



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: 11/21/2025

To:

Larry Todd, ltodd0888@gmail.com

Susan Venard with MAP LTD, suev@map-limited.com

RE:

Permit Number: 24-04304

Project Name: TODD - Preliminary Large 4-Lot Subdivision #455

Type of Application: P LL

The Kitsap County Department of Community Development has **APPROVED** the land use application for **24-04304 TODD P LL NOD**, **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.onscamino.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: Mark Eisses with MAP LTD, marke@map-limited.com

Surveyor: AES CONSULTANTS, aes@bainbridge.net

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

24-04304 TODD P LL
11/21/2025

Suquamish Tribe
Parks
Navy
DSE
Kitsap Transit
North Kitsap Fire District
North Kitsap School District
Puget Sound Energy
Water Purveyor: PUBLIC UTILITY DIST NO 1
Sewer Purveyor: PUBLIC UTILITY DIST NO 1
WA State Dept of Ecology-SEPA Register
WA State Dept of Ecology-Wetland Review
WA Dept of Fish & Wildlife
WA Dept of Natural Resources
WA State Dept of Transportation
DCD Staff Planner: Peggy Bakalarski



Kitsap County Department of Community Development

November 17, 2025

Larry Todd
PO Box 1437
Kingston, WA 98346

RE: Large Lot Subdivision # 455 - Todd
Permit No. 24-04304
Tax Account No. 022602-3-007-2009

Dear Applicant:

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 10/22/2024 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. All required permits shall be obtained prior to commencement of land clearing, construction and/or occupancy.

4. The decision set forth herein is based upon representations made and exhibits contained in the project application (24-04304). 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.
5. 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.
6. Notice to Title required for landfill mitigation. No building permit will be considered for Lot 2 until the developer has delineated and remediated the abandoned landfill located on Lot 2.
7. The applicant must clearly identify the landfill areas and properly reclaim these areas, prior to submitting building permits. This includes approvals from Kitsap Public Health and/or Ecology based on the extent of the landfill. A notice to title shall be filed on each parcel to indicate the presence of a current or past landfill site.
8. On the face of the plat, the following shall be shown, verbatim: Lot 2 of this Large Lot Subdivision contains a closed/abandoned landfill known as the Indianola Landfill or Indianola Dump. This site has confirmed or suspected contamination that could potentially harm people and the environment. It is in the state cleanup process under the Model Toxics Control Act which is administered by the Washington State Department of Ecology (DOE). DOE has assigned this landfill a Facility Site ID of 41936412 and a Cleanup Site ID of 4206. More information about this landfill can be obtained through DOE's website, or by submitting a public records request with the Kitsap Public Health District.

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.
3. A Road Maintenance Agreement will be required for the access easements shown on the face of the plat. This may be in the form of a note on the face of the Final Plat that addresses ownership and maintenance responsibilities of the access easement, or in the form of a Road Maintenance Agreement document to be recorded separately and referenced on the face of the Final Plat.

STORMWATER

1. Construction plans and profiles for all roads, storm drainage facilities and appurtenances prepared by the developer's engineer shall be submitted to Kitsap County for review and acceptance. No construction shall be started prior to said plan acceptance.
2. Approval of the preliminary 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 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.
4. Any project that includes off-site improvements that create additional hard surface such as lane widening, sidewalk or shoulder installation or intersection channelization shall provide stormwater mitigation in accordance with Kitsap County Code Title 12.
5. The site plan indicates that greater than 1 acre will be disturbed during construction. This threshold requires a National Pollutant Discharge Elimination System (NPDES) Stormwater Construction permit from the State Department of Ecology. More information about this permit can be found at: <http://www.ecy.wa.gov/programs/wq/stormwater/construction/>. This permit is required prior to issuance of the SDAP.
6. 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.
7. 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. This Plat is subject to all elements of the Declaration of Covenants Conditions and Restrictions (CC&R's) recorded under Auditor File Number [#####]
- e. 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.
8. The following condition shall be added to the face of the Final Plat: At the time of building permit submittal for any lot within this plat, soil amendment is required for all disturbed areas not covered by hard surface.
9. 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.
10. 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.

TRAFFIC AND ROADS

1. Prior to recording the Final Plat, vehicular access shall be constructed to provide access to all proposed lots.
2. The interior roads of the proposed plat shall be designed and constructed in accordance with Fire Marshal standards for emergency vehicular access.
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 a further review by Kitsap County Development Services and Engineering. All improvements necessary to bring said road to the 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.

- c. The property owners within the plat shall be responsible for maintenance of all landscaping within the existing and proposed right of way including any structures other than roadway, storm drainage facilities and traffic signage. Maintenance shall include, but not be limited to, mowing of lawn areas.
 - d. Road approach permits shall be obtained prior to commencement of work on an individual lot.
- 4. All traffic control devices on public and private roads shall comply with the Manual on Uniform Traffic Control Devices as amended by the Washington Administrative Code. This is in accordance with 23 Code of Federal Regulations (CFR), Part 655.
- 5. The hammerhead shall be designed to accommodate a SU design vehicle. The dumpster enclosure shall not be considered as part of the hammerhead. The wheel path of the design vehicle shall remain within the paved area for all required movements.
- 6. The property owners shall be responsible for maintenance of all landscaping within the existing and proposed right-of-way including any structures other than roadway, storm drainage facilities, and traffic signage. Maintenance shall include, but not be limited to, mowing of lawn areas. A note to this effect shall appear on the accepted construction plans. In addition, Development Engineering reserves the right to require that covenants be recorded to address special maintenance requirements depending on final design.
- 7. 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.
- 8. Any work within the County right-of-way requires 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 MARSHAL

1. On the face of the plat the following shall be shown: "Automatic fire sprinklers, as approved by the Kitsap County Fire Marshal, shall be installed throughout homes here and after constructed on lots created by this land division".
2. On final plat access shall be shown as:
 - a. Unobstructed width of 20 feet and height of 13 feet 6 inches.
 - b. It should be designed and maintained to support a 60,000-pound fire apparatus and be provided with an all-weather driving surface.
 - c. Inside turning radiuses shall be a minimum of 25 feet.
 - d. A turn around complying with Title 14.
 - e. Any portion of the access shall not exceed 12% grade.

HEALTH DISTRICT

1. Final large lot approval will require soils information submitted by a licensed septic designer or professional engineer for each of the proposed lots.

SOLID WASTE

1. Prior to SDAP approval, the applicant shall provide documentation from the solid waste/recycling service provider that their requirements for this project have been met. Waste Management Northwest can be reached at pnwcmsservices@wm.com or 1-800-592-9995; their website is <http://wmnorthwest.com/kitsap/index.html> Condition

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 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; **Rich Nolan** for Stormwater and Traffic matters; **Kate Millward** for Land Use matters/Environmental matters; **Matthew Bryant** for Fire Marshal matters; or **Rich Nolan** for Wastewater matters, all of whom can be reached at (360) 337-5777. Please contact **Christine Bronder** for Health District matters at (360) 337-5285.

24-04304 Todd – Preliminary Approval Letter
November 17, 2025

Sincerely,



Peggy Bakalarski, Project Lead

11.17.25

Date



Bri Ellis, Development Engineering Program Manager

11.17.25

Date

Cc:

Applicant/Owner: Larry Todd, ltodd0888@gmail.com

Authorized Agent: Susan Venard with MAP LTD, suev@map-limited.com

Engineer: Mark Eisses with MAP LTD, marke@map-limited.com

Surveyor: AES Consultants, Inc., aes@bainbridge.net