



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: 07/07/2026

To: Kathy M Lienhart 2manykookies4kw@gmail.com
Interested Parties and Parties of Record

RE: Permit Number: 25-03419

Project Name: LIENHART - Preliminary Short Plat - (P SP #7475) to Subdivide into 2
Parcels (2x6)

Type of Application: P SP

The Kitsap County Department of Community Development has **APPROVED** the land use application for **25-03419 LIENHART P SP**, **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: Surveyor: North by Northwest Surveying – permits@team4eng.com
Project Representative: North by Northwest Surveying – permits@team4eng.com
Jack Quall with Team4 Engineering; jack@team4eng.com
Matt Rasmusson with TEAM 4 ENGINEERING LLC; matt@team4eng.com
Kitsap County Health District, MS-30
Kitsap County Public Works Dept., MS-26
Dept of Archaeological Historic Preservation
Point No Point Treaty Council
Port Gamble S'Klallam Tribe
Puyallup Tribe
Skokomish Tribe
Squaxin Island Tribe

25-03419 LIENHART P SP

07/07/2026

Suquamish Tribe
WA Dept of Fish & Wildlife
WA Dept of Natural Resources
WA State Dept of Transportation
WA State Dept of Ecology-SEPA
USACE
Health District
Public Works
Parks
Navy
DE & PEP
Kitsap Transit
North Kitsap Fire District
North Kitsap School District
Puget Sound Energy
Water Purveyor - PUD 1
WA State Dept of Ecology-Wetland Review
Puget Sound Clean Air Agency
Cascade Natural Gas
WA Department of Health
DCD Staff Planner: Peggy Bakalarski, Pbakalar@kitsap.gov
Interested Parties: None



Kitsap County Department of Community Development

June 30, 2026

Kathy M Lienhart
3035 Dogwood Drive
Lake Havasu City, AZ 86404

RE: Short Subdivision #7475 - Lienhart
Permit No. 25-03419
Tax Account No. 292702-3-035-2003

Dear Applicant:

This is to inform you that the above-referenced short 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 short subdivision in accordance with Kitsap County Code Title 16.48 short subdivision.

The Department has further determined that the land segregation as it is presented in the preliminary short subdivision, received 12/30/2025 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 16.48.
2. The following condition shall be added to the face of the final short subdivision: Building permits issued on a lot in this short subdivision may be subject to impact fees pursuant to Kitsap County Code.
3. The name of the road in this land segregation shall be approved by Community Development prior to final subdivision approval.
4. All required permits shall be obtained prior to commencement of land clearing, construction and/or occupancy.

5. The decision set forth herein is based upon representations made and exhibits contained in the project application (25-03419). Any change(s) or deviation(s) in such plans, proposals, or conditions of approval imposed shall be subject to further review and approval of the County and potentially the Hearing Examiner.
6. The authorization granted herein is subject to all applicable federal, state, and local laws, regulations, and ordinances. Compliance with such laws, regulations, and ordinances is a condition to the approvals granted and is a continuing requirement of such approvals. By accepting these approvals, the applicant represents that the development and activities allowed will comply with such laws, regulations, and ordinances. If, during the term of the approval granted, the development and activities permitted do not comply with such laws, regulations, or ordinances, the applicant agrees to promptly bring such development or activities into compliance.
7. Condition needs to be added to the face of the plat "Subsequent permits shall address the planting of the roadside buffer for any future development."
8. An easement shall be provided for the existing internal access within the project site. This shall be listed as a note listed on the final plat and indicate who will maintain that area.

SURVEY

1. A Road Maintenance Agreement will be required for the access easement 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.
2. A Final Short/Large Lot/Subdivision Plat shall be prepared by a licensed Land Surveyor in compliance with KCC Title 16.

STORMWATER

1. Building permits submitted for this development shall include construction plans and profiles for all roads, driveways, storm drainage facilities and appurtenances. No construction shall be started prior to said plan acceptance.
2. Approval of the preliminary plat shall not be construed to mean approval of the total number of lots or configuration of the lots and tracts. These parameters may be required to be revised for the final design to meet all requirements of Kitsap County Code Titles 11 and 12.
3. Stormwater quantity control, quality treatment, and erosion and sedimentation control, as required for the development, shall be designed in accordance with Kitsap County Code Title 12 effective at the time the Building Permit is deemed fully complete. If development meets the thresholds for engineered drainage design, the submittal documents shall be prepared by a civil engineer licensed in the State of Washington. The fees and submittal requirements shall be in accordance with Kitsap County Ordinances in effect at the time of Building Permit

Application.

4. Prior to recording the Final Plat, all work associated with a Site Development Activity Permit (if required) 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.
5. 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.
6. 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.

TRAFFIC & 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. 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.
4. 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. 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 law areas.

HEALTH DISTRICT

1. Final short plat approval will require a Proof of Service letter from KPUD for 2 water connections. If 2 connections are not already granted, a binding water availability letter will be required for the 2nd connection.
2. Please exclude the "Home reserve area" from Easement C for final plat approval.

Preliminary approval of this short 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 short subdivision shall be done in accordance with Kitsap County Code 16.48. All applicable conditions of preliminary approval must be addressed with the submittal of final short 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 short 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; **Izzy Lotz** for Land Use matters/Environmental matters; **Matthew Bryant** for Fire Marshal matters; all of whom can be reached at (360) 337-5777. Please contact **Christine Bronder** for Health District matters at (360) 337-5285.

Sincerely,



6.29.26

Peggy Bakalarski, Project Lead

Date



6.29.26

Bri Ellis, Development Engineering Program Manager

Date

Cc:

Surveyor: North by Northwest Surveying, permits@nxnwsurveying.com

Owner/Applicant: Kathy Lienhart, 2manykookies4kw@gmail.com

Team4 Engineering: Kevin Biggs, permits@team4eng.com; Jack Quail, jack@team4eng.com; Matt Rasmusson, matt@team4eng.com