



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: 08/14/2025

To:

Sidney Alexander and Ann Alexander, ann.alexander@comcast.net
Berni Kenworthy, berni.kenworthy@axislandconsulting.com

RE:

Permit Number: 24-03815_24-03817

Project Name: ALEXANDER - Preliminary 3 Lot Short Plat Subdivision - SP
#7471_ALEXANDER - Shoreline Substantial Development Permit for Short Plat

Type of Application: PSP_SSDP

The Kitsap County Department of Community Development has **APPROVED** the land use application for **24-03815-24-03817 Alexander PSP-SSDP**, **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:

Engineer: Ecological Land Services, Joanne@eco-land.com

Engineer: Loving Engineering & Consulting, ahmis@lovingengineering.com

Geologist: Coastal Solutions, rob@coastalsolns.com

Surveyor: AES Consultants, aes@bainbridge.net

Interested Parties:

Janet Emery, xstitch@q.com

Taylor Harriman, tharriman@sugquamish.nsn.us

Elizabeth Kamber, elizabethkamber@gmail.com

24-03815-24-03817 Alexander PSP-SSDP
08/14/2025

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
WA Dept of Fish & Wildlife
WA Dept of Natural Resources
WA State Dept of Transportation
Parks
Navy
DSE
Kitsap Transit
Central Kitsap Fire District
Central Kitsap School District
Puget Sound Energy
City of Bremerton Planning Director
Water Purveyor: City of Bremerton
Sewer Purveyor: PUBLIC UTILITY DIST NO 1
WA State Dept of Ecology-SEPA
WA State Dept of Ecology-Wetland Review
WA State Dept of Ecology-Shoreline Review
Puget Sound Clean Air Agency
DCD
Cascade Natural Gas
Assessor's Office
Kitsap Sun
Prosecutor's Office
WA Department of Health
Hearing Examiner
DE & PEP
Bremerton School District
DCD Staff Planner: Kate Millward



Kitsap County Department of Community Development

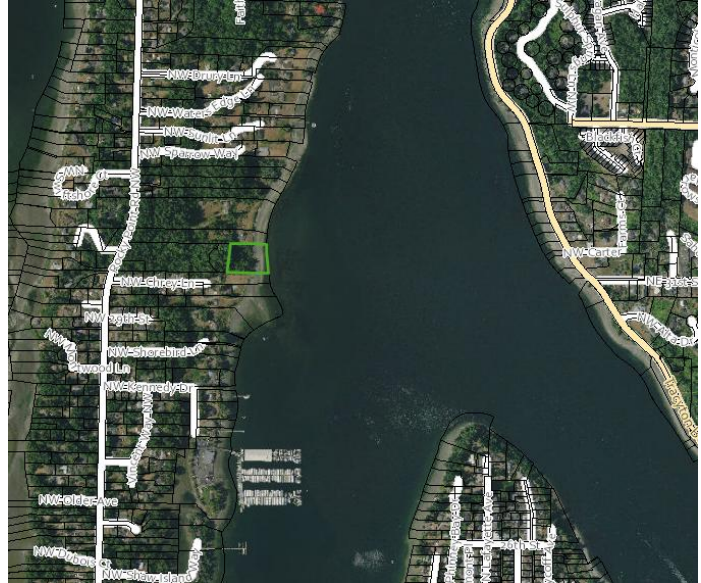
Administrative Staff Report and Recommendation

Report Date: 08/07/2025
Hearing Date: NA

Application Submittal Date: 8/21/2024
Application Complete Date: 10/02/2024

Project Name:
Alexander Shoreline Substantial Development Permit for Short Plat

Vicinity Map:



Type of Application: Preliminary Short Plat (P-SP) Shoreline Substantial Development Permit (SSDP)

Permit Number: 24-03815 and 24-03817

Project Location:
No Situs Address
Commissioner District #2

Assessor's Account #:
102401-2-120-2006

Applicant/Owner of Record:
Sidney Alexander and
Ann Alexander
354 Devonshire Blvd
San Carlos, CA 94070

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

1. Background

The Applicant plans to subdivide a 1.07-acre parcel into three lots:

- Lot A (14,519 SF)
- Lot B (15,526 SF)
- Lot C (15,628 SF)

Kitsap County Code (KCC) Section 22.500.100(B) requires a Shoreline Substantial Development Permit (SSDP) for this subdivision. After slopes and shoreline buffer are set aside in critical area easements, the buildable area will meet code.

2. Project Request:

To subdivide one shoreline parcel into three shoreline parcels.

3. The applicant proposes subdivide the existing parcel into three smaller parcels. 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 October 25, 2024.

The SEPA appeal period expired November 4, 2024. No appeals were filed; therefore, the SEPA determination is final.

4. Physical Characteristics:

The 1.07-acre wooded parcel is relatively flat with steep slopes to the west and shoreline to the east.

Table 1 – Adjacent Land Use and Zoning Designations

| Surrounding Property | Current Land Use | Zoning Designation |
|----------------------|----------------------------------|----------------------------|
| North | Single-family residence | Urban Low Residential (UL) |
| South | Single-family residence | Urban Low Residential (UL) |
| East | Puget Sound – Washington Narrows | NA |
| West | Undeveloped | Urban Low Residential (UL) |

Table 2 – Density, Dimensions, and Design (KCC 17.420)

| Standard | Urban Low Residential | Proposed |
|------------------------|--------------------------|----------|
| Min. density (du/acre) | 5 du * .4 acres = 2 du | 3 |
| Max. density (du/acre) | 9 du * 1.05 acres = 9 du | 3 |
| Min. lot size | 2,400 SF | 3,374 SF |
| Max. lot size | 9,000 SF | 4,368 SF |

| | | |
|----------------------------------|--|------|
| Min. lot width | 40' | 82' |
| Min. lot depth | 60' | 176' |
| Max. height (feet) | 35 feet | N/A |
| Max. impervious surface coverage | N/A | N/A |
| Max. lot coverage | N/A | N/A |
| Setbacks | | |
| Min. front (41)(42)(43) | 20' for garage or carport; 10' for habitable area (29) | N/A |
| Side (42)(43) | 5' | N/A |
| Rear (42)(43) | 10' | N/A |

Staff Comment: The created parcels meet the minimum and maximum lot sizes once the unbuildable critical areas are set aside in easements.

Table 3 – Public Utilities and Services

| Surrounding Property | Current Land Use |
|----------------------|-------------------------------------|
| Water | Bremerton Water System |
| Power | Puget Sound Energy |
| Sewer | Onsite Septic |
| Police | Kitsap County Sheriff |
| Fire | South Kitsap Fire & Rescue |
| School | Bremerton School District No. 100-C |

5. Access:

Rocky Point Rd NW, a County maintained right-of-way, provides direct access to the project site.

6. Site Design:

The proposal divides the parcel horizontally with an access/utility easement to the west, buildable areas in the middle, and a vegetative buffer to the east down to the shoreline (see attached plat map).

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 2016. The following Comprehensive Plan goals and policies are most relevant to this application:

Land Use Goal 1. Focus current and future planning on infill and redevelopment of existing Urban Growth Areas (UGAs).

Land Use Goal 3. Support more dense residential areas with access to transportation, urban amenities, goods and services, physical activity, and healthy foods.

Land Use Policy 16. Promote housing preservation and development in areas that are already well-served by schools, public transportation and commercial facilities, and have adequate infrastructure to support alternative modes of transportation.

Land Use Goal 6. Direct development to designated Urban Growth Areas consistent with projected population growth, Growth Management Act and the Countywide Planning Policies while considering development patterns that reduce sprawl, use urban land more efficiently, and that incorporate feasible, innovative and sustainable practices.

Land Use Policy 29. Through application of Growth Management Act goals, increase density in urban areas and limit sprawl in rural lands.

Environment Goal 1. Formally treat natural environments and ecosystems including forest lands, shorelines, freshwater systems, intact ecosystems, and other critical areas as an essential asset that is planned for, managed, and invested in to meet the needs of current and future generations.

Environment Goal 4. In support of, and not as a substitute for, the above goals, the County will continue to provide opportunities for stewardship, education and public dialogue regarding the management and protection of the natural environment.

Environmental Policy 21. Support and coordinate voluntary stream, wetland and shoreline restoration and preservation efforts.

The proposal complies with all Shoreline Master Program guidelines.

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 |
| Title 22 | Shoreline Master Program |

8. Documents Consulted in the Analysis:

A complete index of exhibits is located in the project file. To date, the index to the record consists of:

| Exhibit # | Document | Dated | Date Received / Accepted |
|-----------|-------------------------|---------|--------------------------|
| 1 | STAFF REPORT | | |
| 2 | Short Plat | 5/19/25 | 5/23/25 |
| 3 | JARPA | 8/19/24 | 8/22/24 |
| 4 | Critical Area Report | 7/20/23 | 8/22/24 |
| 5 | Habitat Management Plan | 8/2024 | 8/22/24 |
| 6 | SEPA Checklist | 8/19/24 | 8/22/24 |
| 7 | No Net Loss | 7/25/24 | 8/22/24 |
| 8 | Geotech Memo | 6/24/24 | 8/22/24 |

9. Public Outreach and Comments:

The Department received two written comments:

- The Suquamish Tribe requested the completion of an archaeological survey prior to any ground disturbing activities associated with the project.
- A neighbor questioned the shoreline setback, stormwater management, and septic system ownership. Furthermore, the neighbor opposed the three-lot subdivision citing an inconsistency with existing development character on Phinney Bay.

10. Analysis:

- a. Planning/Zoning
 - 16.24.040 Urban Standards
 1. General.
 - a. When accessing paved county right-of-way, the project approach shall be paved, per Chapter 4 of the Kitsap County Road Standards, as now or hereafter amended. When adjacent to or accessing Washington State Department of Transportation (WSDOT) right-of-way, WSDOT shall be provided the opportunity to review and comment on the proposed land segregation with respect to access.
 - b. Appropriate drainage facilities to mitigate construction of roads shall be provided and constructed in accordance with Title [12](#), Stormwater Drainage, as now or hereafter amended.
 - c. When accessing WSDOT right-of-way, the project approach shall meet WSDOT standards and WSDOT stormwater requirements shall apply.
 2. Private Roads. All private roads within single-family developments proposing more than four lots shall be in the form of separate access tracts and shall be constructed in

compliance with the requirements of the fire marshal's office regarding emergency vehicle access. Private roads shall be cleared, grubbed, graded and paved, using permeable pavement where feasible in accordance with the Kitsap County Stormwater Design Manual.

3. Public Rights-of-Way. For land segregations proposing more than four lots, dedication of right-of-way shall be required when a proposed road meets the criteria for classification as an arterial, collector or sub-collector in the KCRS. All road(s) shall be constructed in compliance with adopted Kitsap County Road Standards, as now or hereafter amended.

4. Shared Driveways. For the purposes of limiting access to county roads or reducing impervious surfaces, a shared driveway may be permitted for accessing up to two lots, where approved by the director. Each owner of the shared driveway shall have an appropriate easement to the use of the driveway. Maintenance responsibilities shall be specified within the recorded easement documents or on the face of the final plat. The maximum width for a shared driveway shall be twenty-four feet.

Staff Comment: The approach off Rocky Point Rd NW needs to be paved and the permit is conditioned as such.

B. Public Transit Provisions. Land segregations shall provide for transit stops, shelters and/or space for said stops or shelters, as deemed necessary.

Staff Comment: Public transit provisions are not necessary here.

C. Nonmotorized Facilities.

1. Pedestrian Sidewalk Requirements.

a. Sidewalks shall be required on both sides of all public or private streets that meet the criteria for classification as a principal or minor arterial, collector, local sub-collector or local minor road as determined under the Kitsap County Road Standards.

b. Sidewalks shall be required on a minimum of one side of all public or private streets that meet the criteria for classification as local road, cul-de-sac or very low volume local road as determined under the Kitsap County Road Standards. Sidewalks may be required on both sides based upon site-specific conditions.

c. Sidewalk design shall be consistent with all applicable standards, including but not limited to Kitsap County Road Standards, shall apply the Americans with Disabilities Act (ADA) standards for sidewalk ramps at all intersections, pedestrian crossings and transit stops and shall be a minimum of five feet wide.

d. Where clustered mailboxes are proposed or required at the entrance and/or within the development, sidewalks shall be widened to meet required horizontal and vertical clear zones.

e. Rolled curbs and thickened edge asphalt are prohibited, except where the sidewalk is separated from the street by at least five feet by a bioswale or other water quality treatment facility, or landscaping berm.

2. Nonmotorized Trail Requirements. All development must be consistent with the Kitsap County Greenways, Bicycle Lane and Mosquito Fleet Trail Plan (Mosquito Fleet Trail Plan), as adopted. Where required by the Mosquito Fleet Trail Plan, a nonmotorized trail shall be provided. The trail shall be designed and built to the Mosquito Fleet Trail Plan standards for the required trail classification. Based upon topographic features, safety or other factors, provision of a trail may reduce the requirement for sidewalks.
3. Multipurpose Facilities. Where required by the Mosquito Fleet Trail Plan, multipurpose facilities, including but not limited to bicycle lanes shall be provided. All bicycle lanes shall be constructed to WSDOT standards at locations required by the Mosquito Fleet Trail Plan.

Staff Comment: The project is required to add frontage improvements on the east side of Rocky Point Rd NW and sidewalks on at least one side of the private drive.

- D. Public Street and Street Connectivity Requirements. Dedicating or deeding property for right-of-way or a portion thereof to the county for public streets within, or along the boundaries of, all single-family subdivisions, shall be required as a condition of application approval where the county demonstrates all of the following:
 1. Facts support that such dedication is reasonably necessary as a result of the impact created by the proposed development;
 2. Such dedication will result in mitigation of the impact in the reasonably foreseeable future;
 3. Connectivity to existing public right-of-way is feasible; and
 4. One or more of the following circumstances are met:
 - a. A county transportation plan indicates the necessity of a new or additional right-of-way or portion thereof for street purposes;
 - b. The dedication is necessary to provide additions of right-of-way to existing county right-of-way to meet county road standards;
 - c. The dedication is necessary to extend or to complete the existing or future neighborhood street pattern;
 - d. The dedication is necessary to comply with county road standards and Kitsap County transportation plans;
 - e. The dedication is necessary to provide a public transportation system that supports future development of abutting property consistent with the Kitsap County Comprehensive Plan or Kitsap County zoning code.

Staff Comment: This does not apply.

- E. Off-Street Parking.
 1. Projects shall provide off-street parking consistent with the requirements of Chapter [17.490](#). Kitsap County encourages the use of low impact development (LID) techniques that conserve natural areas and minimize development impacts. Deviations from the off-street parking requirements set forth herein may be supported when LID

techniques are employed without risk to the traveling public, critical infrastructure or maintenance operations.

2. When calculating the required number of parking spaces, fractional parking space requirements shall be rounded up to the nearest whole number.
3. If the development includes set-aside parking areas, each area shall be limited to no more than ten spaces and shall be distributed throughout the development.

Staff Comment: Development has adequate space to meet single-family residential parking requirements.

F. Fire Protection. Fire protection including fire hydrants, water supplies for firefighting and emergency vehicle access shall be provided in accordance with Title [14](#), the Kitsap County Building and Fire Code, and other applicable ordinances.

Staff Comment: A hydrant will be installed on Rocky Point Rd NW for fire flow and sprinklers will be installed for access.

G. Landscaping Requirements.

1. Landscaping shall be provided at all entrances to the project development consistent with the landscaping standards of Chapter [17.500](#).
2. Street trees, landscaping and stormwater consistent with Titles [12](#) and [17](#) shall be provided along all public and private streets that meet the criteria for classification as a principal or minor arterial, collector or local sub-collector and local access roads as determined by the Kitsap County Road Standards. Street trees shall be located in the road right-of-way or access tract, or the front yards of individual lots or units. Where adequate ROW is available, street trees shall be located between roadway and sidewalk. Street trees located on individual lots may be installed before final plat approval or before the certificate of occupancy for individual building permits. There shall be at least one tree per every twenty-five feet of road frontage. Trees shall be spaced no further apart than thirty-five feet. Street tree species shall be consistent with the Kitsap County Road Standards (KCRS) and shall be large canopy trees unless otherwise approved by the director for special mitigating circumstances. Maintenance of street trees and landscaping within county right-of-way is the responsibility of the fronting property owner(s).

Staff Comment: The project requires 7 street trees to be planted along the east side of Rocky Point Rd NW.

H. Utilities.

1. Water Supply and Sanitary Sewer System. Where an approved public water supply and/or an approved public sewer system is available to the land segregation project, connection thereto may be required upon the recommendation of the health officer or other Kitsap County requirements.

2. Utility Easements. A ten-foot utility easement shall be located along those lot frontages within the land segregation project that abut private and public roads. This easement shall accommodate what is commonly referred to as broadband access.
3. Utility Connectivity Requirements. Easements for future public utility extensions to abutting properties shall be required as a condition of application approval in cases where the county finds the following:
 - a. Vacant or underutilized land abuts the proposed land segregation or development; and
 - b. The location of said utility easement is reasonable based upon the design needs for future utility infrastructure; and
 - c. The establishment of said easement will further the extension of utility infrastructure within the urban growth area; and
 - d. The extension of utilities using the easement is foreseeable; and
 - e. The establishment of said easement furthers the goals and policies of the Comprehensive Plan.

Staff Comment: 15-foot access and utility easements are created for each proposed lot.

- I. Recreation Requirements.
 1. All land segregations (except those segregations proposed as a performance based development) of more than four lots within residential zoning designations or that include residential units and that result in lots of less than eight thousand square feet in size shall provide recreational open space at the following ratios:
 - a. Where developed at a density of nine units or less per acre, three hundred ninety square feet per unit;
 - b. Where developed at a density of greater than nine units per acre, one hundred seventy square feet per unit;
 - c. If calculations result in a fraction, the fraction shall be rounded up to the nearest whole number;
 - d. A project applicant may propose a different standard for meeting these recreational requirements so long as the proposed facilities meet the minimum level of service for recreational facilities as set forth in the Kitsap County Comprehensive Plan.
 2. Recreation facilities shall be placed in a designated recreational open space tract and shall be dedicated to a homeowners' association or other acceptable organization, to provide continued maintenance of the recreational open space tract.
 3. Recreational open space tracts shall:
 - a. Be of a grade and surface suitable for recreation improvements and generally have a maximum grade of five percent, unless a steeper grade is acceptable for the activities associated with the amenity;
 - b. Be located on the site of the proposed land segregation;
 - c. Be conveniently located common to all residents and affords good visibility of the tract from roads, sidewalks and dwellings;
 - d. Have no dimensions less than thirty feet, except the width of trail segments;
 - e. Be at least five hundred square feet in size;

- f. Be located in one designated area, unless it is determined that recreational opportunities would be better served by multiple areas developed with recreation or play facilities; and
 - g. Be accessible and convenient for year-round use to all residents within the land segregation.
4. Play equipment, paved sports courts, exercise fitness trails, community gardens with water service, age-appropriate facilities or similar amenities shall be provided within the recreational open space tract. Construction of amenities shall meet the latest industry safety standards.
 5. 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 of this subsection are met.

Staff Comment: Recreation space is not required as the proposal creates fewer than four lots.

22.500.100(B) Substantial Development Permit.

1. The Act provides that no substantial development shall be undertaken on the shorelines of the state without first obtaining a substantial development permit (SDP).

Staff Comment: The applicant is applying for a substantial development permit.

2. An SDP shall be classified under Chapter 21.04.

Staff Comment: The permit is a Type II per KCC 21.04.070.

3. An SDP shall be granted only when the applicant can demonstrate that the proposed development is consistent with the policies and procedures of the Act and this program, as well as criteria in WAC 173-27-150.

Staff Comment: The project is consistent with Kitsap County's Shoreline Master Program, the RCW and the WAC.

4. The Act provides a limited number of exceptions to the definition of substantial development. Those exceptions are contained in RCW 90.58.030 and are summarized below in subsection (C)(3) of this section, and do not require an SDP. Whether or not a development constitutes a substantial development, all development must comply with the requirements contained in the Act and this program and may require other permits or approvals under this master program. Permits may be issued with limitations or conditions to assure consistency with the Act and this program.

Staff Comment: The subdivision is compliant with Kitsap County's Shoreline Master Program, the RCW and the WAC, and conditioned to assure consistency with these.

5. All applications for shoreline substantial development permits or permit revisions shall be submitted to the Department of Ecology upon a final decision by local government pursuant to WAC 173-27-130. "Final decision by local government" shall mean the order of ruling, whether it be an approval or denial, that is established after all local administrative appeals related to the permit have concluded or the opportunity to initiate such appeals has lapsed.

Staff Comment: The project will be submitted to the Department of Ecology upon final decision.

- b. Lighting
Lighting is not analyzed as part of this subdivision.
- c. Off-Street Parking
Space for off-street parking is adequate for single-family residential development.
- d. Signage
Signage is not analyzed as part of this subdivision.
- e. Landscaping
Landscaping is referenced above, street trees are required.
- f. Frontage Improvements
Frontage improvements are referenced above.
- g. Design Districts/Requirements
This subdivision is not located within a design district.
- h. Development Engineering/Stormwater
Development Engineering has reviewed the above land use proposal and finds the concept supportable in its approach to civil site development. These comments are based on a review of the Preliminary Drainage Report and Preliminary Engineering Plans accepted for review 10/02/2024, and as revised by additional materials accepted for review 05/23/2025 to Kitsap County Development Engineering.
- i. Environmental
The parcel contains both erosion hazards and shoreline. These areas will be placed in tracts to protect them from development. Conditions of approval require compliance with Kitsap County Codes (KCC) which includes the recommendations of the Habitat

Management Plan (HMP) and Geologic reconnaissance report. The proposed subdivision will not result in development that requires shoreline armoring in the future.

Geologic reconnaissance report prepared by Coastal Solutions, dated September 2, 2021. "The proposed boundary line adjust is feasible from a geotechnical perspective. We recommend a minimum top-of-slope structure setback of 40 feet. We recommend a toe of slope setback of 35 feet for any structure built east of the eastern knoll. Surficial landslide activity is likely on the steep slope that could result in mud and debris flowing down and towards future structures. This includes the inferred fill slope on the outboard or east side of the lower access road. We assume this fill was side-cast and placed with no engineering oversight. As a result the fill is suspect and highly susceptible to surficial landslides. Any structures placed at or near the toe of the slope should reviewed for landslide mitigation should it be necessary in the design."

Critical area report prepared by Ecological Land Services, dated July 20, 2023.

Wetland A: Cat IV (habitat score 6) buffer 50'

Stream A: Type Ns, buffer 50'

Shoreline: Type S, buffer 85'

"While there are multiple critical areas and associated buffers, they are spaced in a way that allows ample buildable area for future residential purposes without risking the integrity and function of the critical areas and buffers."

Habitat management plan prepared by Ecological Land Services, dated August 2024.

"The stream and wetland are crossed by the historic road with a 24-inch concrete culvert that will be replaced with a lengthened pipe to widen the road. The widened road is necessary to achieve access to all of the properties and the future homes on the short platted lots proposed on the eastern property. The widening will impact wetland on both sides of the road and stream and wetland buffer (Figure 10)." Per KCC 19.200.225(C) any private road is only allowed within a critical area or its buffer when all of the following are met:

1. No other reasonable or practicable alternative exists and the road or street serves multiple properties whenever possible;
2. For publicly owned or maintained roads or streets, other purposes, such as utility crossings, pedestrian or bicycle easements, viewing points, etc., shall be allowed whenever possible;
3. The road or street repair and construction are the minimum necessary to provide safe roads and streets; and
4. Mitigation shall be performed in accordance with specific project mitigation plan requirements. Applicants may propose to utilize provisions contained in Section [19.200.230](#).

Wetland Impact-The total area of wetland impact is 514 square feet because the project uses the existing crossing and filling wetland only on the north side (Figure 10). The overall function of the wetland will not be affected because of the small area of impact, and it is confined to a single area of the wetland.

o Wetland Mitigation-The mitigation for the direct wetland impact will be enhancement of 3,084 square feet of Wetland A (6:1 ratio for Category IV wetlands), which includes removal of invasive species (mostly English ivy) and installation of shrubs where ivy is removed.

Buffer Impact-A combination of wetland and stream buffer totaling 3,042 square feet will be impacted by widening of the road on the east and west sides of the existing crossing. Impacts will occur on both sides of the road.

o Buffer Mitigation-Mitigation is proposed at a ratio of at least 1:1 and will involve removal of invasives within the buffer in at least 4,121 square feet of the buffer. The primary invasive species is English ivy. Invasive removal will be followed up with plant installation to primarily include conifer trees.

Stream Impact-The stream channel will be temporarily impacted by replacement of the culvert and will include minor grading that will be restored to match preimpact conditions.

o Indirect Impact-The wetland represents the bulk of the onsite critical area with the stream mostly along the east edge of the wetland. The indirect impacts include potential for increased light and noise within the wetland because of the creation of the private road.

o Mitigation-The wetland enhancement proposed to compensate for wetland fill also provides compensation for the indirect impacts by increasing the vegetation cover and thus rectifies the potential noise and light impacts.

j. Access, Traffic, and Roads

No comment at this time.

k. Fire Safety

Hydrant being installed for fire flow; sprinklers being installed for access.

l. Solid Waste

No comment at this time.

m. Water/Sewer

Site is outside the service area for KCPW Sewer Utility Division.

n. Kitsap Public Health District

Non-project action - not analyzed as part of this proposal.

11. Review Authority:

The Director has first review authority for this Administrative Variance application under KCC 21.04.100. The Director may approve, approve with conditions, or deny this application. Once the Decision is made, the proposal is forwarded to the Washington Department of 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 (KCC 22.500.100(E)).

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 17.550.030(A), the Department of Community Development recommends that the shoreline substantial development permit be approved, subject to the following conditions:

Planning/Zoning

1. The unbuildable area of these lots due to critical areas shall be recorded into critical areas easements/tracts. AFN will be required at final plat and placed on the face of the plat.
2. This project must comply with the recommendations of the Critical Areas Report prepared by Ecological Land Services, dated July 20, 2023, and the Habitat Management Plan prepared by Ecological Land Services, dated August 2024.
3. This project must comply with the recommendations of the Geologic Reconnaissance Report prepared by Coastal Land Solutions, dated September 2, 2021.
4. The approach off Rocky Point Rd NW shall be paved.
5. The project is required to add frontage improvements on the east side of Rocky Point Rd NW and sidewalks on at least one side of the private drive.
6. The project shall plant 7 street trees on the east side of Rocky Point Rd NW to satisfy the landscaping requirements.

Development Engineering

7. 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.
8. 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.
 9. 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 Engineering.
 10. 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 SDAP (or Building Permit if no SDAP required) application is deemed fully complete. 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 Code in effect at the time of SDAP application, or Building Permit if an SDAP is not required.
 11. A Hydraulic Project Approval (HPA) permit may be required for work below the ordinary high water mark or associated with the outfall. Prior to SDAP approval, the applicant shall submit an approved HPA from the Washington Department of Fish and Wildlife (WDFW), or documentation from WDFW specifying that a HPA is not required. Information regarding HPA's can be found at <http://www.wdfw.wa.gov/hab/hpapage.htm> or by calling the Office of Regulatory Assistance at (360) 407-7037.
 12. The impervious area per lot accounted for in the overall drainage facilities installed shall be indicated on the face of the final plat, along with the following note: 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 Permit.
 13. 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.
 14. 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.

15. The owner shall be responsible for maintenance of the storm drainage facilities for this development following construction. Before requesting final inspection for the SDAP (or for the Building Permit if an SDAP is not required) 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.
16. Prior to recording the Final Plat, all work associated with the required Site Development Activity Permit shall be completed, including approval of all required inspections, and submittal of all engineer's certifications or other documentation required by the Site Development Activity Permit.
17. 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.

Environmental

18. The Suquamish Indian Tribe requests that an archaeological survey to be conducted prior to any ground disturbing activities associated with the project. Communicate with Taylor Harriman tharriman@suquamish.nsn.us, or other contacts designated by the Suquamish Indian Tribe, as the project progresses.
19. The proposed subdivision will not result in development that requires shoreline armoring in the future. This note must be added to the face of the final plat.

Traffic and Roads

20. 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.
21. Prior to recording the Final Plat, vehicular access shall be constructed to provide access to all proposed lots.
22. 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 a further review by Kitsap County Development 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 access from interior roads only.

23. 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 SDAP acceptance or Building Permit approval, if a SDAP is not required.
24. The Site Development Activity Permit (or Building Permit, if an SDAP is not required) shall include plans for construction of the road approach between the edge of existing pavement and the right-of-way line at all intersections with county or state rights-of-way. Approaches to county rights of way shall be designed in accordance with the Kitsap County Road Standards as established in Chapter 11.22 of the Kitsap County Code. Approaches to state rights of way shall be designed in accordance with current WSDOT standards. Existing approaches may need to be improved to meet current standards.
25. 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, or Building Permit process, if a SDAP is not required. The need for and scope of bonding will be determined at that time.

Fire Safety

N/A

Solid Waste

N/A

Kitsap Public Health District

N/A

Report prepared by:



Kate Millward, Senior Planner and Project Lead

08/07/2025

Date

Report approved by:



Darren Gurnee, Planning Supervisor

08/07/2025

Date

Attachment A: Plat Map

Attachment B: Critical Areas Map

Staff Report: 24-03817 Alexander Shoreline Substantial Development Permit for Short Plat

CC: Applicant/Owner: Ann & Sidney Alexander, ann.alexander@comcast.net

Project Representative: Berni Kenworthy, berni.kenworthy@axislandconsulting.com

Interested Parties: Ecological Land Services, Joanne@eco-land.com

Loving Engineering & Consulting, ahmis@lovingengineering.com

Coastal Solutions, rob@coastalsolns.com

AES Consultants, aes@bainbridge.net

Taylor Harriman, tharriman@suquamish.nsn.us

Elizabeth Kamber, elizabethkamber@gmail.com

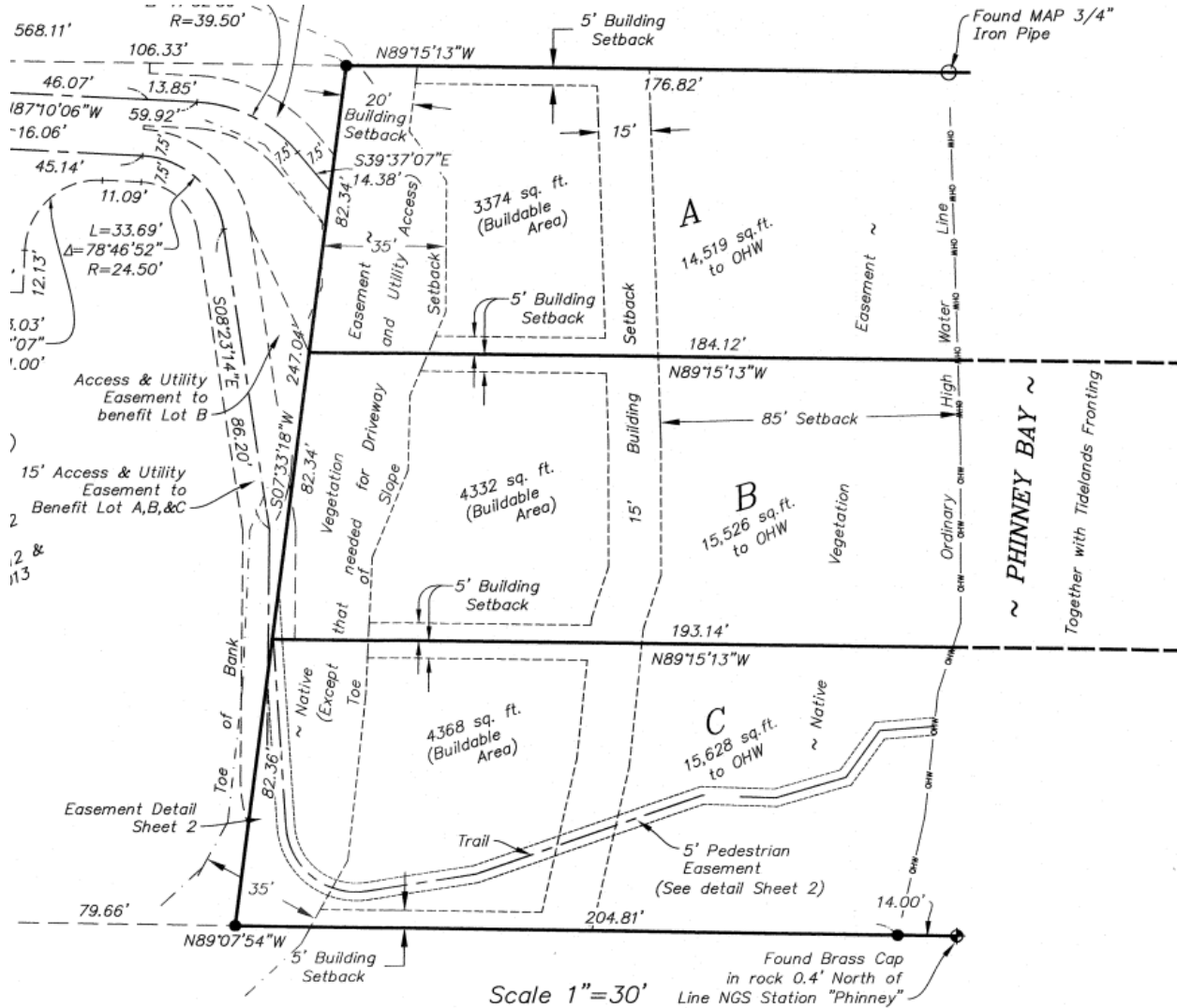
Janet Emery, xstitch@q.com

Kitsap County Health District, MS-30

Kitsap County Public Works Dept., MS-26

DCD Staff Planner: Kate Millward

Attachment A: Plat Map



Attachment B: Critical Areas Map

