



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: 05/05/2026

To:

POURTAU CATHERINE, Cathypourtau@gmail.com

Chad Chapman with PRIDE IN CONSTRUCTION INC, prideinconstructioninc@outlook.com

Interested Parties and Parties of Record

RE: Permit Number: 25-02534

Project Name: POURTAU - Type II - Critical Area Buffer Reduction to Address Unnamed Stream on Northern Border and Minter Creek to the East for Proposed Revised 30' x 36' Garage Workshop

Type of Application: CABR

The Kitsap County Department of Community Development has **APPROVED** the land use application for **25-02534 POURTAU - Type II - Critical Area Buffer Reduction to Address Unnamed Stream on Northern Border and Minter Creek to the East for Proposed Revised 30' x 36' Garage Workshop – CABR** 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

25-02534, POURTAU - Type II - Critical Area Buffer Reduction to Address Unnamed Stream on Northern Border and Minter Creek to the East for Proposed Revised 30' x 36' Garage Workshop

Date: 05/05/2026

Skokomish Tribe
Squaxin Island Tribe
Suquamish Tribe
WA Dept of Fish & Wildlife
WA Dept of Natural Resources
WA State Dept of Transportation
DCD Staff Planner: Kate Millward
BGE ENVIRONMENTAL LLC, robbyn@bgeenvironmental.com
PRIDE IN CONSTRUCTION, prideinconstructioninc@outlook.com
Interested Parties:
Gary, Stacie, photophemm@hotmail.com



Administrative Staff Report

Report Date: April 29, 2026

Application Submittal Date: June 9, 2025

Application Complete Date: June 29, 2025

Project Name: Pourtau Garage/Workshop

Type of Application: Critical Area Buffer Reduction (CABR)

Permit Number: 25-02534

Project Location

13251 Westbrook Dr SW
Port Orchard, WA 98367
Commissioner District #2

Assessor's Account

4851-000-027-0001

Applicant/Owner of Record

Catherine Pourtau
13251 Westbrook Dr SW
Port Orchard, WA 98366

Decision Summary

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

VICINITY MAP



1. Background

The project proposes the construction of a 1,080 SF shop/garage and includes a 1,032 SF driveway extension and 390 SF of concrete slab along the front of the building. Existing development on the 2.84-acre parcel includes a 1992 build 1,782 SF manufactured home, associated drainfields, wellhouse, and utilities. Associated use includes a shed, lean to wood bin, and fenced rear yard.

Two Type F waters are present on site: an unnamed stream to the north and Minter Creek to the east. Both streams are associated with a single wetland that spans the northern and eastern portion of the parcel. Nearly the entire parcel is encumbered by wetland and stream buffer, making buffer averaging infeasible. The applicant requests a 50% reduction to both buffers: the wetland buffer from 225 ft to no less than 112.5 ft, and the stream buffer from 200 ft to 100 ft. Mitigation will be accomplished by buffer enhancement of 2,502 SF with plantings of native trees.

2. Project Request

The applicant requests a reduction of standard buffers under the guidelines of Kitsap County Code 19.200.220(B)(2) and 19.300.315(A)(3).

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 requiring 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 permit record as it was issued, since it cannot be changed by the deciding authority.

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 1, 2025. The SEPA appeal period expired October 15, 2025.

A SEPA DNS was issued March 31, 2025. The appeal period closed April 14, 2026. No appeals were filed; therefore the SEPA determination is final. This DNS is issued after using the optional DNS process in WAC 197-11-355.

The Department received one public comment expressing concern about protecting the wetland buffers and the opinion that the planting will be done incorrectly. The project is conditioned to follow the recommendations of the critical areas report, Title 19 and will be inspected for compliance with planting.

4. Physical Characteristics

The subject property is a rectangle-oriented east-west. The stream runs through the parcel from front to back.

Table 1 - Comprehensive Plan Designation and Zoning

Comprehensive Plan: Rural Residential Zone: Rural Residential	Standard	Proposed
Minimum Density	NA	NA
Maximum Density	1 dwelling unit per 5 acres	
Minimum Lot Size	5 acres	NA
Maximum Lot Size	NA	NA

Minimum Lot Width	140 feet	NA
Minimum Lot Depth	140 feet	NA
Maximum Height	35 feet	NA
Maximum Impervious Surface Coverage	NA	NA
Maximum Lot Coverage	NA	NA

Applicable footnotes: None

Table 2 - Setback for Zoning District

	Standard	Proposed
Front (West)	50 feet	50 feet
Side (North)	20 feet, 5 feet accessory structure	20 feet
Side (South)	20 feet, 5 feet accessory structure	5 feet
Rear (East)	20 feet, 5 feet accessory structure	20 feet

Table 3 - Surrounding Land Use and Zoning

Surrounding Property	Land Use	Zoning
North	Single-family residence	Rural Residential (RR)
South	Single-family residence	Rural Residential (RR)
East	Single-family residence	Rural Residential (RR)
West	Single-family residence	Rural Residential (RR)

Table 4 - Public Utilities and Services

	Provider
Water	Kitsap PUD #1
Power	Puget Sound Energy
Sewer	NA
Police	Kitsap County Sheriff
Fire	South Kitsap Fire & Rescue
School	South Kitsap School District #400

5. Access

Access to the subject property is off Westbrook Dr SW.

6. Site Design

Site design is analyzed under Section 10. A driveway and single family home exist on the south western portion of the site. The proposal extends the existing driveway to a new shop, centrally located on the southern portion of the site. This placement avoids impacts to the streams located on the northern and eastern portions of the parcel.

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 December 2024.

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

Environment Goal 1. Ecosystems and habitat

Protect and enhance the health, resilience, functions, and processes of natural environments and ecosystems, including forest lands, shorelines, freshwater ecosystem services and fish and wildlife habitat are sustained into the future.

Environment Policy 1.2

Consider the functions and processes of the natural environment in project planning and review.

Environment Goal 2. Critical areas

Designate and protect critical areas. Critical areas include wetlands, critical aquifer recharge areas, fish and wildlife habitat conservation areas, frequently flooded areas, and geologically hazardous areas.

Environment Policy 2.3

Provide development regulations that protect all functions and values of critical areas to ensure no net loss of ecological function and values.

Environment Goal 3. Protect aquifers and surface waters

Protect aquifers and surface waters to ensure that water quality and quantity are maintained or improved.

Environment Policy 3.1

Coordinate among all appropriate local, state, federal, and tribal agencies, and non-governmental organizations in the review and analysis of groundwater quality and quantity.

Environment Goal 4. Natural resources as an Asset

Formally treat natural environments and ecosystems including forest lands, shorelines, freshwater systems, and critical areas as essential assets that are planned for, managed, and invested in to meet the needs of current and future generations.

Environment Policy 4.1

Recognize that a thriving and vibrant environment is a foundation of a strong and healthy community, tribal way of life, and other positive outcomes.

Environment Goal 6. Use best practices

Utilize best practices to protect people, property, and the natural environment.

Environment Policy 6.1

Use appropriate regulatory and incentive-based approaches in land use, transportation, and development engineering programs.

Environment Policy 6.2

Employ Best Management Practices to protect the long-term integrity of the natural environment, adjacent land uses, and the productivity of resource lands.

Environment Policy 6.3

Maintain and enhance long-term quality and quantity of water resources.

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 19.200	Critical Areas Ordinance: Wetlands
Chapter 19.300	Critical Areas Ordinance: Fish and Wildlife Habitat Conservation Areas
Chapter 21.04	Land Use and Development Procedures

8. Documents Consulted in the Analysis

<u>Applicant Submittals</u>	<u>Dated or date stamped</u>
Critical Area Assessment & Mitigation Plan	March 12, 2026
Site Plan	March 12, 2026
Stormwater SWPP	June 30, 2025
Project Narrative	June 30, 2025
CABR Application	July 14, 2025
SEPA Checklist	September 26, 2026
Photos	June 30, 2025

9. Public Outreach and Comments

The Department received one comment in response to the notice of application, to which the staff report and analysis therein provides a response.

10. Analysis

a. Planning/Zoning

The project proposes to build an accessory structure in the Rural Residential Zone, which is allowed per Title 17 when a primary use is established on the property. The property has a single-family residence, which is a primary use.

17.110.030 Accessory use or structure.

“Accessory use or structure” means an activity or structure that is commonly associated with but subordinate to any principal use or structure.

17.560 Variances

A variance may be granted to any numerical standard of this title, excluding housing density, only when unusual circumstances relating to the property cause undue hardship in the application of this title. This is discussed below in the Environmental Analysis.

A review of surrounding parcels shows that several have similar-sized garages, despite existing critical areas, therefore, granting this buffer reduction is not out of character with the neighborhood context.

b. Lighting

Lighting was not analyzed for this proposal.

c. Off-Street Parking

Parking was not analyzed for this proposal.

Table 5 - Parking Table

Use Identified in 17.490.030	Standard	Required Spaces	Proposed Spaces/Existing Spaces
Single-Family (attached or detached)	NA	NA	NA
Total			NA

d. Signage

Signage was not proposed in this application.

e. Landscaping

Landscaping was not analyzed for this proposal.

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

Front improvements were not required for this proposal.

g. Design Districts/Requirements

The subject property is not within a design district.

h. Development Engineering/Stormwater

Will be analyzed under the building permit for the shop/garage.

i. Environmental

The Critical Area Assessment & Mitigation report was prepared by BGE Environmental, LLC. and dated March 12, 2026.

The project is new construction of a 1,080 square foot shop/garage and includes a 1,032 square foot driveway extension, and 390 square feet of concrete slab along the front of the building. Buffer averaging is considered unworkable since nearly the entire property is encumbered by standard buffers from the on-site wetland and Type F streams. The wetland and streams bound the parcel north and east. The buffers were reduced sequentially until the shop could be reasonably placed on-site.

Wetland: This slope, forested shrub wetland is aligned north to south in association with Minter Creek and west to east in association with the unnamed stream to the north. The wetland is rated as a Category III wetland with a habitat score of 8. Wetlands with a high habitat score of 8-9 do not qualify as Category III per KCC 19.200.220, the Category II buffer applies (225 feet buffer). The on-site Category III wetland has a standard buffer width of 225 feet originating from the northern and eastern wetland perimeter. The request proposes a 50% reduction of the wetland buffer along the northern and eastern boundaries, decreasing it from 225 feet to no less than 112.5 feet.

Streams: Two Type F waters are present on site: unnamed stream to the north and Minter Creek to the east. Both waters have standard buffer widths of 200 feet, measured from the Ordinary High-Water Mark of each stream. The request proposes a 50% reduction of the unnamed stream buffer to the north, decreasing it from 200 feet to 100 feet. Impacts to Minter Creek 200 feet buffer are avoided.

Mitigation for the proposed shop and concrete slabs are provided at a 1:1 ratio of area (square feet) buffer enhancement per KCC 19.200.230.D. An area of not less than 2,502 square feet will be planted nearest to the northern portion of the wetland and unnamed Type F stream, where there is no native vegetation. Enhancement with native trees, Douglas fir (quantity 10) and Western red cedar (quantity 15) is proposed.

No geological hazards exist within 200 feet of the property.

Kitsap County Code 19.100.135 Variances.

A. A variance in the application of the regulations or standards of this title to a particular piece of property may be granted by Kitsap County, when it can be shown that the application meets all of the following criteria:

1. Because of special circumstances applicable to the subject property, including size, shape, or topography, the strict application of this title is found to deprive the subject property of rights and privileges enjoyed by other properties in the vicinity; provided, however, the fact that those surrounding properties have been developed under regulations in force prior to the adoption of this ordinance shall not be the sole basis for the granting of a variance.

Staff Comment: The subject property's unique characteristics are defined as having wetland and streams on-site along the north and eastern property boundaries. The parcel width, north to south is 165 feet. The standard wetland and stream buffers are 225 feet and 200 feet respectively. The standard wetland and stream buffers encompass the entire property.

2. The special circumstances referred to in subsection (A)1 of this section are not the result of the actions of the current or previous owner.

Staff Comment: The unique circumstances of the property are not the result of the actions of the current or previous owner.

3. The granting of the variance will not result in substantial detrimental impacts to the critical area, public welfare or injurious to the property or improvements in the vicinity and area in which the property is situated or contrary to the goals, policies and purpose of this title.

Staff Comment: The granting of the variance will not result in substantial detrimental impacts. Adverse impacts to on-site and vicinity critical areas are not anticipated during construction or use of the project area. The impact area is over lawn, and the action will be mitigated through native forest plantings to the critical area buffers near the northern property line to enhance wetland and stream buffers.

4. The granting of the variance is the minimum necessary to accommodate the permitted use.

Staff Comment: The granting of the variance is the minimum necessary to accommodate the permitted use, as the proposed project is set along the five-foot property line setback and aligned as close to the home as possible to cluster buildings and minimize potential secondary impacts. The shop is a reasonable ask for residential use as there are no other structures on-site for general purposes other than a shed and lean to for wood storage. The impact was reduced from the original proposal by reducing the structure footprint from a four-bay shop (1,728 square feet) to a three-bay shop (1,080 square feet). The concrete slab footprint was also reduced from 432 square feet to 390 square feet. This design minimizes environmental impacts while supporting the permitted uses, ensuring that the variance is not excessive and aligns with the property's intended functionality.

5. No other practicable or reasonable alternative exists.

Staff Comment: Alternative locations for the shop were limited to pushing it further east, up against the setback to Minter Creek buffer. This would reduce the necessary buffer width reduction of the Type F water to the north; however, this does not result in a reduction request less than twenty-five percent from the stream. This described location does not preserve and protect any significant or nonsignificant native vegetation. It does not result in less area impacted with the shop and it does not remove the procedural requirements of notification and Type II decision for either wetland or stream buffer modification. It would also further the distance between the shop and the home, reducing the clustered efficiency of space. There is also a drainfield and reserve to the west of the single-family residence along the driveway that further reduces available space for the proposed shop. There are no other practicable or reasonable alternatives for the location of the shop.

6. A mitigation plan has been submitted and is approved for the proposed use of the critical area.

Staff Comment: A mitigation plan has been submitted. Mitigation is proposed at a 1:1 for the combined action of the shop with a fronting concrete slab, an area of 2,502 square feet. The prescribed enhancement is an immediate introduction of native trees, densely installed, to an area cleared right up to the edge of the wetland.

Kitsap County Code 19.300.315.A.3: Provision for Decreasing Buffer (for Stream Buffers)

a. The department may grant an administrative reduction to buffer widths when the following are met:

i. The applicant demonstrates that buffer widths cannot be met, according to the variance criteria in Section 19.100.135;

Staff Comment: The submitted applications shows if all the critical area buffers were applied there would be no reasonable opportunity for development of the subject property.

ii. The applicant submits a habitat management plan (HMP) that meets the requirements as described in Chapter 19.700 (Special Reports);

Staff Comment: The Critical Area Assessment & Mitigation report was prepared by BGE Environmental LLC., dated March 12, 2026, meets the requirements of KCC Chapter 19.700.

iii. The HMP is reviewed and consultation with the Washington State Department of Fish and Wildlife determines that a reduction is the minimum necessary for the permitted use; and

Staff Comment: WDFW was notified as part of the Notice of Application distributed on October 1^h, 2025. No comments were received.

iv. The conditions are sufficient to assure no net loss of ecological functions of the affected fish and wildlife habitat conservation area.

Staff Comment: The submitted mitigation plan is designed to achieve no net loss of wetland and stream buffer function, incorporating enhancement measures (see details below). A monitoring plan will ensure the success of these measures over time.

The submitted mitigation plan includes the following enhancement measures:

- *Unnamed Type F Stream & Associated Wetland: 1:1 ratio of area (square feet) buffer enhancement An area of not less than 2,502 square feet will be planted nearest to the northern portion of the wetland and unnamed Type F stream, where there is no native vegetation. Enhancement with native trees, Douglas fir (quantity 10) and Western red cedar (quantity 15) is proposed. Five-year monitoring is proposed.*
- *Minter Creek: No mitigation proposed, impacts to 200 foot stream buffer are avoided.*

j. Access, Traffic and Roads

Kitsap County staff reviewed and approved the project for access, traffic and roads.

k. Fire Safety

Fire Safety will be analyzed under the building permit for the project.

l. Solid Waste

Kitsap County staff reviewed and approved the project for solid waste.

m. Water/Sewer

Sanitary sewage disposal is provided by septic disposal method.

n. Kitsap Public Health District

The Health District did not review this proposal.

11. Review Authority

The Director has review authority for this Critical Area Buffer Reduction Permit application under KCC, Section 21.04.100. The Director may approve, approve with conditions, or deny a Critical Area Buffer Reduction Permit.

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. Decision

Based upon the analysis above and the decision criteria found in KCC 17.560.010, the Department of Community Development recommends that the Critical Area Buffer Reduction request for Pourtau garage/shop be **approved** subject to the following 16 conditions:

a. Planning/Zoning

1. All required permits shall be obtained prior to commencement of land clearing, construction and/or occupancy.
2. The decision set forth herein is based upon representations made and exhibits contained in the project application. 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.
3. 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 this/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.

b. Development Engineering

4. Stormwater quantity control, quality treatment, and erosion and sedimentation control, as required for the development, shall be designed in accordance with Kitsap County Code Title 12 effective at the time the Building Permit is deemed fully complete. If development meets the thresholds for engineered drainage design, the submittal documents shall be prepared by a civil engineer licensed in the State of Washington. The fees and submittal requirements shall be in accordance with Kitsap County Ordinances in effect at the time of Building Permit Application.

c. Environmental

5. Permit approval subject to chapter 19.300.315 of Kitsap County Code, which states that buffers or setbacks shall remain undisturbed natural vegetation areas except where the buffer can be enhanced to improve its functional attributes. Refuse shall not be placed in buffers.
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.
7. Wetland buffer reduction of 50%, from 225ft to not less than 112.5 ft. A 112.5-foot native vegetation buffer must be maintained along the delineated wetland boundary as depicted on the approved site. In addition, a building or impervious surface setback line of 15 feet is required from the edge of the buffer.

8. The wetland buffer to the north of the shop is reduced 50%, from 225ft to not less than 112.5 ft. A 112.5-foot. The wetland buffer to the east of the shop is reduced only to the minimum necessary to account for the garage and the building setback, despite what is shown on the site plan. This corresponds with the text of the Critical Area Assessment & Mitigation report prepared by BGE Environmental, LLC. dated March 12, 2026.
9. Stream buffer reduction for the Type F water to the north is reduced exactly 50% resulting in a buffer reduction from 200 ft to 100 ft. A 100-foot native vegetation buffer must be maintained along the delineated stream boundary as depicted on the approved site. In addition, a building or impervious surface setback line of 15 feet is required from the edge of the buffer.
10. Prior to occupancy, the common boundary between the STREAM and WETLAND buffers and the adjacent land shall be permanently identified with critical area buffer signs. Critical Area Ordinance (CAO) signs shall be placed along the designated boundary spaced approximately 50-feet apart, visual from sign to sign. Signs must be attached to existing trees with diameter breast height greater than 4 inches. Alternative methods include 4x4 posts, metal posts or split rail fencing.

Signs are provided at issuance and installation of the signs is required prior to final inspection and Certificate of Occupancy (CO).

11. Project shall follow the recommendations of the Critical Area Assessment & Mitigation report prepared by BGE Environmental, LLC. dated March 12, 2026.
12. A monitoring and maintenance permit shall be created by the Department after DCD staff approves planting. Monitoring and maintenance of the planted area shall be conducted for five years, and extended if necessary. Monitoring includes live and dead vegetation counts and records of all maintenance activities. Maintenance activities can be defined as, but are not limited to, removal practices on invasive or nuisance vegetation and watering schedules. Monitoring information shall be summarized in a letter with photographs depicting conditions of the vegetation and overall site. Monitoring reports are due to Kitsap County Department of Community Development Services and Engineering Division annually. If more than 20 percent of the plantings do not survive within any of the monitoring years, the problem areas shall be replanted, and provided with better maintenance practices to ensure higher plant survival. The construction of the permitted project is subject to inspections by the Kitsap County Department of Community Development. Extensions of the monitoring period may be required if original conditions are not met. All maintenance and construction must be done in full compliance with Kitsap County Code, including the Kitsap County Critical Area Ordinance (Title 19 KCC) and Shoreline Master Program (Title 22 KCC). Any corrections, changes or alterations required by a Kitsap County Development Engineer Inspector shall be made prior to additional inspections. Any assignment of savings, financial surety or other like security for maintenance of the buffer mitigation plan shall only be released if monitoring requirements are satisfied in

- the final year of the monitoring term.
13. Vegetation planting shall occur as specified in the approved planting plan produced in support of this permit. Planting of native vegetation shall occur within the first dormant season once the permitted project has been constructed and approved. When planting is complete, the applicant must contact Development Service and Engineering Staff at (360)337-5777 for a site inspection and as-built approval. Monitoring and maintenance of the planted area shall be conducted for three years after DCD staff approves planting. Monitoring includes live and dead vegetation counts and records of all maintenance activities. Maintenance activities can be defined as, but are not limited to, removal practices on invasive or nuisance vegetation and watering schedules. Monitoring information shall be summarized in a letter with photographs depicting conditions of the vegetation and overall site. Monitoring reports are due to Kitsap County Department of Community Development Services and Engineering Division by December 31 of each monitoring year. If more than 20 percent of the plantings do not survive within any of the monitoring years, the problem areas shall be replanted, and provided with better maintenance practices to ensure higher plant survival.

d. Traffic and Roads

N/A

e. Fire Safety

N/A

f. Solid Waste

N/A

g. Kitsap Public Health District

N/A

Report prepared by:

Kate Millward

Staff Planner / Project Lead

April 29, 2026

Date

Report approved by:

Darren Gurnee

Darren Gurnee, Current Planning Supervisor

4/29/2026

Date

Attachments:

- Attachment A – Site Plan
- Attachment B – Zoning Map
- Attachment C – Critical Areas Map
- Attachment D – Mitigation Plan

CC:

Applicant/Owner email: Cathy Pourtau Cathypourtau@gmail.com
Project Representative email: Chad Caphman prideinconstructioninc@outlook.com
BGE ENVIRONMENTAL LLC, robbyn@bgeenvironmental.com
Interested Parties:
 Stacie Gary photophemm@hotmail.com
Kitsap County Health District, MS-30
Kitsap County Public Works Dept., MS-26
DCD Staff Planner: Kate Millward, Chelsea Nitsch

**Attachment A -
Site Plan**

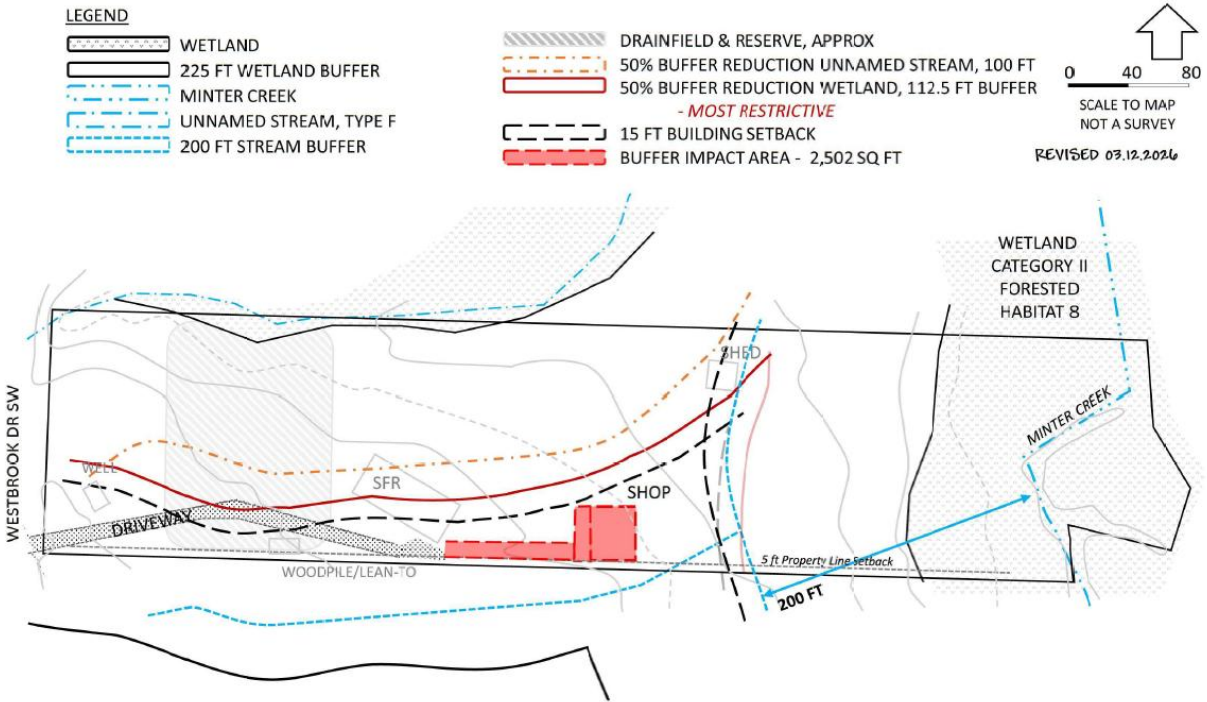
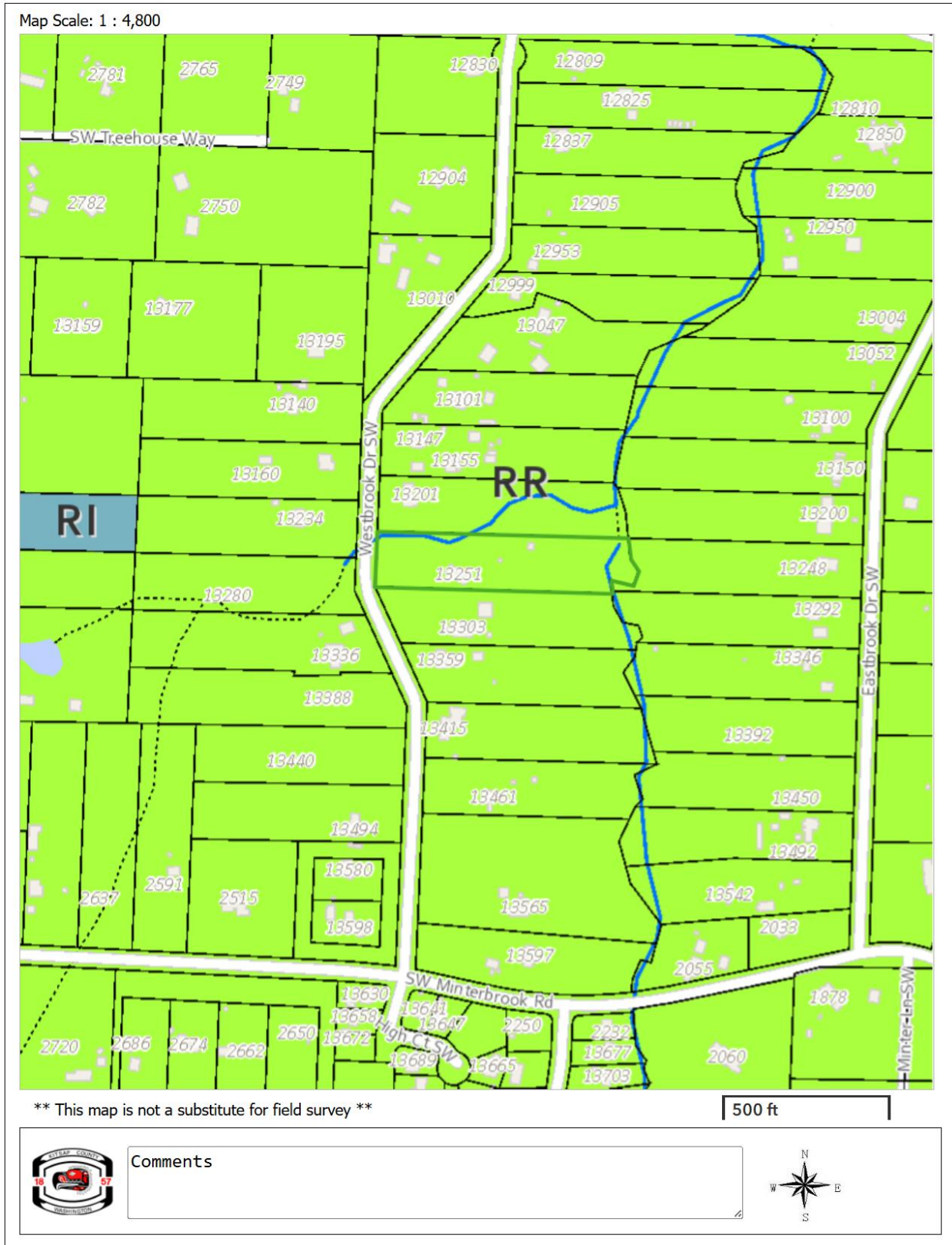


EXHIBIT D
IMPACT ASSESSMENT

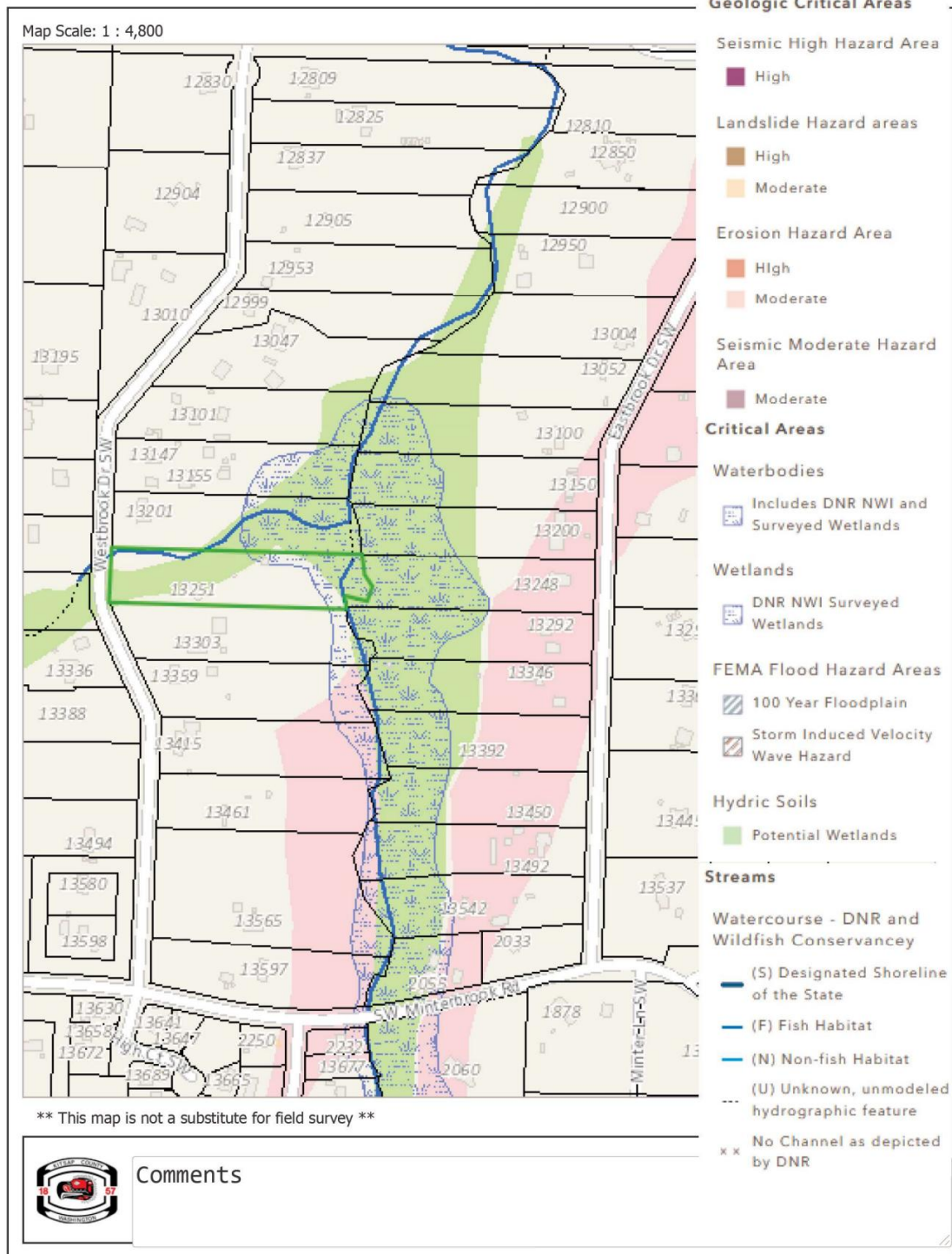
POURTAU
13251 WESTBROOK DR SW
4851-000-027-0001

BGE25_030
BGE Environmental, LLC
Wetland Consulting & Land Use Planning

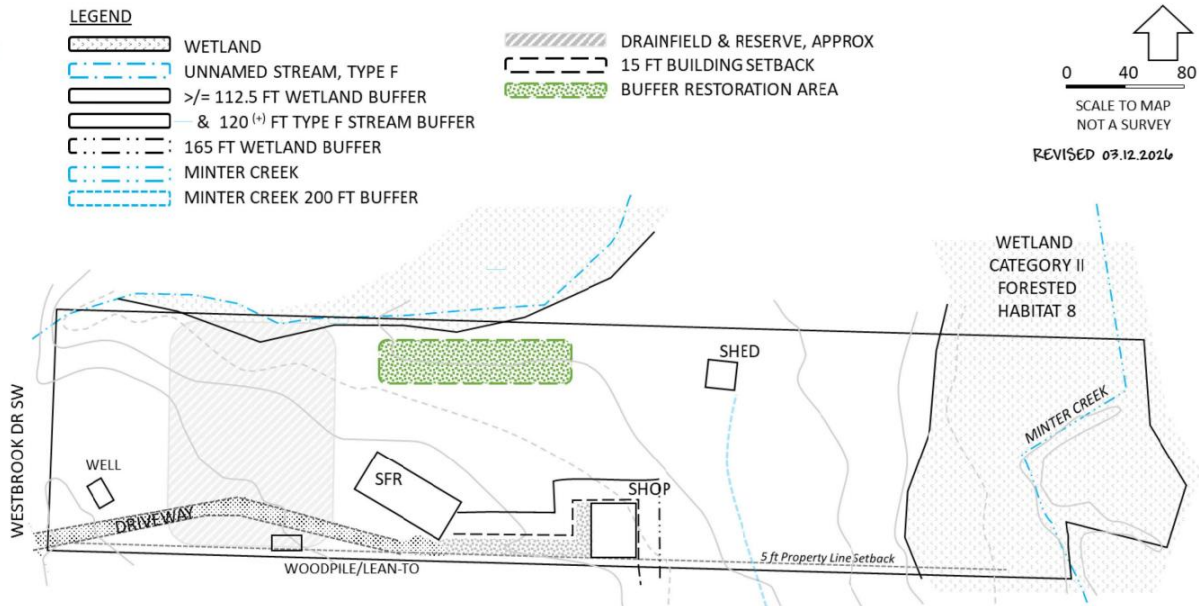
**Attachment B –
Zoning Map**



**Attachment C –
Critical Areas Map**



**Attachment D –
Mitigation Plans**



MITIGATION PLANTING SPECIFICATIONS

SPECIES	COMMON NAME	QTY	SPACING	SIZE MIN
<i>Pseudotsuga menziesii</i> , FACU	Douglas fir	10	10 ft o.c.	1 Gallon
<i>Thuja plicata</i> , FAC	Western red cedar	15	10 ft o.c.	1 Gallon

MINIMUM TREE INSTALLATION AND SURVIVAL 25

BGE ENVIRONMENTAL, LLC ASSUMES NO LIABILITY OR RESPONSIBILITY FOR CONSTRUCTION, IMPROVEMENTS, OR ESTIMATES BASED ON THIS SITE PLAN NOT SURVEYED

EXHIBIT E
CONCEPTUAL MITIGATION
PLANTING AREA

POURTAU
13251 WESTBROOK DR SW
4851-000-027-0001

BGE25_030
BGE Environmental, LLC
Wetland Consulting & Land Use Planning