upon by Ecology.

Staff Comment: This proposal is for an Administrative Conditional Use Permit for new hard shoreline stabilization in the Shoreline Residential designation. The existing bulkhead, and proposed height increase, protects an existing single-family residence from future erosion and will not interfere with the public use of the shoreline. The shoreline armoring is consistent with the immediate neighboring properties.

22.600.175 Shoreline Stabilization

A. Environment Designations Permit Requirements. Based on the type of shoreline modification proposed, the identified permit requirements shall apply for all designations:

- 1. SDP for soft shoreline stabilization, unless otherwise exempt.
 - 2. Administrative CUP for hard shoreline stabilization.
- B. Exemptions from Substantial Development Permit for Shoreline Stabilization.
- 1. The construction of a normal protective bulkhead common to single-family residences shall not require an SDP if it meets the exemption criteria listed in Section 22.500.100(C)(3)(c), or as further amended in WAC 173-27-040. An exemption from an SDP is not an exemption from a CUP or an administrative CUP where applicable.

2. A “normal protective” bulkhead includes those structural and nonstructural developments installed at or near, and parallel to, the OHWM for the sole purpose of protecting an existing single-family residence and appurtenant structures from loss or damage by erosion.
3. A letter of permit exemption will be prepared for qualifying shoreline stabilization activities in accordance with Section 22.500.100(C)(4). The county shall track exemption activities in the permit system.

Staff Comment: This proposal includes shoreline stabilization walls parallel to the shoreline to protect an existing single-family residence and septic system from loss or damage by erosion. The increased height qualifies the project as new hard shoreline stabilization element which requires the Shoreline Administrative Conditional Use Permit.

C. Application Requirements. In addition to the general application requirements, applications for shore protection and bluff stabilization shall include the following information, when applicable:

1. Upland, on-site improvements and any existing shoreline structures;
2. Type of proposed shore protection and a description of alternatives to hard approaches where proposed, and a thorough discussion of the environmental impacts of each alternative;
3. Habitat survey prepared by a qualified professional biologist that describes the anticipated effects of the project on fish and wildlife resources and marine vegetation;
4. A description of any proposed vegetation removal, and a plan to revegetate the site following construction;
5. Tidal elevations and field verified line of ordinary high water;
6. Ownership of the tidelands, shorelands and/or bedlands;
7. Purpose of shore protection;
8. Direction of net longshore drift (for marine shoreline);
9. Plan and profile of existing bank and beach;
10. Profile of adjacent existing bulkhead;
11. In addition to the general geotechnical report requirements in Section 22.700.120, the following information shall be included for shoreline stabilization proposals:
 - a. Address the need to prevent potential damage to a primary structure through the use of shoreline stabilization measures.
 - b. Estimate time frame and rates of erosion to report on the urgency associated with the specific situation. “Urgent” means:
 - i. That the primary structure will be damaged within three years as a result of natural shoreline erosion in the absence of hard armoring structures; or
 - ii. Where waiting until the need is that immediate would foreclose the opportunity to use measures that avoid impacts on ecological functions.

- c. If the report determines that the need is not as immediate as three years, it still may be used to justify a more immediate authorization to protect against erosion using soft measures.
 - d. The geotechnical analysis shall evaluate on-site drainage issues and address drainage problems away from the shoreline edge;
12. Any other information that may be required to demonstrate compliance with the review criteria referenced in this section and the guiding provisions at WAC 173-26-231(3)(a).

Staff Comment: The submitted special reports, addendums, and plans meet the submittal requirements of this section.

D. Development Standards.

- 1. General Regulations.
 - a. These standards shall be guided by the provisions at WAC 173-26-231(3)(a).
 - b. Applications for shore protection will be reviewed pursuant to comments made by the Washington Department of Fish and Wildlife pertaining to impacts on critical salt and freshwater habitats, and comments made by the Washington Department of Natural Resources for projects proposed on state-owned aquatic lands.
 - c. Soft shoreline stabilization measures shall be utilized unless demonstrated through a geotechnical analysis not to be sufficient to protect primary structures, dwellings and businesses. Alternatives for shoreline stabilization shall be based on the following order of preference:
 - i. No action, increase building setbacks, or relocate structures;
 - ii. Soft shoreline stabilization constructed of natural materials including bioengineering, beach nourishment, protective berms, or vegetative stabilization;
 - iii. Hybrid shoreline stabilization, usually constructed of a mix of rock, logs and vegetation;
 - iv. Hard shoreline stabilization constructed of materials such as rock, riprap or concrete.
 - d. Soft shoreline stabilization measures that provide restoration of shoreline ecological functions may be permitted waterward of the OHWM.
 - e. When hard shoreline stabilization measures are demonstrated to be necessary, they must:
 - i. Limit the size of stabilization measures to the minimum necessary.
 - ii. Assure no net loss of shoreline ecological functions.
 - iii. Ensure that publicly financed or subsidized shoreline erosion control measures do not restrict appropriate public access to the shoreline except where such access is determined to be infeasible because of incompatible uses, safety, security, or harm to ecological functions.

- iv. Where feasible, incorporate ecological restoration and public access improvements into the project.

Staff Comment: The proposal and submitted reports demonstrate that the project will not result in a net loss of shoreline ecological functions and provided the necessary mitigation sequencing analysis. Ecological restoration components have been incorporated to the greatest extent feasible. A hydraulic project approval is required as part of the building permit for any construction at or below the Ordinary High Water Mark (OHWM).

- f. Shoreline stabilization measures shall not be for the purpose of creating dry land. Leveling or extending property, creating or preserving residential lawns, yards or landscaping shall not be allowed except when otherwise allowed in this section due to health and safety.
- g. Minimize disturbance pertaining to beach access by avoiding switchback trails which require hard stabilization. Where such avoidance is not feasible, mitigation for impacts to shoreline ecological functions shall be required.
- h. Bluff stabilization walls shall be prohibited unless proven necessary through a geotechnical report.

Staff Comment: The geotechnical report states that the proposed bulkhead is the minimum necessary to prevent overtopping wave action from eroding the foundation of the primary residence and septic field. Erosion of the existing septic field will reduce it's functionality. Native plant and shrub plantings are required via the Habitat Management Plan, further clarified in a detailed planting plan submitted with the building permit.

- i. Placement of shoreline stabilization methods shall follow the natural contour of the existing shoreline, be parallel to and at or above the OHWM.

Staff Comment: The project will reconstruct the bulkhead within the existing footprint, or landward, and better align with shoreline contours.

- j. Shoreline stabilization on marine feeder bluffs, when determined necessary pursuant to the standards of this section, may require additional mitigation measures, including those necessary to offset the loss of sediment supply.

Staff Comment: Sediment supply or transport will not be impacted by this project.

- k. Shoreline stabilization must be designed by a professional engineer licensed in the state of Washington with demonstrated experience in hydraulic activities of shorelines. Alternatively, soft shoreline stabilization may be designed by a habitat biologist or a professional with demonstrated expertise in designing soft shoreline stabilization structures.

Staff Comment: This project has been designed by a professional engineer.

- l. Depending on the degree of hard or soft elements to the project, the department, WDFW, and/or U.S. Army Corps of Engineers may require varying degrees of mitigation or other permit conditions.
- m. Shoreline stabilization structures shall not result in a net loss of shoreline ecological functions.

Staff Comment: The project requires a Hydraulic Project Approval from the Washington State Department of Fish and Wildlife. The project is consistent with Kitsap County Code, Title 22 Shoreline Master Program, including a No Net Loss determination.

- n. Shoreline stabilization, as applied in this section, is generally distinguished from shoreline restoration activities. However, specific shoreline stabilization elements of restoration activities shall be guided by this section.

Staff Comment: This project is being reviewed under these Administrative Conditional Use criteria as these are non-restorative elements.

2. New and Expanded Shoreline Stabilization.

- a. If shoreline stabilization is necessary pursuant to a geotechnical analysis, the method, either hard or soft, shall not result in a net loss of shoreline ecological functions. To meet this requirement, on- and off-site mitigation measures may be required.
- b. Shoreline stabilization structures shall not be constructed with waste materials such as demolition debris, derelict vessels, tires, concrete or any other materials which might have adverse toxic or visual impacts on shoreline areas.
- c. New structural stabilization measures shall not be allowed except when necessity is demonstrated in the following manner:
 - i. To protect legally existing primary structures:
 - (A) New or enlarged structural shoreline stabilization measures for the existing primary structure, including residences and their primary appurtenant structures or uses, shall not be allowed unless there is conclusive evidence, documented by a geotechnical analysis, that the lawfully established, primary structure is in imminent danger from shoreline erosion caused by tidal actions, currents, or waves;
 - (B) Normal sloughing, erosion of steep bluffs, or shoreline erosion itself, without a scientific or geotechnical analysis, is not demonstration of need;

Staff Comment: According to the Geotechnical report the proposed project is necessary to protect a primary single-family residence and septic system on the property due to imminent structural failures of the existing bulkhead. The bluff retaining structures are necessary due to already occurring shoreline erosion caused by tidal actions, currents, and waves, thus for the protection of the home and necessary appurtenances.

3. Replacement and Repair of Existing Shoreline Stabilization and Armoring.

Staff Comment: If not for the height increase this project would qualify as repair of an existing hard shoreline stabilization. At minimum the applicant can repair and replace the hard shoreline stabilization.

4. Shore Stabilization on Streams.

Staff Comment: Not applicable.

j. Access, Traffic and Roads

Access, traffic and roads are not analyzed for this permit.

k. Fire Safety

Fire safety is not analyzed for this permit.

l. Solid Waste

Solid waste is not analyzed for this permit.

m. Water/Sewer

Water/sewer is not analyzed for this permit.

n. Kitsap Public Health District

No comment at this time.

10. 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.

11. 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.

12. Decision

Based upon the analysis above and the decision criteria found in KCC 17.540.040 and 22.500.100(D)3, the Department of Community Development recommends that the Shoreline Administrative Conditional Use Permit request for Collins – Replace Bulkhead be **approved**, subject to the following conditions:

a. Planning/Zoning

1. The placement of the bulkhead is for the protection of the upland property and not for the indirect intent of creating uplands at the expense of tidelands. The placement of the bulkhead shall be subject to the approved site plan and shall follow the natural contours of the shoreline and shall be placed at or above Ordinary High Water.
2. Any work done below the ordinary high water mark requires a Hydraulic Project Approval (HPA) permit from the Washington Department of Fish and Wildlife. Information regarding an HPA can be found at <http://www.wdfw.wa.gov/hab/hpapage.htm>.

b. Development Engineering

3. Erosion and sedimentation control Best Management Practices shall be implemented and shall remain in place throughout the construction period.

c. Environmental

4. Subject to the conditions of the Geotechnical report associated with this permit and on file at the Department of Community Development.
5. Subject to the conditions of the Habitat Management Plan and No Net Loss report associated with this permit and on file at the Department of Community Development.
6. There shall be no clearing of vegetation or grading in the buffer area, as is depicted on the approved site plan. Prior to any clearing or development, please contact Development Services and Engineering Environmental staff at (360)337-5777 to confirm buffer boundaries.

d. Traffic and Roads

NA

e. Fire Safety

NA

f. Solid Waste

NA

g. Kitsap Public Health District

N/A

Report prepared by:



Name, Staff Planner / Project Lead

8/15/2025

Date

Report approved by:



Name, Department Manager / Supervisor

8/15/2025

Date

Attachments:

Attachment A – Site Plan

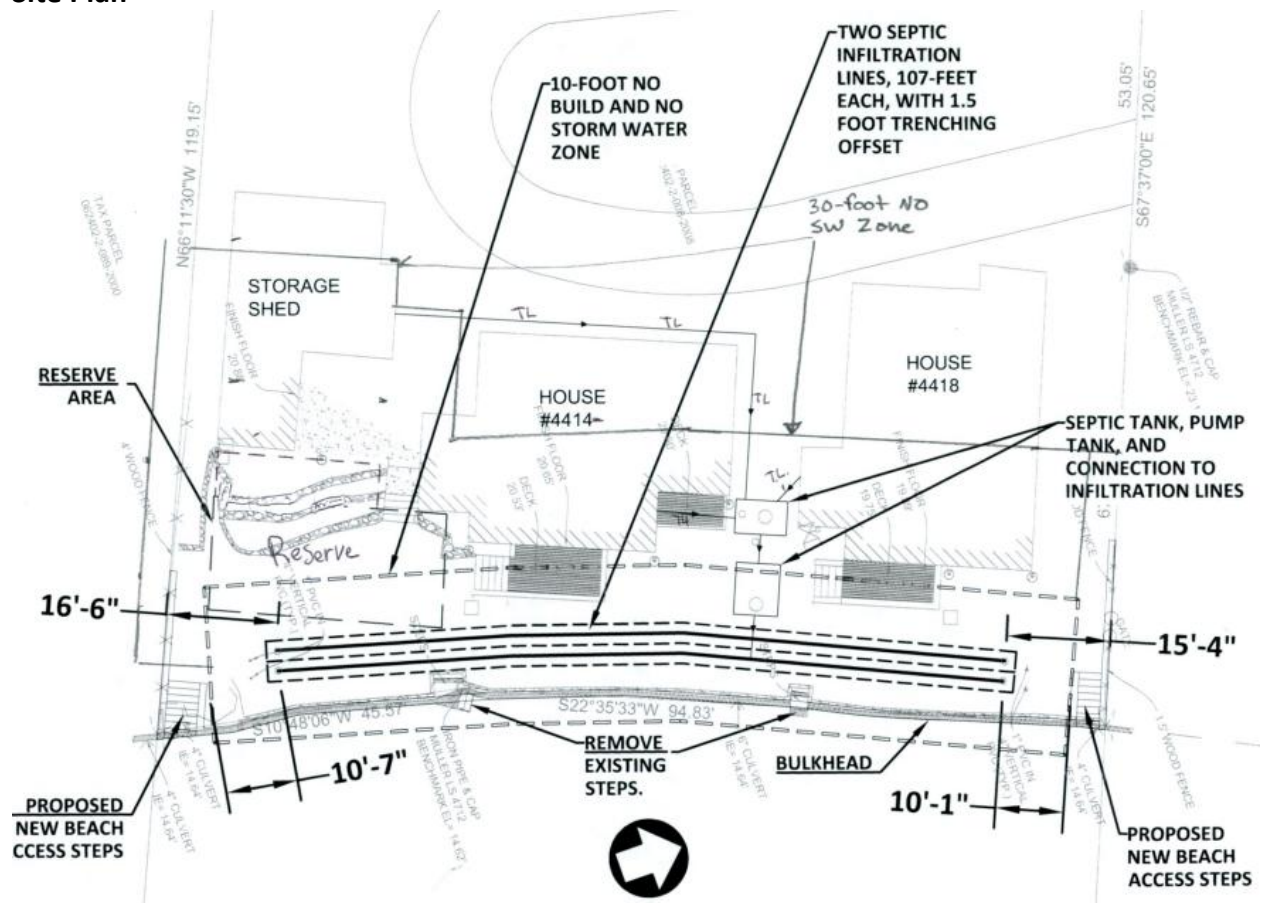
Attachment B – Critical Areas Map

Attachment C – Zoning Map

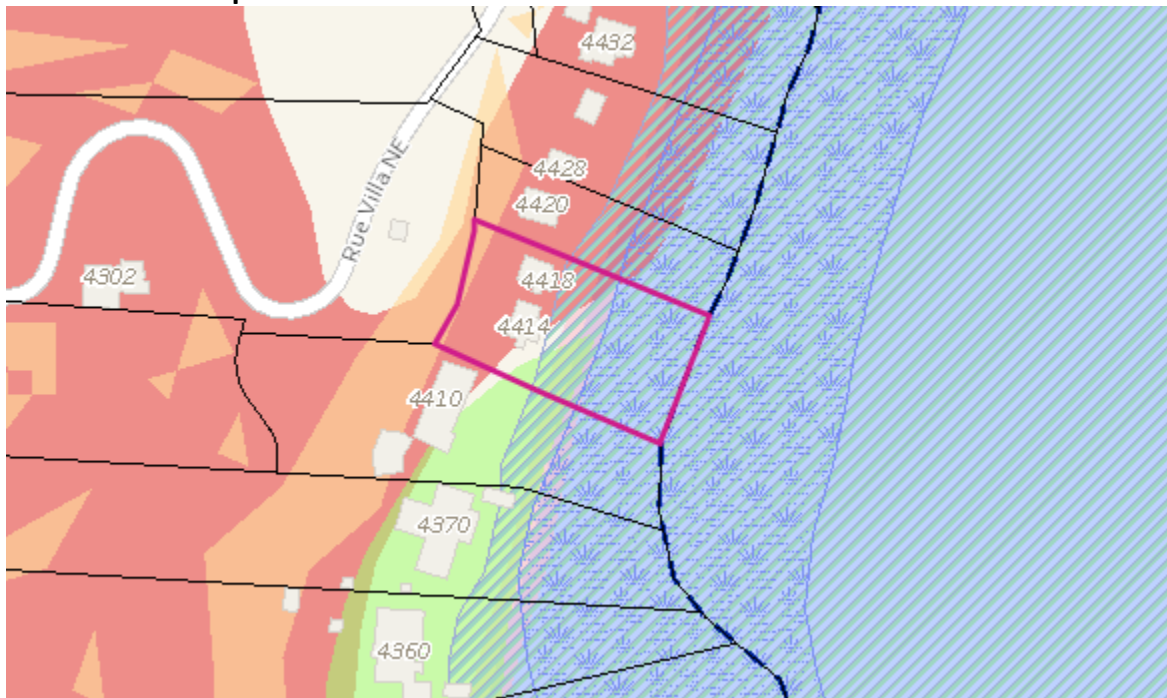
Attachment D – Section Detail

CC: Nancy & Charles Collins: ctcolsper@gmail.com
Allison Martin: allison@dgcwatershed.com
Kelly Collins: kcollins86@hotmail.com
Kitsap County Health District, MS-30
Kitsap County Public Works Dept., MS-26
DCD Staff Planner: Kate Millward

Site Plan



Critical Areas Map



Zoning Map



Attachment D: 2017 Ecology Shoreline Photo



Attachment D – Section Detail

