



Hearing Examiner Staff Report and Recommendation

Report Date: September 3, 2026
Hearing Date: September 10, 2026

Application Submittal Date: February 7, 2022
Application Complete Date: March 18, 2022

Project Name: Sunflower Farm Event Venue
Type of Application: Conditional Use
Permit Number: 22-00530

Project Location

12912 Shady Glen Ave, SE
Olalla, WA 98359
Commissioner District 2

Assessor's Account

Assessor Account # 062202-1-007-2003

Applicant/Owner of Record

Sunflower Farms, LLC
Bill Miller
PO Box 95
Olalla, WA 98359-0095

Recommendation Summary

Approval, subject to conditions including SEPA substantive authority conditions for Noise, glare and light control listed under section 13 of this report.

VICINITY MAP



1. Background

Sunflower Farms applied for a Conditional Use Permit to establish a “club, civic or social” as identified in Kitsap County Code prior to the June 2022 code update which explicitly created regulations for Event Facilities (the June 2022 update introduced event facilities as a categorical use based on previous Hearing Examiner decisions and conditions of approval). For this application, “club” and “event facility” or “event venue” are used interchangeably. The applicant proposal would allow wedding events, community gatherings, family reunions, and other events to accommodate 100-190 attendees. The facility provides 59 on-site parking spaces via a year-round gravel parking and seasonally grass lawn parking. A barn, chapel, and groom’s quarters are included in this proposal. Larger events would occur during the summer and smaller events in the

winter. No event timing schedule has been proposed by the applicant at this time, except that events would cease at 10PM.

To ensure noise is adequately and appropriately addressed, a noise study was requested by DCD and the applicant paid for a noise analysis and study, prepared by Roma Environmental (Roma). Kitsap County hired a third-party contractor, Catalyst Environmental Solutions (Catalyst), at the applicant's expense to review the study; Catalyst could not concur with Roma's findings of appropriately or adequately mitigated noise. In turn, Roma did not completely concur with Catalyst's findings, and an amended report was prepared. Catalyst prepared a final review and recommended conditions for the project. No further response from Roma was received. The project is, at this time, subject to a condition for indoor amplified music only, further analyzed in the SEPA MDNS and further reviewed in the report summary and defined in the project request below. Future modifications to this condition are dependent on applicant commitments to address concerns outlined by Catalyst in a Minor Amendment application to DCD.

This proposal is to operate an outdoor and indoor wedding and event venue for ceremonies, receptions and music. Indoor areas will be used for events, dressing areas, a warming kitchen, gathering areas, and incidental activities. As the residence has water provided by a well not rated for public consumption, potable and drinking water must be provided by bottled water sources. Septage service for events will use outdoor portable toilets managed by a service. Outdoor events will be subject to noise limitations, further defined in permit conditions. Amplified music uses are limited, according to the associated noise conditions per KCC Title 10.28. Parking for the venue is planned with 59 field-based patrons and venue staff parking spaces which include 2 ADA spaces near the indoor venue. Per the parking statute in KCC 17.490, car capacity estimates of 3 patrons/staff per parking space provides for up to 177 event patrons/staff. The entrance drive isle will be using a wagon-wheel type of roadway with a wrap-around entrance to the parking fields. The exit to the east transmits traffic to the widened event entrance. Stormwater will be treated via infiltration trenches adjacent to the roadways. Guests will walk to the event area from the field parking area. Per the landscape code in KCC 17.500, functional screening, including site-obscuring fencing, to address event activities will be provided to assure that event activities and headlight glare will not affect neighborhood rural properties.

Events are planned primarily on weekends from 8AM until 10PM. Events will occur primarily in the afternoon and evenings with activities ending no later than 10PM. The proposal will be conditioned to provide regular ten-day breaks in activity to provide neighbors with dedicated and reliable rural peace and enjoyment. The ten days would be contiguous days and span two weekends each month, providing for the balance that the County Comprehensive Plan advises in rural areas.

2. Project Request

The proposal is, in short, a Conditional Use Permit to operate the (primarily outdoor) Sunflower Farms wedding and event venue under the Zoning use of “Club, civic or social.” Associated permits include 22-00530 (CUP for Club (Wedding/Event Venue), Barn II (2,852 sq. ft.) commercial addition 24-00911, and Chapel (1,298 sq. ft.) commercial tenant improvement 24-00955. A groom’s quarters of ~400 sf is proposed at a later date.

3. SEPA (State Environmental Policy Act)

The State Environmental Policy Act (SEPA), found in Chapter 43.21C RCW (Revised Code of Washington), is a state law that requires the County to conduct an environmental impact review of any action that might have a significant, adverse impact on the environment. The review includes the completion of an Environmental Checklist by the applicant and a review of that checklist by the County. If it is determined that there will be environmental impacts, conditions are imposed upon the applicant to mitigate those impacts below the threshold of “major” environmental impacts. If the impacts cannot be mitigated, an environmental impact statement (EIS) must be prepared. The decision following environmental review, which may result in a Determination of Nonsignificance (DNS), Mitigated DNS, or the necessity for an EIS is called a threshold determination. A separate notice of the threshold determination is given by the County. If it is not appealed, it becomes part of the hearing record as it was issued, since it cannot be changed by the Hearing Examiner.

Pursuant to WAC 197-11-355, the optional DNS process was utilized for this project. The SEPA Comment period previously occurred concurrent with the Notice of Application dated October 20, 2022. A Mitigated Determination of Nonsignificance (MDNS) was issued on June 17, 2026. SEPA noted the following information/SEPA mitigation conditions and mitigation measures would be imposed and are listed in the conditions at the end of this report:

Stormwater:

1. The proposal will be conditioned for stormwater control per KCC Title 12, Stormwater Drainage. The conditions are included within the associated stormwater memo dated April 17, 2024.

Noise:

2. Noise must meet the County noise ordinance per KCC 10.28.
3. Before amplified sound systems (eg, microphone, speakers) may be used or projected out of a building(s), a noise mitigation plan must be prepared to the satisfaction of DCD. Where noise mitigation/attenuation is required, such mitigation must be installed and approved by the Department of Community Development prior to amplification at any event. Catalyst primarily noted, in addition to other findings, that the project does not inherently comply with the County’s noise standard and would require optimum performance of the proposed noise barriers, which is unlikely in an outdoor setting and

is especially ineffective for lower bass frequencies typical of amplified music and a common source for complaints, as well as constant active management to ensure noise levels are not exceeded at the receiving properties. The project approval will condition that final review comments provided by Catalyst Environmental Solutions will be addressed prior to any outdoor amplification or amplification provided to the outdoors. Such mitigation must be approved by DCD prior to amplification at any event. Future modification for outdoor amplification will require an permit application to amend the CUP, if approved. See KCC 18.04.120.B.5.c for discussion and guidance on specific mitigative measures.

4. Events must end as specified by conditions of approval of this permit. Planned events, ceremonies, etc must end as specified by conditions of approval of this permit. All noise, music, amplified sound (if specifically permitted), and sound-related equipment shall be turned off or stop at 9 PM or as specified by the Conditional Use Permit. All public attendees shall begin to depart the premises. All participants and staff venue shall be off the property no later than 10 PM, consistent with the County noise ordinance. Any alcohol sales, no-host, or host-provided bar distribution shall cease by 8:30 to allow 'Last Call' sales. The applicant must end the permissible activity (event, ceremonies, etc) by 9 PM to allow the public to depart and the applicant and venue staff to break down furniture, equipment, cooking facilities, etc, and clean up the event by no later than 10 PM.
5. Because the venue is in a Rural Residential zone and the proposed use is conditionally allowed, DCD expects a balanced use of the property, whereby the venue does not overshadow other uses and the adjacent neighboring uses from the expectations for rural enjoyment, peace and quiet—hallmarks of rural Kitsap (see Comprehensive Plan narrative pages 1-11 to 1-13, Land Use Goals 13 and 14, Land Use policies 57 to 59, and Economic Development Policy 21 of the vested 2016 Comprehensive Plan). To meet the intent of the 2016 Comprehensive Plan and maintain predictability for the neighbors, as well as the applicant, and to balance the event facility's use with neighborhood activities, DCD will be recommending the event venue be conditioned to limit the number of events as follows:
 - a. The event facility shall not exceed one event per day; each day shall be considered its own event, regardless if the event occurs over multiple days.
 - b. The event facility shall leave ten consecutive days of each month free of events, which shall begin with the same Friday each month (eg, first Friday). The applicant must submit the preferred schedule as part of the permit application.

Transportation:

6. Weddings or events are expected to occur primarily on weekends and are expected to result in ~60-100 trips per event (scriveners' error—incorrectly noted in the SEPA DNS as 177 trips). Construction of an improved Road Approach to the parking area and on Shady Glen Avenue SE will be required to be constructed in compliance with County Road Standards.

Land Use:

7. The proposal will be conditioned to follow KCC Title 17 and other standards as applicable and is specifically guided to follow KCC Title 17.555 for Conditional Use Permit applicability, review procedures, and decisions.
8. The hearing examiner has authority to accept staff's recommended conditions, impose new conditions, modify conditions of approval, or remand the application for further review.
9. A land use binder is required to be recorded prior to commencement of project activities. The binder shall serve both as an acknowledgment of and an agreement to abide by the terms and conditions of the Conditional Use Permit and as a notice to prospective purchasers of the existence of the permit.
10. The Hearing Examiner may increase or decrease, as further described below, the number of days per month, and hours of operation allowed for outdoor events to reduce the potential impact to neighbors and to prevent the conditional use from becoming incompatible with the Rural Residential character of the zone. KCC17.550.030 Decision Criteria-Conditional Use Permit.
11. Lighting shall be shielded and directed downward to minimize the effect on nearby current and future residential properties and other uses in the area. Not more than one foot candle of illumination may leave the property boundaries per KCC 17.105.110 Obnoxious Things.

Water:

12. The applicant must provide bottled water. Portable toilets with washing/sanitary stations must be provided at each public event, including staff setup and teardown/closure.

The 14-day SEPA Appeal expired July 1, 2026. A timely SEPA Appeal was filed under permit 26-02666 on June 30, 2026 by the applicant's attorney, Reuben Schutz. The SEPA appeal will be addressed by the Hearing Examiner during the project public hearing.

4. Physical Characteristics

According to the Kitsap County Assessor, the subject site is 2.9 acres in size. The site is relatively flat, with a sloped feature in the northwest corner that slopes down to the west approximately 35 ft. The slope is comprised of mature tree canopy covering the western fifth of the site. Native vegetation is surrounding the site, approximately 30 to 40 ft in width around the property perimeter. Aerial imagery and critical areas maps from the Kitsap County Geographic Information Systems (GIS) show a moderate erosion hazard on the western portion of the site, west of the proposed field parking. The property drainfield is also located near the slope in the northwest corner of the parcel.

Table 1 - Comprehensive Plan Designation and Zoning

Comprehensive Plan: Rural Zone: Rural Residential	Standard	Proposed
Minimum Density	1 dwelling unit per 5 acres	Existing manufactured home on site. No change in density.
Maximum Density	1 dwelling unit per 5 acres	
Minimum Lot Size	217,800 sf	126,324 sf, existing
Maximum Lot Size	NA	NA
Minimum Lot Width	140 ft	329 ft, existing
Minimum Lot Depth	140 ft	432 ft, existing
Maximum Height	35 ft	35 ft
Maximum Impervious Surface Coverage	NA	NA
Maximum Lot Coverage	NA	NA

Applicable footnotes: 17.120.060.A.26 No service road, spur track, or hard stand shall be permitted within required yard areas that abut a residential zone.

Staff Comment: No service road, spur track, or hard stand is proposed; the existing entrance driveway from Shady Glen will convey all proposed event traffic.

Table 2 - Setback for Zoning District

	Standard	Proposed
Front (East)	50 ft	50 ft, residential garage, existing 87 ft, existing Barn I (Chapel), existing 65 ft, proposed groom quarters.
Side (North)	20 ft	32.5 ft, parking drive-isle
Side (South)	20 ft	37.5 ft, Barn I (Chapel), existing
Rear (East)	10 ft	115.2 ft, Barn II, existing 50 ft, western extent of field parking area

Table 3 - Surrounding Land Use and Zoning

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

Table 4 - Public Utilities and Services

	Provider
Water	Private well
Power	Puget Sound Energy
Sewer	Kitsap County
Police	Kitsap County Sheriff
Fire	South Kitsap Fire & Rescue
School	South Kitsap School District #402

5. Access

Shady Glenn Avenue, a privately-maintained combination of right of way and access easement, provides direct access to the project site. The site is accessed from the east side of Shady Glen Avenue SE, approximately 200 ft south from the intersection of SE Burley-Olalla Road. Burley-Olalla is a local collector-distributor and is County-maintained.

6. Site Design

See Attachment A – Site Plan (revised). A 2, 043 square-foot (SF) primary manufactured home was constructed in 1984 and includes a 648 SF carport. There are two general purpose buildings (a 1,296 SF and a 2,732 SF building), which will be used for a Chapel and Indoor event center for planned events. There is an existing 264 SF cabin proposed for use as a groom’s quarters. The septic field exist on the northwestern portion of the site. A single-use well is located in the central portion of the site.

Existing 30 to 35-foot vegetation buffers are located on the north, south and west portions of the property including a 50-foot vegetative buffer located on the east side, adjacent to the residence and Shady Glen access. The buffers provide a visual barrier from the proposed use to the surrounding streets and adjacent properties. Staff recommends additional landscaping and fencing/screening of the north property line as headlight glare would be an impact to the neighbors to the north. A fence and landscape requirement may be required to screen the use from other surrounding properties.

The front setback is established based on legal access to the parcel from both Shady Glenn Avenue to the east and Burley Olalla Road to the north. However, the Department included a condition of approval to limit ingress and egress to Shady Glenn Avenue which renders the northern parcel line subject to a side setback. A 15-foot access and utilities easement exists on the easternmost parcel line, adjacent to Shady Glenn Avenue. The front setback is measured from this access easement line, which is also the property line. Buildings meet all front, side and rear setbacks. Parking is planned for the field area in the north-central portion of the property, with a drive isle

planned using a counter-clockwise pattern for the 59 car spaces. There will be two dedicated ADA spaces near the event center and three dedicated spaces for the residents. Event staff will share in the overall parking of 59 spaces.

7. Policies and Regulations Applicable to the Subject Proposal

The Growth Management Act of the State of Washington, RCW 36.70A, requires that the County adopt a Comprehensive Plan, and then implement that plan by adopting development regulations. The development regulations must be consistent with the Comprehensive Plan. The Comprehensive Plan process includes public involvement as required by law, so that those who are impacted by development regulations have an opportunity to help shape the Comprehensive Plan which is then used to prepare development regulations.

Kitsap County Comprehensive Plan, adopted June 30, 2016 , revised through April 2020.

As one of the criteria for approval of a Conditional Use Permit, additional analysis of consistency with the Comprehensive Plan is included in Section 10 of this report.

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

The purpose of the Rural Residential zone is discussed in KCC 17.130.010 Rural Residential:

This zone promotes low-density residential development and agricultural activities that are consistent with rural character. It is applied to areas that are relatively unconstrained by environmentally sensitive areas or other significant landscape features. These areas are provided with limited public services.

The following Comprehensive Plan narrative is most relevant to this application, and can be found in Chapter 1 Land Use, under Land Use Guiding Directives beginning on page 1-11 as well as Comprehensive Plan narrative pages 1-11 to 1-13.

Page 1-11, 2nd para: The goals and policies recognize the County residents' desire for healthy urban areas that are the region's centers for diverse employment, housing opportunities, educational opportunities for K-12, technical training and college level instruction, and civic and cultural activities. The goals and policies also recognize that rural areas and communities have unique historical characters, appearances, and functions that should be retained and enhanced. Natural resource activities, such as forestry, agriculture, and mining continue to contribute to the rural character and economy and are also guided by goals and policies in this chapter. (emphasis provided)

Page 1-12, 4th and 5th para: The Growth Management Act provides that, “Counties shall include a rural element including lands that are not designated for urban growth, agriculture, forest or mineral resources. The rural element shall permit appropriate land uses that are compatible with the rural character of such lands and provide for a variety of rural densities and uses and may also provide for clustering, density transfer, design guidelines, conservation easements and other innovative techniques that will accommodate appropriate rural uses not characterized by urban growth” (RCW 36.70A.070(5)). (emphasis provided)

While managing growth, Kitsap County recognizes that the rural character of County is the primary reason many residents decide to make their homes here. Defining this character is an important step in preserving it. Kitsap County’s rural area consists of differing natural features, landscape types and land uses. Rural land uses consist of both dispersed and clustered residential developments, farms, wooded lots, and small and moderate-scale commercial and industrial uses that serve rural residents as their primary client. Rural landscapes encompass the full range of natural features, including forested expanses, pastures, cropland, rolling meadows, ridge lines and valley walls, distant vistas, streams and lakes, shorelines and other sensitive areas. (emphasis provided)

Page 1-13, 2nd para: For County residents, the term rural also defines a philosophy of living and a quality of life. This quality of life includes a sense of quiet, community and a slower pace of life. Rural characteristics include the abundance of trees, access to recreation, views of water and mountains, and a quiet, unregimented atmosphere. The elements of rural character also include the dynamic natural systems abundant in Kitsap County which can be vulnerable to human and natural change. (emphasis provided)

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

Land Use

Goal 13. Protect Kitsap County’s unique rural character.

Land Use Policy 50. Limit the designated rural area to low residential densities that can be sustained by minimal infrastructure improvements, cause minimal environmental degradation, and that will not cumulatively create the future necessity or expectation of urban levels of service.

Land Use Policy 51. Permit residential uses in rural areas consistent with the planned rural character of the surrounding area.

Land Use Policy 54. In accordance with RCW 36.70A.070(5)(c): to preserve rural character of the County, emphasize controlling rural development;

Land Use Policy 55. Encourage development practices and design standards for the rural area, such as minimizing changes in grade from pre-development site conditions in order to maximize native vegetation retention.

Goal 14. Foster rural businesses and business opportunities on designated commercial and industrial lands in the rural area, while balancing protection of rural character.

Land Use Policy 57. Unlimited expansion of commercial and industrial uses in the rural areas is not appropriate. Accordingly, only limited new commercial and industrial uses will be permitted in the rural areas. Such commercial and industrial uses must be consistent with Growth Management Act and Comprehensive Plan requirements for rural areas, preserve Kitsap County's rural character, and shall not allow urban-type uses or services.

Land Use Policy 58. Encourage business growth in existing LAMIRDs while limiting business growth outside of LAMIRDs so as to not impact the rural character.

Land Use Policy 59. Allow or conditionally allow home-based cottage-type businesses and industries in the rural areas that do not negatively affect rural level of service or rural character.

Economic Development

Goal 1. Promote a healthy and diverse economy that provides for a strong and diverse tax base, encourages business formation, retention, and expansion; creates industrial and professional business and employment opportunities to attract new business to the County.

Economic Development Policy 11. Recognize a wide variety of cultural, tourism, and active recreational programs with regional and neighborhood facilities, providing well-rounded recreational and tourism opportunities.

Economic Development Policy 21. Consider and identify the vital connection between protection of Kitsap County's rural character, environmental assets and environmental benefits and economic opportunities.

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 10	Peace, Safety, Morals
Title 12	Storm Water Drainage
Title 13	Water and Sewers
Title 14	Buildings and Construction
Title 17	Zoning
Title 19	Critical Area Ordinance
Chapter 18.04	State Environmental Policy Act (SEPA)

Chapter 20.04	Transportation Facilities Concurrency Ordinance
Chapter 21.04	Land Use and Development Procedures

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 the following exhibits:

Exhibit #	Document	Dated	Date Received
1	Staff Report	9/3/2026	
2	Authorization Form	10/13/2021	3/2/2022
3	Concurrency Test		3/2/2022
4	Floor Plan and Building Elevations	10/8/2021	3/2/2022
5	Parking Analysis Worksheet		3/2/2022
6	Project Narrative		3/2/2022
7	SEPA Checklist	1/7/2022	3/2/2022
8	Permit Submission	2/7/2022	3/2/2022
9	Notice of Application	10/19/2022	
10	Public Comments	Nov. 2022- Aug. 2026	
11	Approved Building Site Application – Repair	7/29/2020	11/6/2023
12	Approved Building Clearance – Commercial	1/12/2023	11/6/2023
13	Applicant Response to Cycle 1 Information Request		11/6/2023
14	Noise Impact Analysis	9/18/2023	11/6/2023
15	Stormwater Technical Memorandum		11/6/2023
16	Applicant Response to Cycle 2 Information Request	6/2/2023	10/24/2024
17	Updated Site Plan	10/16/2024	10/24/2024
18	Applicant Response to Cycle 3 Information Response		2/18/2026
19	Revised Noise Impact Analysis	2/13/2026	2/18/2026
20	Roma Environmental Technical Review of Revised Noise Impact Analysis	2/13/2026	2/18/2026
21	Catalyst Technical Review of Noise Studies	9/24/2025 - 2/25/2026	
22	Corrected SEPA Determination	6/17/2026	
23	SEPA Appeal		7/1/2026
24	Notice of Public Hearing	8/26/2026	
25	Certification of Public Notice	8/28/2026	
26	Staff Presentation		
27	Hearing Sign In		

9. Public Outreach and Comments

The Department received two letters in opposition to the proposed venue, and six letters in support of the applicant and the venue. The summary of the concerns are as follows from the direct neighbors to the north:

- Senn, NOA response 1. With increased traffic comes more road noise which is already happening because Kitsap County has not completed paving Burley Olalla road. There is a section of road which is just miscellaneous sections of patched areas in front of Sunflower Farms and our residence. Vehicles traveling over the patches create quite a bit more noise than traveling an entirely paved surface. I have been inquiring for several years about this section of road not being completed when many other roads in the area are getting the nice smooth repaved roads and he keeps receiving the same answers, "it's next on the list, waiting funding" ...etc. The roads around us were improved when the highway overpass was completed many years ago except for the section on Burley Olalla road from Bandix Lane to Fagerud road.
2. The road sign to Shady Glen Ave is located right next to our driveway off of Burley Olalla Rd. This will create confusion with guest arriving for events at Sunflower Farms causing them to turn into our driveway vice going across the street to Sunflower Farms. This creates added wear and tear on our gravel access road. I maintain this driveway solely at my time and expense. After I moved here in 1988 the county approved the Family First Adult Care home between us and Burley Olalla Rd. Family First Adult Care home does absolutely nothing to help maintain the driveway and Kitsap County does not have a way of forcing this county approved business to do anything to help. Now the county wants to add more unwanted traffic onto the driveway I have to maintain at my expense and time.
3. Even though the proposed project is not providing potable water for events, their water well will most definitely experience more usage than a property that is solely a residence. They will need water to maintain attractive landscaping around the venue, as well as water used for cleaning of the facility. Their increased water use could greatly impact our aquifer. With our summers getting hotter and dryer this could be a problem for us and others in the neighborhood.
4. I'd prefer to see limits on the number of event attendees; I propose a limit of 75 people (adults and children). 100-190 attendees sure seem like an awful lot of people for an event in a quiet residential neighborhood. Olalla is a residential neighborhood; we do not want large events in our neighborhood.
5. I propose the venue to have quiet time after 8:00pm. We have experienced increase noise levels at Sunflower Farms including loud music, loud voices over a PA system plus lots of celebratory hollering even after 10pm when events are happening. We used to enjoy having company over and sitting outside chatting on nice summer evenings but during Sunflower Farms events we can't really do that and are now forced to go inside or leave our home to enjoy peacefulness during their events. We were told to call 911 to complain but that just seems like a waste of law enforcement resources when there are so many more serious crimes that need attending to. R/Charles Senn

Extended comment from Kimberly Senn, inclusive of Charles Senn comments;

6. I do not oppose a groom's quarters or expanding the use of the barn on site. I have no issue with event parking on their property. I'm sure there are county rules which they're required to follow and so far, parking has not impacted us and I don't imagine it will since there is no good place to park on Burley Olalla road. VR/Kimberly Senn

The summary of the six other comments are from friends of the Miller family, a caterer, a wedding photographer, a realtor and from the Director of Visit Kitsap. These comments support the operation which will provide local jobs for local businesses and will provide additional wedding venues and experiences for south Kitsap families.

Staff response: *In review of all provided comments, the department concurs that businesses in rural areas help support economic vitality and opportunities throughout unincorporated Kitsap County. However, a business venture in the rural area must also be respectful of neighboring rural enjoyment and the concept of providing peaceful experiences for the associated rural neighbors. In review of the comments and per the SEPA MDNS, the Department implemented SEPA substantive authority to provide attenuation of noise, especially from outdoor amplified noises on site. The Department also reviewed the provided noise study, noise report revision, and through third-party reviews. This review resulted in a condition of approval that limits amplified noises to indoor uses only. The conditions of approval also limit the number and duration of events to provide the same 10 contiguous days each month between events. Event activities shall occur between 8AM and 10 PM. See Land use conditions in Section 13 of this report.*

10. Analysis

a. Planning/Zoning

Kitsap County has reviewed the proposal for consistency with zoning requirements in Title 17 Zoning, KCC 18.04 SEPA (SEPA Substantive Authority), and KCC 10.28 Noise.

The project is reviewed for consistency with KCC 17.420.030 Design Standards. In addition, the proposal will be reviewed for accessibility requirements for the event center and buildings, landscaping to provide screening to help reduce light, solid waste handling, Fire Marshall conditions, Health District conditions of approval, and review of planning and stormwater elements within the required Site Development Activity permit. Building reviews will be required under separate building permits. See land use conditions of approval in Section 13.

b. Lighting

If any lighting is planned on site, it is required to be consistent with KCC 17.105.110. Lighting shall be directed down away from adjoining property owners to prevent glare. Screening must prevent headlight glare from impacting adjacent neighbors.

c. Off-Street Parking

There are no off street parking requirements. All parking is on the property.

Table 5 - Parking Table

Use Identified in 17.490.030	Standard	Required Spaces	Proposed Spaces/Existing Spaces
Clubs/Lodges	Spaces to meet the combined requirements of the uses being conducted such as hotels, restaurants, auditoriums, etc.	59 spaces which include 2 ADU spaces. 3 residential spaces	Request is for 140 to 177 guests/patrons/catering and service providers using 3 per vehicle estimate with additional carpooling.
Total	N/A	42 spaces	Up to 177 patrons

d. Signage

Prior to installation of a new permanent on-premises or off-premises sign or modification of an existing sign that deviates from its originally permitted appearance or structure, an applicant shall obtain a permit from the Kitsap County Department of Community Development, unless the sign is identified as exempt (see Section 17.510.050) or conditionally exempt (see Section 17.510.060). A permanent sign may be installed to direct the public into the facility, subject to permitting.

e. Landscaping

The following is the project review is for consistency with landscaping requirements to address rural character and compatibility.

17.500.027 Buffer types – When required. The director may require different buffer types depending on the proposed use of the site and adjacent zones and/or uses. Vegetation-based LID BMPs may be utilized within buffers as long as the primary purpose of the landscaping or screening buffer is not compromised. These types of buffers shall include:

A. Partial Screening Buffer. This type of landscaping is intended to provide partial visual separation of uses from streets and between compatible uses in order to soften the appearance of parking areas and building elevations.

2. Separation Buffer. This type of landscaping is intended to create a visual separation that may be less than one hundred percent sight-obscuring between compatible land uses or zones.

Required along the perimeters of multifamily residential, commercial, industrial and public facility development which abut like zones or uses and consist of:

- a. Evergreen trees or a combination of approximately sixty percent evergreen and forty percent deciduous trees;
- b. Large shrubs planted between trees;
- c. Ground covers as required;
- d. A sight-obscuring fence may be required, if determined necessary by the department, to reduce site-specific adverse impacts to adjacent land uses.

Staff Comments: Consistent with rural character, the property shall maintain a partial screening buffer of 25 ft to limit potential light impacts on surrounding property owners. A site-obscuring fence is required at the northern property line to reduce headlight glare from the parking area that would likely impact neighbors.

Table 6 - Landscaping Table

	Required	Proposed
Required Landscaping (Sq. Ft.) 15% of Site		Greater than 15% of the site is landscaped
Required Buffer(s) 17.500.025		
North	Separation Buffer	Separation Buffer
South	Separation Buffer	Separation Buffer
East	Roadside and Setback Buffer	Roadside and Setback Buffer
West	Separation Buffer	Separation Buffer
Street Trees	NA	

f. Frontage Improvements

N/A. Kitsap County Public Works has reviewed the proposal and no frontage improvements are required.

g. Design Districts/Requirements

N/A. There is no 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 site plan in 1st Cycle Submittal Document, accepted for review on 3/2/22 and as revised by additional materials accepted for review in the 2nd Cycle Submittal Documents, accepted for review on 11/6/2023 to Kitsap County

Development Engineering. A Site Development Activity Permit is required for on-site construction improvements and any work planned within the right of way.

i. Environmental

Kitsap County resource maps do not show steep slopes, wetlands or streams on site. A moderate erosion hazard is present on the northwest portion of the property which will be reviewed with the associated Site Development Activity Permit. A geological report may be required to construct the drive aisle and parking in proximity to the top of slope.

j. Access, Traffic and Roads

Concurrency review provided by Kitsap County Public Works: no change to Peak PM trips in TAZ 251. The proposal is a Like Use and valid for 5 years. See the associated Stormwater memo for additional discussion and conditions.

k. Fire Safety

The Fire Marshall's office reviewed the proposal and approved with conditions of approval listed in Section 13.

l. Solid Waste

The project shall coordinate with Waste Management for solid waste handling.

m. Water/Sewer

There is a private well and On Site Septic system for the residence which prohibit water and bathroom facility uses for the proposed facility. Installation of a public well or use of bottled water shall serve the facility with potable water. A portable restroom with sanitary hygiene stations shall be provided for sewage.

n. Kitsap Public Health District

There is an approved building clearance for this project. All food must be catered and no dishwashing can occur on site. The use of portable toilets will be required as part of this proposal.

11. Review Authority

The Hearing Examiner has review authority for this permit application under KCC 17.550.020 and 21.04.100. The Hearing Examiner may approve, approve with conditions, deny, or remand a Conditional Use Permit application. The Hearing Examiner may also continue the hearing to allow for additional information necessary to make the proper decision. The powers of the Hearing Examiner are at KCC 2.10.

12. Findings

The hearing examiner may approve, approve with conditions, or deny a hearing examiner

conditional use permit. Approval or approval with conditions may be granted only when all the following criteria are met:

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, the Department of Community Development recommends that the application be **approved**, subject to the following conditions:

a. Planning/Zoning

1. All required permits shall be obtained prior to commencement of land clearing, construction and/or occupancy.
2. The approval is to operate a wedding venue and event center (under the vested 2016 T Zoning use of 'Club') on the subject property. No other use is authorized and other proposed uses will require additional application and review by DCD. If special events are planned, the applicant shall submit a revision to the site plan showing the location of overflow parking and traffic circulation onsite. Depending on the proposal or type/number of events, an application to amend/revise the Conditional Use Permit application may be needed. Events are considered events whether they are free, for compensation, public, or private. Events will require parking at a ratio of 1 space per 3 attendees and support staff.
3. The uses of the subject property are limited to the uses proposed by the applicant and any other uses will be subject to further review, and permitting if necessary, pursuant to the requirements of the KCC. Unless in conflict with the conditions stated and/or any regulations, all terms and specifications of the application shall be binding conditions of approval. Approval of this project shall not, and is not, to be construed as approval for more extensive or other utilization of the subject

property.

4. The decision set forth herein is based upon representations made and exhibits contained in the project application (22-00530). 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. Any violation of the conditions of approval shall be grounds to initiate revocation of Conditional Use Permit approval.
7. DCD staff shall have rights to access the site during subsequent permit application reviews and during operating hours to check on compliance, including during public or private events.
8. The recipient of any Conditional Use Permit shall file a Notice of Land Use Binder with the county auditor prior to any of the following: initiation of any further site work, issuance of any development/construction permits by the county, or occupancy/use of the subject property or buildings thereon for the use or activity authorized, including events or assembly events. The Notice of Land Use Binder shall serve both as an acknowledgment of an agreement to abide by the terms and conditions of the Conditional Use Permit and as a notice to prospective purchasers of the existence of the permit. The Binder shall be prepared and recorded by the Department at the applicant's expense.
9. Noise must meet the County noise ordinance per KCC 10.28, and specifically, noise levels shall not exceed the standards in KCC 10.28.040 for Maximum Permissible Environmental Noise Levels and shall not exceed the standards in KCC 10.28.145 for Public Disturbance Noises. No amplified sound or equipment may be used on the outdoor portions of the premises or be broadcast outdoors. If an amplified system is to be considered in outdoor spaces, it shall be first evaluated through a modification to the land use approval and SEPA review, professional noise analysis, and mitigation. DCD reserves the right, per KCC 21.04.140, to hire a third-party professional to review any further noise analysis at the applicant's expense. No amplified system may be used outdoors until mitigation has first been accepted, permitted, and installed. DCD considers an amplified system one that uses a microphone or a system whereby sound volume is increased by any means, including but not limited to electronic means. If DCD receives on-going complaints about noise, and the complaints are investigated and found to be

- valid, DCD may require the venue to limit its operations until a permissible solution is found. Additional noise analysis or monitoring, as well as subsequent evaluation as described above, would be at the applicant's expense. Continued noise violations may result in revocation of approval.
10. Use of amplification systems for music or use of a PA broadcast system will be limited to within constructed and insulated buildings. Doors shall be closed during amplification events so that adjacent neighbors are not impacted. Further review of outdoor amplification will be subject to additional permitting.
 11. Hours of operation are limited to 8:00AM to 10:00PM. All events, including the serving of food and alcohol, must end by 9:00PM. The period from 9:00PM to 10:00PM is reserved for attendees to leave the site and for event staff to complete event shutdown and cleanup. The applicant must provide DCD with a reliable and predictable monthly schedule identifying the same ten consecutive event-free days each month, including two full weekends (Friday through Sunday). No events may be conducted during these ten consecutive days. Events shall be clearly posted on the Sunflower Farms event center website and made available to all adjacent neighbors.
 12. Any and all signage design and location (including exempt signs) shall comply with KCC 17.510 and, as therefore applicable, be reviewed and approved by the Department of Community Development prior to installation. Signage may require a separate permit.
 13. Landscaping shall be installed and maintained in conformance with the requirements of KCC 17.500. Landscaping shall be installed and inspected prior to requesting a final inspection or guaranteed by means of an assignment of funds or bonded in the amount of 150% of the cost of installation.
 14. A sight-obscuring fence, capable of 100% reduction of headlight glare, is required along the boundary of the northern parking area. Sight-obscuring irrigated vegetation that is capable of 100% headlight glare reduction may also be proposed.
 15. Parking will need to be prepared for fire apparatus access, as well as being fire-wise in its design and maintenance. Additional comments are provided with Fire Safety conditions below.
 16. Ingress and egress from the project site shall be limited to Shady Glenn Avenue.
 17. The applicant shall submit an Application for Concurrency Test (KCPW Form 1601) as required by KCC Chapter 20.04.030, Transportation Concurrency, of the KCC. The KCPW 1601 form reserves road capacity for the project.
 18. This permit shall comply with all Kitsap Public Health District regulations and conditions of approval. Additionally, the applicant must provide bottled water. Portable toilets with washing/sanitary stations must be provided at each public event, including during staff setup and teardown/closure.

b. Development Engineering

GENERAL

19. 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.

STORMWATER

20. 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 Services and Engineering.
21. 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 this permit application was 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.
22. 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.
23. 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.

c. Environmental

24. Due to the presence of a moderate erosion hazard, a geological assessment may be required at time of SDAP submittal related to the planned parking and roadway drive isle.

d. Traffic and Roads

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 an SDAP is not required. The need for and scope of bonding will be determined at that time.

e. Fire Safety

26. No building or portion thereof on the parcel subject to this application may be used in support of a wedding venue or any purpose other than that assigned at the time of its original construction until such use is found to be in compliance with the permitting, approval and other requirements of Kitsap County Code Title 14 Building and Fire Code and new certificates of occupancy are issued for the new intended use(s).
27. Buildings, facilities and their associated sites, including parking areas approved for uses and activities by this application, are required to be accessible for people with physical disabilities. In addition to any other requirement of Kitsap County Code buildings, facilities and sites subject to this application shall comply with the accessibility provisions of the building code prior to commencing any new use.
28. Approved Fire apparatus access roads are required for buildings and parking areas proposed for use under this application. Access as indicated on page 2 of 3 of the site plan submitted with the application with latest revision date of 10/16/26 provides access consistent with the requirements of the fire code. Prior to commencing uses or activities approved by this application, applicant shall submit written verification from the engineer of record that routes indicated on the plan can support the weight of fire apparatus. No use of the area indicated as "Grass Parking Area" may be used for parking of vehicles unless such area has grass or other vegetation cut close to the ground and all debris removed from the area prior to the parking of vehicles.
29. Submitted documents identify an area for "Groom's Quarters Proposed". Future construction of such quarters or any other buildings shall require compliance with the permitting and approval requirements of Title 14. In addition to any other enforcement remedy or action, violation of these conditions or any other provision of Title 14 are grounds for revocation of this conditional use permit.

f. Solid Waste

30. Prior to SDAP approval, 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>

31. The SDAP submittal shall show solid waste dumpster location, method for securing the enclosure gates in an open position and pad sizes on the civil plans submitted for approval. Details of the enclosure, including interior dimensions, building materials and lighting must be included with the civil plans prior to final approval. These details may be architectural drawings attached to the civil plans. Provided area must accommodate a minimum 6-yard dumpster.
32. The SDAP submittal shall show at least 150 square ft of exterior recyclable materials storage space for the project. Describe collection containers and show their locations, method for securing the enclosure gates in an open position and pad dimensions on the civil plans submitted for approval. Details of the enclosure, including interior dimensions, building materials and lighting must be included with the civil plans prior to final approval. These details may be architectural drawings attached to the civil plans.

g. Kitsap Public Health District

33. There is an approved building clearance for this project. All food must be catered and no dishwashing can occur on site. The use of portable toilets will be required as part of this proposal.

Report prepared by:



Stephen Heacock, Staff Planner / Project Lead

8/27/2026
Date

Report approved by:



Scott Diener, Planning Manager for Darren Gurnee, Planning Supervisor

8/27/2026
Date

Attachments:

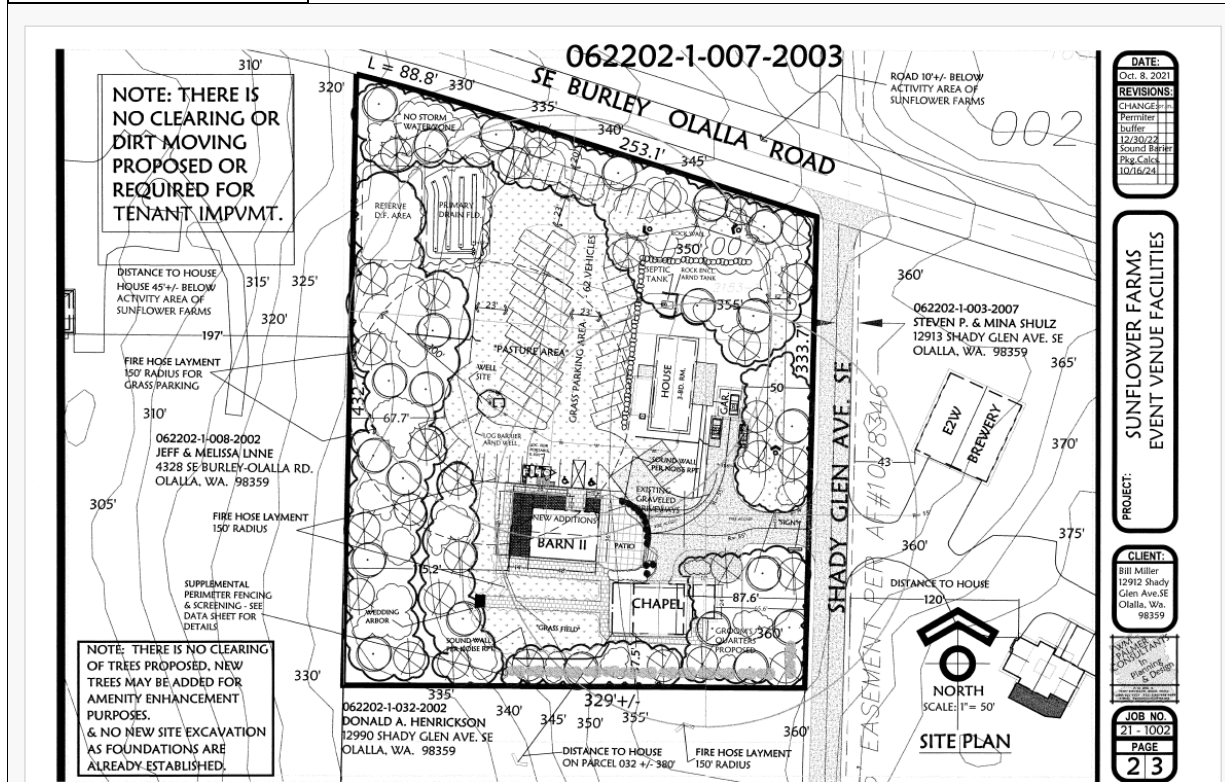
Attachment A – Proposed Site Plan

Attachment B – Critical Area Map

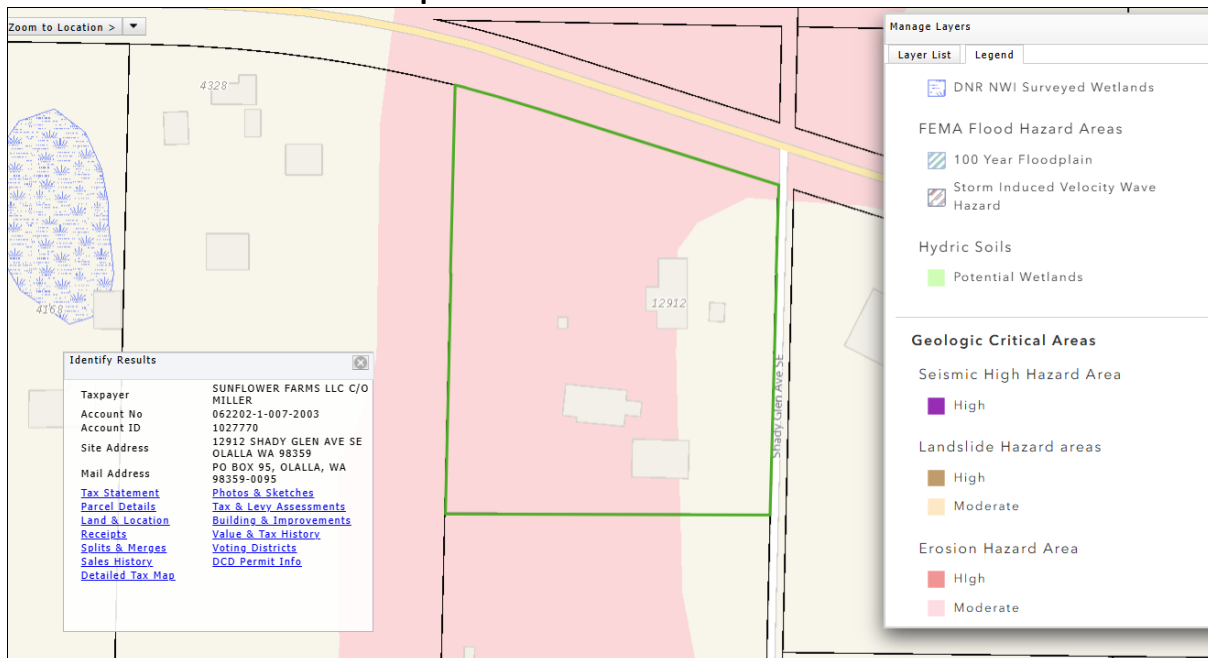
Attachment C – Zoning Map

CC: Applicant/Owner: William Miller, bill@sunflowerfarmsvenue.org
Project Representative: William Palmer, wpconslts@telebyte.net
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Kitsap County Health District, MS-30
Kitsap County Public Works Dept., MS-26
DCD Staff Planner: Stephen Heacock
DCD Attorney: Neil Wachter, NRWachter@kitsap.gov
Applicant attorney: Reuben Schutz, rschutz@gth-law.com

Attachment A: Site Plan
(revised October 2024)



Attachment B: Critical Area Map



Attachment C: Zoning Map

