



Kitsap County Department of Community Development

Hearing Examiner Staff Report and Recommendation

Report Date: February 5, 2026

Hearing Date: February 12, 2026

Application Submittal Date: June 01, 2023

Application Complete Date: July 01 2023

Project Name: Ives Mill preliminary Plat

Type of Application: Preliminary Plat

Permit Number: 23-02854

Project Location

5400 block Bethel Road SE,
Port Orchard, WA 98383
Commissioner District 2

Assessor's Account

112301-1-003-2000

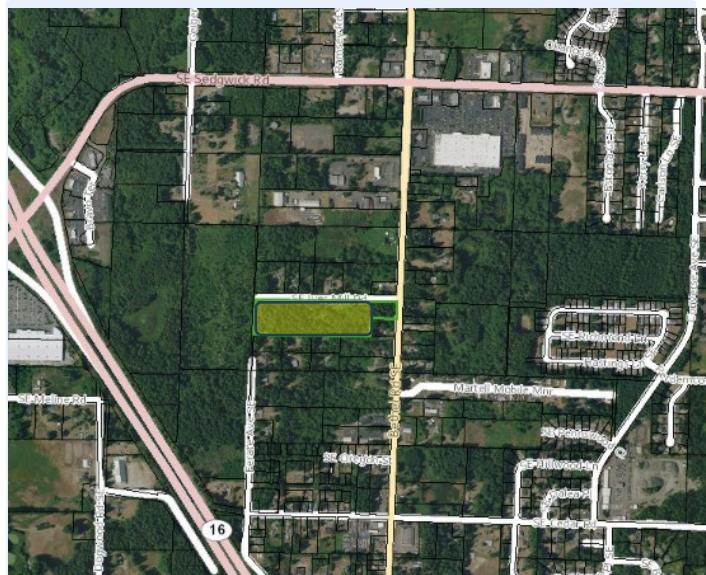
Applicant/Owner of Record

Kitsap County Consolidated Housing
2244 NW Bucklin Hill Road
Silverdale, WA 98383

Recommendation Summary

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

VICINITY MAP



1. Background

Housing Kitsap Public Housing Authority proposes to subdivide approximately 8.44 acres of a single parcel into 49 detached, single-family lots ranging from about 2,800-4,800 sf in size. The request includes open space, parks, and recreational amenities including a recreational trail. Additional improvements included with this project are frontage improvements such as a sidewalk, curb and bike lane along Bethel Road SE, and improvements in SE Ives Mill Road. The subdivision includes associated construction of public roads, stormwater treatment, and infiltration/detention control facilities, and utilities to serve the lots are included in the project design proposal. The project is currently proposed to be developed in a single phase.

2. Project Request

The request is for approval of a Preliminary Plat to subdivide the 8.44-acre parcel into 49 single-family residential lots.

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.

The Department issued a MDNS after using the optional DNS process in WAC 197-11-355. The SEPA comment period previously occurred with the Notice of Application, dated July 27, 2023, for Elysian Fields and the Revised Notice of Application for Ives Mill Preliminary Plat, dated December 1, 2025. There is no further comment period on the MDNS. The Mitigated Determination of Nonsignificance (MDNS) was issued under 197-11-340(2) due to required mitigation measures to reduce project impacts to a moderate level. The MDNS required a second 14-day comment period. The lead agency did not act on this proposal for 14 days from the date issued. Comments were required to be received on or before 01/06/2026.

COMMENTS:

The County received comments from several parties. The Suquamish Tribe and Washington Department of Fisheries and Wildlife (WDFW) commented on the size of the stream buffers for the portion that is Type-F. The City of Port Orchard commented on the traffic Impact analysis and requested additional analysis on other intersections within the city north and west of the development. The Traffic Impact Analysis (TIA) focused on LOS at SE Ives Mill and Bethel Road SE and SE Sedgwick Road and Bethel Road SE. The staff report addresses these comments prior to the public hearing.

CONDITIONS:

1. Project shall follow Stormwater controls and provisions in Title 12.
2. Project shall follow Title 19 Critical Area Ordinance. Project shall follow the recommendations in the Geotechnical Engineering Report consistent KCC 19.400 prepared by Georesources dated, February 4, 2021. The project shall follow recommendations by the habitat biologist for the delineated stream buffers per KCC 19.300, Critical Areas Report, dated August 13, 2021, and verified July 2024.
3. The project will be conditioned to follow KCC Title 17 and is specifically guided to follow KCC 17.420.037 Single-Family development Standards.

MITIGATION:

The proposal was reviewed under the 2016 Kitsap County Comprehensive Plan as amended.

The project is conditioned to follow minimum road standards for off-site transportation improvements: Transportation Goal 2. Maintain, preserve and operate the County's multi-modal transportation infrastructure in a State of Good Repair and Operation.

Transportation Policy 2.3 Emphasize maintenance, operations, and preservation of arterial and collector classified facilities. The following Conditions listed below, are required pursuant to SEPA Substantive Authority under KCC 18.04.200.D.3.

1. Frontage improvements are required along the entire property frontage on Ives Mill Road (and Bethel Road SE) shall consist of 10-foot-wide travel lane, vertical curb, gutter and 5-foot sidewalks.
2. The Site Development Activity Permit (or Building Permit, if an SDAP is not required) shall include plans for construction of the road approach between the edge of existing pavement and the right-of-way line at all intersections with county or state rights-of-way. Approaches to county rights of way shall be designed in accordance with the Kitsap County Road Standards as established in Chapter 11.22 of the Kitsap County Code. Approaches to state rights of way shall be designed in accordance with current WSDOT standards. Existing approaches may need to be improved to meet current standards.
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.

The SEPA appeal period expired January 06, 2025. No appeals were filed; therefore, the SEPA determination is final.

4. Physical Characteristics

The subject property is 8.44 acres in size located at the corner of Bethel Road SE and SE Ives Mill Road in unincorporated Port Orchard. The property is rectangle shaped running east and west the length of SE Mill Road. The project site is vacant and predominately forested by Douglas fir with vegetation that also includes cedar, hemlock, alder, huckleberry and salal. The topography slopes down from the west to east into a low area across the eastern quarter of the property, then slopes back up toward Bethel Road. The steepest slope on the property is up to 30%. There is an old concrete foundation located centrally on the site. A buried concrete pipe, approximately 40" in diameter, is located within the lower area on the east side of the property extending from SE Ives Mill Road to the southwest. The east side of the property contains a Type-F stream that drains into the concrete pipe. Site discharges to Blackjack Creek west of SR-16 approximately 0.9 miles downstream of the site, thence to Sinclair Inlet, Puget Sound. The soils identified on site are Indianola sandy loam (15 to 30 % slopes). The soils are characterized as being deep, somewhat excessively drained soil located on broad uplands. The property also contains Norma fine sandy loam, that are deep poorly drained located on long, narrow stream bottoms on till plain depressions on uplands.

Vesting of Application

The permit application vested to land use regulations in place per KCC 21.04.150 Vesting, prior to March 28, 2025, when the zoning and comprehensive plan designation changed from Urban Low Residential to Urban High Intensity Commercial. The Preliminary Plat application is classified as a Type III quasi-judicial review per KCC 21.04.080 with Hearing Examiner as the review authority per the vested regulations.

Table 1 - Comprehensive Plan Designation and Zoning

Comprehensive Plan: Urban Low Residential Zone: Urban Low Residential	Standard	Proposed
Minimum Density	5 (4.11 acres of net developable acreage x 5 = 20.55 or 21 required units)	49 units (5.8 du/ac)
Maximum Density	9 (8.11 acres x 9 = 72.99 or 73 maximum units)	
Minimum Lot Size	2,400	2,800 sf
Maximum Lot Size	9,000 sf	5,218 sf
Minimum Lot Width	40'	40'
Minimum Lot Depth	60'	70'
Maximum Height	35 feet	1-2 stories, <35 feet
Maximum Impervious Surface Coverage	NA	~174,750 or 49%
Maximum Lot Coverage	NA	NA

Applicable footnotes: KCC 17.420.060 # 25. For new building permit applications on vacant lots over eighteen thousand square feet located in urban low residential (ULR) and urban cluster residential (UCR) zones, the maximum lot size shall not exceed nine thousand square feet. This restriction shall not apply if:

- The net developable area of the existing parcel is less than eighteen thousand square feet, or
- The project application will meet minimum density requirements as established by this chapter.

Staff Comment: Consistent with KCC 17.420.020.A, density was correctly calculated using net developable area to determine project density and comply with the requirement above for maximum lot size.

Table 2 - Setback for Zoning District

	Standard	Proposed
Front	10' front (20' for garage), 10' side street	10' front (20' for garage), 10' side street
Side	5'	5'
Side	5'	5'
Rear	10'	10'

Table 3 - Surrounding Land Use and Zoning

Surrounding Property	Land Use	Zoning
North	Single-family residences/ PW Roads Division property	Commercial (RCO)
South	Single-family residences	Commercial (RCO)
East	Single-family residences	Commercial (RCO)
West	Undeveloped -USA Trust Land	City zoning

Table 4 - Public Utilities and Services

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

5. Access

Access to and from the proposed plat would be achieved by way of SE Ives Mills Road at Bethel Road SE. SE Ives Road has a functional classification as unmaintained local access road and Bethel Road SE has a functional classification as a County maintained minor arterial with a posted speed limit of 40 mph near the site. Based on Kitsap County's Road Standards, a 40-mph posted speed limit would require a sightline for left and right-turn movements for motorists departing SE Ives Mills Road.

6. Site Design

The proposed Ives Mill Road Preliminary Plat was reviewed for consistency with requirements pursuant to KCC 17.420.037 Single-family Subdivision/Design Standards, Chapter 16.24 Land Segregation Standards, and Chapter 16.40 Subdivisions. The preliminary plat is required to comply with urban development standards for utilities, roads, sidewalks, landscaping and recreation facilities.

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 2, 2024.

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

Land Use Goal 6 Health and quality of life.

Promote health and quality of life in the built environment.

Land Use Policy 6.2.

Actively integrate amenities such as open space, trail, plazas, pedestrian features, tree canopies, and wildlife corridors within urban growth areas.

Economic Development Goal 5

Acknowledge and address economic disparities experienced by residents of Kitsap County.

Environmental Goal 1. Ecosystems habitat

Protect and enhance the health, resilience, functions and processes of natural environments and ecosystems, including forest lands, shorelines, freshwater systems, and critical areas to ensure functioning ecosystems services and fish and wildlife habitat are sustained into the future.

Environmental Policy 1.1.

Manage development to protect habitats and ecological processes.

Environmental Policy 1.2.

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

Housing Goal 3. Affordable Housing

Increase the supply of affordable housing units both private and public development.

Transportation Policy 2.3.

Transportation Goal 2. Maintenance and Operations

Maintain, preserve and operate the County's multimodal transportation infrastructure in a State of Good Repair.

Transportation Policy 2.3

Emphasis maintenance, operation and preservation of arterial and collector classified facilities.

Transportation Policy 3.2

Coordination with School districts to identify and address transportation safety concerns and solutions near schools.

Transportation Policy 4.1

Within Urban Growth Areas, centers and subareas , walk, bike and roll facilities will emphasize access for all ages and abilities, safety and providing access to linking land uses and activity areas within and between communities, public facilities, parks and open space.

Transportation Policy 4.3.

Maximize the opportunities for walking, biking, rolling for transportation, recreation and health within new and existing public and private development through the provision of integrated walk, bike and roll facilities within the development , connecting to adjacent properties, and accessing the multimodal transportation system.

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
Title 19	Critical Areas Ordinance (CAO)
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 24 Exhibits.

Exhibit #	Document	Dated	Date Received / Accepted
1	Staff Report	2/5/2026	
2	Geotechnical Report	2/4/2021	6/30/2023
3	Submission	6/16/2023	6/30/2023
4	Public Comment: City of Port Orchard	7/27/2023	
5	Public Comment: Suquamish Tribe	8/28/2023	
6	Critical Areas Verification	7/24/2024	8/2/2024

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7	Revised Storm Drainage Report	July 2024	8/2/2024
8	Traffic Impact Assessment	6/11/2024	8/2/2024
9	Water and Sewer Availability Letter	2/2/2022	8/2/2024
10	Application to Construct Sanitary Sewer	4/25/2025	4/30/2025
11	Project Narrative		9/9/2025
12	Revised Civil Plans	9/5/2025	9/9/2025
13	SEPA Checklist	9/5/2025	9/9/2025
14	Stormwater Worksheet		9/9/2025
15	Change of Ownership and Engineer of Record Affidavit	1/28/2025	11/25/2025
16	Revised Notice of Application	12/1/2025	
17	Public Comment: WDFW	12/15/2025	
18	Staff Responses to SEPA Checklist	12/19/2025	
19	SEPA Determination	12/23/2025	
20	Updated Landscaping Plan	7/30/2024	1/7/2026
21	Notice of Public Hearing	1/28/2026	
22	Certification of Public Notice	1/29/2026	
23	Staff Presentation		
24	Hearing Sign In		

9. Public Outreach and Comments

Pursuant to KCC Title 21 Land Use, and Development Procedures, the Department gave proper public notice for the Preliminary Plat 800 feet around the property. To date the project has received comments from three interested parties that include the City of Port Orchard, the Suquamish Tribe and the Washington Department of Fish and Wildlife.

Issue Ref. No.	Summary of Concern (See corresponding responses in the next table)	Comment Letter Exhibit Reference No.
1	The City of Port Orchard commented that the project TIA should evaluate the level of service (LOS) for additional intersections north of the project within the city. Until the information is shared with the City of Port Orchard, the County should withdraw the Optional DNS.	Exhibit 4
2.	The Suquamish Tribe supports the characterization of the onsite stream as a Type F. The Tribe commented about fluctuations of local groundwater levels based on amounts of precipitation and construction on and off-the site. The stream onsite is a seasonal and potential development may alter the groundwater input into the stream channel. Does the County have any information on trends in timing and quantity of flow in this part of Blackjack Creek Basin.	Exhibit 5

3.	WDFW commented on the Type-F stream with the proposed buffer 150-foot buffer with a building setback of 15 feet. As per KCC 19.300.315 the standard increased from 150 to 200 feet. WDFW recommends that Kitsap County Code requires a 200-foot buffer for the Type-F stream instead of following the requirements for an alternative UGA buffer width as outlined in KCC 19.300.315(4)(a).	Exhibit 17
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Issue Ref. No.	Issue	Staff Response
1	City requested additional Traffic Impact Analysis	The applicant's TIA analyzed the intersection SE Sedgwick Rd and Bethel Road SE, intersection Bethel Rd. SE, and project access and the City of Port Orchard 's Bethel and Sedgwick Road Corridor Plan improvement projects. Based on the ITE data it is forecasted in the year2027 that the Bethel and Sedgwick are shown to operate at Level-of-Service (LOS) C and Sedgwick and Bethel to operate at LOS E with or without the project traffic. The City's Bethel and Sedgwick Corridor and the addition of a two-lane roundabout will increase the capacity to LOS B. The County concurred with the TIA findings and believed that the City's request for analysis of the 10 additional intersections lacked a nexus with the forecasted ITE data for the proposed Ives Mill Preliminary Plat.
2.	Timing and flows into Blackjack Creek in local basin	The onsite stream receives significant flows from storm drainage runoff from the north along the Bethel Road corridor. The storm drainage by the project will be detained and released into stream maintaining groundwater flows within the local basin.
3.	Recommendation for a buffer increase from 150 feet to 200 feet based on KCC.	The application was determined complete, vesting the project prior to the CAO update with the 200-foot, implemented April 1, 2025. In addition, the project is a single-family development, classified as a moderate, and in turn not high intensity i.e., multi-family development requiring a 200-foot buffer.

10. Analysis

- a. **Planning/Zoning**
- b. **The proposed Ives Mill Road Preliminary Plat was reviewed for consistency with requirements pursuant to KCC 17.420.037 Single-family Subdivision/Design Standards, Chapter 16.24 Land Segregation Standards, and Chapter 16.40 Subdivisions.**

Lighting and Central Mailboxes Urban Plats: Urban residential plats generally include illumination of internal roadways and street lighting at the intersection where private

roads intersect with County right-of-way, pursuant to 11.40 Street Lighting. The developer is responsible for installing lighting at the County's intersection and conveying the lights to the County. If desired, the developer and or Homeowners Association (HOA) may install the internal street lighting. The individual property owners would be billed through the Silverdale Water District, the water purveyor for lighting, with the HOA responsible for maintenance.

Comparable developments have moved away from traditional rural box styles and instead install a clustered mailbox design for efficiency, security, and aesthetics. Consistent with KCC 16.24.040 Urban Standards 1.C (d.), where clustered mailboxes are proposed, the mailboxes must meet the clear zone requirements.

c. Off-Street Parking

The Plat was reviewed for consistency with KCC 17.490 Off-street Parking and Loading and the plat is consistent with requirements. The proposal includes on-street and off-street parking. The applicant is proposing 25 on street parallel parking spaces. Based on recent amendments to the Growth Management Act, parking within garages is allowed to be used to count towards meeting parking demand.

Table 5 - Parking Table

Use Identified in 17.490.030	Standard	Required Spaces	Proposed Spaces/Existing Spaces
Single-family	2 per unit + 0.5 per unit on street or set aside. (Garages...)	98 + 25 on-street or set aside = 280	98 +25 on-street or set aside
Total	2.5	123	123

d. Signage

Pursuant to KCC 17.510 Sign Code, the applicant can apply for signage near the entrance of the subdivision during or after construction. The applicant shows a location for a monument sign at the entrance. However, the applicant has not proposed a specific signage proposal. When the final plat is recorded to establish the subdivision and lots are for sale, all signage will be required to be consistent with 17.510.060.M Conditionally Exempt signs - Real Estate Signage Program.

e. Schools

The project will be served by South Kitsap School District, and students will most likely be bused to the nearest schools which include Hidden Creek Elementary School on Converse Avenue SE, John Sedwick or Marcus Whitman Middle School, and South Kitsap High School located east and north of the project within the Port Orchard area. The Department has not received comments from South Kitsap School District on bus access and circulation on the preliminary plat. South Kitsap School District was

notified of the pending preliminary plat. If applicable, the school district may comment on busing and location of bus stops within the plat at the time of SDAP.

f. Landscaping

Pursuant to KCC 16.24 Urban Standards Landscaping Requirements and KCC 17.420.037 Single-Family development standards, landscaping is required at entrances and street trees planted by the developer along streets or on individual lots at construction or for individual units prior to certificate of occupancy. The applicant will be required to submit a landscape plan with the Site Development Activity Permit application showing landscaping around storm drainage facility for screening, per KCC 17.500.027, street trees, the recreation facilities, and natural vegetation to be retained per KCC 17.420.037. (See Conditions of approval 3, 4, 8, 13, 45, 48 and 47)

Staff comment: On the landscape plan titled under the previous name, the applicant is proposing a variety of street trees from e.g., Norway Sunset Maple, Princess Diana Service Berry to Golden Rain Trees with a caliper size 1.5". Per KCC 17.500.030.C and D, the minimum caliper size is 2"caliper, generally 25 to 35 feet. The Landscape plan be required to minimum 2".

Table 6 - Landscaping Table

	Required	Proposed
Required Landscaping (Sq. Ft.) 15% of Site	NA	NA
Required Buffer(s) 17.500.027		
North	NA	NA
South	NA	NA
East	Roadside and Setback Buffer	Roadside and Setback Buffer
West	NA	NA
Street Trees	Yes	Yes

g. Frontage Improvements

The preliminary plat is required to include frontage improvements along Bethel Road SE Consistent with Comprehensive Plan policies, KCC 16.04.080 General requirements, KCC 17.420.037 Single Family Design Standards and KCC Title 11 Kitsap County Road Standards. The proposal is for a curb, gutter and 6' wide sidewalk along with a 5' bike lane that will be extended across the property. The southbound lane on Bethel Avenue will be 12' wide. Intersection improvements with Ives Mill Road will include sidewalks with ADA ramps, including two facing east to allow for future crossings. The

internal roadways will include frontage improvements on both sides of private roads (See Conditions of Approval 48 and 49).

h. Design Districts/Requirements

The project is located outside of designated Kitsap County design districts.

i. Development Engineering/Stormwater

The proposed stormwater facilities include an infiltration facility and detention pond for stormwater quantity control, and bio pods for stormwater quality control. The proposed development includes frontage improvements along SE Ives Mill Road and Bethel Road SE. Engineering has reviewed the above land use proposal.

Development Engineering has reviewed the above land use proposal and finds the concept supportable in its approach to civil site development. Comments are based on a review of the Preliminary Drainage Report and Preliminary Engineering Plans accepted for review 6/30/2023, and as revised by additional materials accepted for review 4/30/2025 to Kitsap County Development Engineering.

Development Engineering accepts the concepts contained in this preliminary submittal.

j. Environmental

The project is reviewed for consistency with KCC Title 19 Critical Areas Ordinance. If critical areas are present, the project is reviewed for consistency with requirements for wetlands, fish and wildlife habitat Areas, geologically hazardous areas and aquifer recharge areas. The existing conditions include moderate slopes towards a stream ravine with a Type-F stream with a portion in a concrete pipe on east side, and an area 180 feet south side of the site on separate properties includes a National Wetland Inventory overlay.

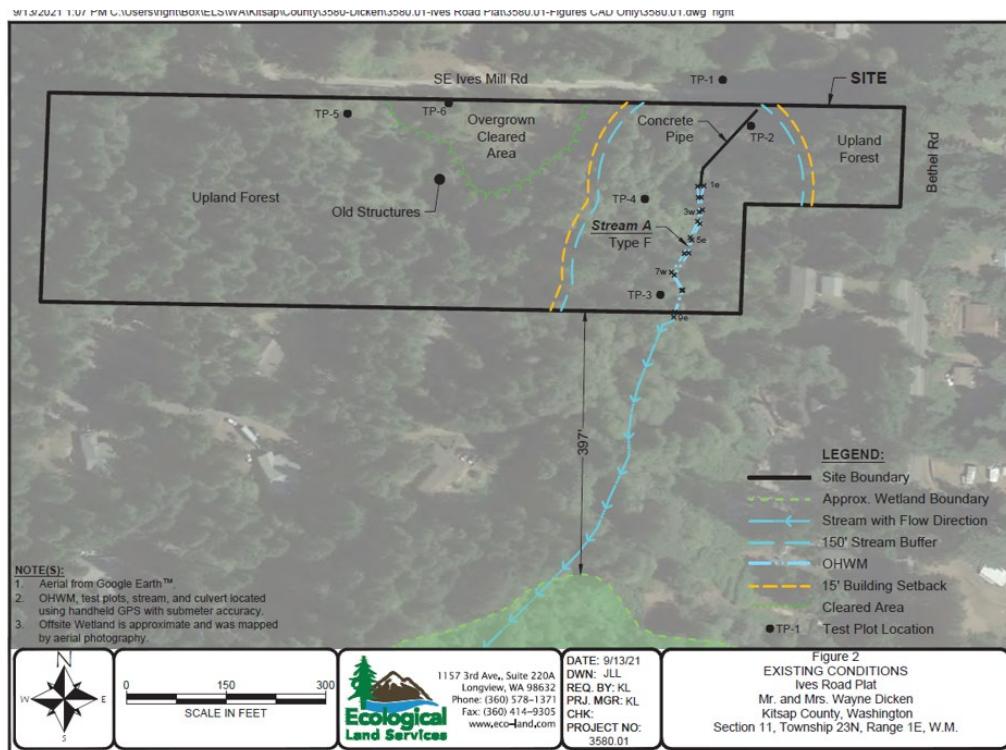
Wetlands and Streams.

Streams are regulated pursuant to KCC 19.300 Wildlife Habitat Conservation Areas Critical Areas Ordinance. A building or impervious surface setback of 15 feet from the edge of any stream buffer is required per KCC 19.300.315.E. A critical areas report was prepared by Ecological Land Services, dated September 12, 2021, and later a follow-up ELS Critical Areas Verification, dated July 24, 2024, to see if onsite conditions have changed. The consultant collected data through six test plots to determine if wetlands were present.

Surface Water

Wildlife Habitat Conservation Areas are classified as either "Class I" or "Class II." Per KCC 19.300.310.3.a, Class I Wildlife Habitat Conservation Areas. The eastern portion of the project site includes a stream. The identified stream A is unmapped drains across 1/3 of the property where its outlets from a buried approximately a 40' diameter concrete pipe. Kitsap County Utilities mapping identifies the pipe as privately

maintained and is connected to storm drainage conveyance from Bethel Road SE to the north. Consultants believe the stream drains to a wetland to the south. Pursuant to WAC 222-16-031 Interim Water typing system, was observed the stream channel averaged 8' wide, and a stream gradient 0.025% meets the criteria for a Type-F stream requiring a 150' buffer. The proposed single-family development is classified as moderate intensity, and the project vested July 1, 2023, prior to April 1, 2025, CAO code update, supporting the 150' buffer with 15' building and impervious surface setback, per KCC 19.300.315 Development Standards. The project proposal also includes a trail through a portion of 150-foot stream buffer. At the time of SDAP, the pedestrian trail in the stream buffer will be subject to special use review per KCC 19.100.145 and KCC 19.315.I Trails and Related Facilities. At the time of the SDAP, the project will be conditioned to install a split trail fence along the edge of the 150-foot stream buffer.



Geological Hazard Areas

The Kitsap County resource maps identify a Geological Hazard Moderate Erosion Hazard on approximately the east half of the property and a small ribbon of hydric soils on the east side located along the south property.

Aquifer Recharge Areas

Kitsap County resource mapping shows the property is located within Category I Critical Aquifer Recharge Area on the east half and the remaining property to the west is within Category II Critical Aquifer Recharge Area. The mapping shows onsite permeable soils associated with Critical Aquifer Recharge Area per KCC 16.600.610.

Pursuant to KCC 16.600.620 Activities with a potential threat to groundwater, the proposed subdivision land use is not listed as a potential threat groundwater contamination and does not require a hydrogeological report. [Click or tap here to enter text.](#)

k. Access, Traffic and Roads

In addition to frontage improvement along Bethel Road SE, the proposed development includes improvements to the county unmaintained Ives Mill Road SE internal to the site to Road A. The interior roads to the plat for roads A, B and C will be public maintained and constructed consistently with Kitsap County Road Standards. Ives Mill Road SE is going uphill at 8.12% then transitions to Road A. The improvements to Ives Mill Road SE include two eleven-foot lanes, curbs, gutters and five-foot sidewalks within a 50-foot right-of-way (ROW). Road A will include two 10-foot travel lanes, 8 feet for parallel parking, curbs, gutters and 5-foot sidewalks. Road B and C will have two 10-foot travel lanes, curb gutter and a 5-foot sidewalk on one side within a 32-foot ROW. (See Conditions of Approval 49, and 50).

l. Fire Safety

The project is located within South Kitsap County, South Kitsap Fire and Rescue District will provide fire protection to the site. The nearest fire station is located near the corner NW SE Cedar Road and Bethel Road SE (SK Fire Station 11). The Fire Marshal has reviewed the proposal and recommends approval with conditions. Fire flow verification and adequate fire apparatus access for emergency responders are required and will be reviewed through the Site Development Activity Permit (SDAP). (See Conditions of Approval #57, 62 and 63)

m. Solid Waste

Individual property owners will be responsible for solid waste collection. Waste Management approval is required for solid waste service for the plat.

n. Water/Sewer

The project requires an urban level of service for water and sewer service. The applicant has provided documentation that the water service is available from West Sound Utility District for water and sanitary sewer.

West Sound Utility District has an existing 12-inch water main located on the east side of Bethel Road that will be extended approximately 1,200 feet to the project site. Water mains for the site will be extended along the proposed roads to provide water service and fire hydrants.

There is an existing 8-inch gravity sanitary sewer located approximately 1100 feet north of the project. This line connects to the West Sound Utility District's pump station that was built for the Fred Meyer Store. Gravity sewers will be extended from this line and into the project to serve the proposed lots.

o. Kitsap Public Health District

The Kitsap Public Health District has reviewed the proposal and does not have concerns with the request. The district has requested Sewered building clearance prior to building permit issuance.

16.24.040 Urban Standards

The following are land segregation standards for preliminary subdivisions:

a. Access

The developed site will receive access from Bethel Road SE, a Kitsap County public-maintained road.

b. Public Transit Provisions

The Kitsap Transit regional bus schedule indicates that transit service is provided within walking distance of the subject site. The nearest bus stop is located at the Fred Meyer, approximately 0.50-miles walking distance northeast of the proposed Dicken Plat, servicing Route 8 – Bethel. Transit Route 8 provides service from the Fred Meyer located off SE Sedgwick Road to the Port Orchard Ferry Dock. Weekday service is provided from 5:00 AM – 7:47 PM with approximately 25-minute headways. Saturday service is provided from 10:00 AM – 5:25 PM with approximately 25-minute headways.

c. Non-motorized Facilities

The applicant will be required to install a sidewalk along the property frontage and one or both sides within the plat as proposed. With the proposed trail within Tract C, the project meets the general intent of Nonmotorized Trail requirement.

d. Off-Street and On-Street Parking

See off-street parking comments above in Table 5.

e. Fire Protection

The project will include a water main extensions and fire hydrants along with emergency vehicle access to meet the requirements of the Kitsap County Title 14 Building and Fire Code. The Project will be reviewed during the SDAP for fire and life safety requirements. (See Condition 61 and 62)

f. Landscaping Requirements

The applicant is providing street trees along Bethel Road SE and internally on individual lots. Street trees will be required to be installed during construction of the plat or prior to issuance of the certificate of occupancy of the residence. The applicant is proposing Scarlet Sentinel Maple and Bradford Pear as the street trees.(See Conditions of Approval 3 and 4, 8 and 49)

g. Utilities

In addition to the project being served by an urban level of service for water and sewer as

discussed above, the project will be served by Puget Sound Energy, and by other local utility providers (cable telephone, etc.).

h. Recreation Requirements

The preliminary plat will include recreational open space amenities consistent with subdivision standards. Recreation space requirements for the plat are 390 square feet of active open space per lot, with grades less than or equal to 5%. The minimum area of active open space for this development is equal to $390 \times 49 = 19,110$ square feet. The project provided 21,150 square feet but should have good visibility with approximately half of the homes and meets dimensional requirements of no less than 30' in width. The applicant is also proposing a pedestrian path to extend through the stream buffer. (See Condition of Approval #35)

11. Review Authority

The Hearing Examiner has review authority for this Preliminary Plat application under KCC, Sections 16.04.080 and 21.04.100. The Kitsap County Commissioners have determined that this application requires review and approval of the Hearing Examiner. The Hearing Examiner may approve, approve with conditions, the preliminary plat request. 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, Chapter 2.10.

12. Findings

Preliminary plat applications are reviewed KCC 16.04.080 General Provisions-Appropriate facilities and Improvements determinations and KCC 16.40 Subdivisions. The County must determine whether the proposal includes appropriate provisions for drainage, roads, alleys and other public ways, water supplies, sanitary waste, parks, playgrounds, fire protection facilities, school sites and grounds and other public and private facilities and improvements. The Hearing Examiner is required to make findings for the following requirements:

- A. Documentation that the proposed subdivision complies with applicable provisions of the Kitsap County Comprehensive Plan, and Kitsap County Code, and that the public use and interest will apparently be served by the proposal.

Staff Comments: The Department determined that the plat proposal is consistent with the Urban Low zoning and is consistent with the Comprehensive Plan policies. The project falls within the required density of 5 to 9 dwelling units. The proposed density is based upon the net developable acreage, which is approximately 6 dwelling units per acre when rounding.

- B. Adequacy of Access: Each lot within land segregation shall have approved access. The development receives access from Illahee Road NE, which has an urban road functional classification as a minor arterial. The applicant is proposing to construct a private road that meets minimum fire access requirements. Vertical curbs are

required for designated on-street parking areas. The Engineering staff has reviewed the transportation element of the project and issued preliminary approval on September 26, 2025.

Staff Comments: The applicant has addressed public safety by providing adequate access for ingress and egress for the plat.

C. Safe Walking Conditions: The applicant is required to provide information on pedestrian needs generated by the proposed land segregation.

Staff Comments: Pursuant to KCC Title 16, sidewalks are required. Consistent with this requirement, the applicant is providing frontage improvements and an internal sidewalk on the road tracts.

D. Lot Configuration: Lots should run at right angles to the street upon which the lots face.

Staff Comments: The proposed 49 lots within the project comply with the above standard for lot configuration. The applicant is proposing 20-foot garage setback from the driveway access off the private road and a minimum of 10-foot habitable area front yard if required.

E. Homeowners Association. Land segregations of five or more lots within a UGA that propose roads and/or stormwater facilities to be privately maintained shall form a homeowners' association, registered with the state of Washington. Conditions, covenants and restrictions (CCR) documents shall address, at a minimum, ownership of and maintenance responsibilities for any private roads and any private stormwater facilities. In rural zones where private roads and/or stormwater facilities are proposed, road and storm facility maintenance agreements may suffice.

Staff Comments: The project has been conditioned to form a HOA with the Final Plat Application.

13. Recommendation

Based upon the analysis above and the decision criteria found in KCC 16.04.080, the Department of Community Development recommends that the Preliminary Subdivision request for Ives Mill preliminary Plat be **approved**, subject to the following conditions:

Planning/Zoning

1. All required permits shall be obtained prior to commencement of land clearing, construction and/or occupancy.
2. All building permits on proposed, newly created lots will be subject to impact fees pursuant to Kitsap County Code.

3. A Final Landscape Plan will be required to be submitted with the Site Development Activity Permit (SDAP), consistent with Kitsap County Code 17.500 Landscaping, during civil site plan review, which depicts natural vegetation, and the planting and irrigation plan. The tree retention plan shall be included with the SDAP.
4. Street trees shall be planted along the access driveway and on individual lots at approximately 25' spacing. A final landscape plan will be subject to approval by the Department prior to SDAP approval. Trees on individual lots are required to be installed prior to the Certificate of Occupancy of individual residential units.
5. A note on the face of the plat shall show building setbacks for the proposed lots as conditioned per the plat approval.
6. The maximum height of all proposed structures is 35' in height.
7. All proposed signs, design, and location (including exempt signs) shall comply with Kitsap County Code 17.510 and be reviewed and approved by the Department of Community Development prior to installation. Signage may require a separate permit.
8. Prior to plat transferring to the Homeowner's Association (HOA), the developer will be responsible for irrigation and maintenance of all landscaping to ensure survival for up to two years. The developer or the HOA shall maintain all landscaping consistent with the Tree Care Industry Association standard practices.
9. Pursuant to KCC Section 21.04.110 Timeline and Duration of Approval, Kitsap County's land use approval for the preliminary plat is valid for a period of up to five (5) years from the decision date of the preliminary plat consistent with RCW 58.17.140 and .170.
10. The decision set forth herein is based upon representations made and exhibits contained in the project application (23-02854). 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.
11. 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.
12. Any violation of the conditions of approval shall be grounds to initiate revocation of this Plat.
13. A recreational open space plan shall be submitted to the department and reviewed and approved with the Site Development Activity Permit (SDAP). Said plan shall show dimensions, finished grade, equipment, landscaping and improvements to demonstrate that the requirements of this subsection are met.

14. Recreation facilities shall be placed in a designated recreational open space tract and shall be dedicated to a homeowners' association or other acceptable organization, to provide continued maintenance of the recreational open space tract.
15. Prior to final plat land segregations of five or lots that propose roads, recreational facilities, open space and/or storm water facilities shall form a homeowner's association. A Homeowner's Association and/or Protective Covenants, Conditions and Restrictions shall be established prior to final approval to ensure the perpetual maintenance of any private roads, storm drainage facilities, recreational facilities and common Open Space. Further, conditions shall be placed within the Protective Covenants. Washington State Legislature adopted updated HOA rules through the Washington Common Interest Ownership Act March 6, 2018, effective July 1, 2018. The revised rules clarify and impose requirements operating budgets and maintaining cash reserves. (See 16.04.080.E for possible revisions)

Development Engineering

GENERAL

16. 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.
17. 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.

STORMWATER

18. The information provided demonstrates this proposal is a Large Project as defined in Kitsap County Code Title 12, and as such will require a Full Drainage Site Development Activity Permit (SDAP) from Development Engineering.
19. Stormwater quantity control, quality treatment, and erosion and sedimentation control shall be designed in accordance with Kitsap County Code Title 12 effective at the time the SDAP (or Building Permit if no SDAP required) application is deemed fully complete. The submittal documents shall be prepared by a civil engineer licensed in the State of Washington. The fees and submittal requirements shall be in accordance with Kitsap County Code in effect at the time of SDAP application or Building Permit if an SDAP is not required.
20. Any project that includes offsite improvements that create additional hard surface such as lane widening, sidewalk or shoulder installation or intersection channelization shall provide stormwater mitigation in accordance with Kitsap County Code Title 12.
21. The site plan indicates that greater than 1 acre will be disturbed during construction. This threshold requires a National Pollutant Discharge Elimination System (NPDES)

Stormwater Construction permit from the State Department of Ecology. More information about this permit can be found at:

<http://www.ecy.wa.gov/programs/wq/stormwater/construction/>. This permit is required prior to issuance of SDAP.

22. The Washington State Department of Ecology (Ecology) may require registration of the infiltration trench as an Underground Injection Control (UIC) well in accordance with the Underground Injection Control Program (Chapter 173-218 WAC). The applicant shall contact Ecology to determine if the facility is regulated under the UIC program.
23. The application indicates that a significant quantity of grading material will be exported from the site. Prior to issuing the SDAP an approved fill site(s) must be identified.
 - a. Any fill site receiving 150 cubic yards or more of material must obtain an SDAP.
 - b. Fill sites receiving 5,000 cubic yards or more, or located within a critical area, must have an engineered SDAP.
 - c. For any fill site receiving less than 150 cubic yards, the SDAP holder shall submit to Kitsap County Department of Community Development load slips indicating the location of the receiving site and the quantity of material received by said site.
24. The application indicates that a significant quantity of grading material will be imported to and/or exported from the site. Typically, this means five or more trucks entering/leaving the site per hour. Because of this a vehicle wheel wash must be included as an element of the siltation erosion control plan.
25. The design of the infiltration facilities shall be in accordance with Vol. II, Chapter 5 of the Kitsap County Stormwater Design Manual.
26. The infiltration facilities shall remain offline until the drainage areas are stabilized, and the water quality treatment facility is adequately established. Temporary erosion and sedimentation ponds shall not be located over infiltration facilities. In addition, retention ponds shall not be utilized as temporary erosion and sedimentation control ponds.
27. During the construction of the proposed infiltration facilities, the Project Engineer shall provide an inspection(s) to verify that the facilities are installed in accordance with the design documents and that actual soil conditions encountered meet the design assumptions. The Project Engineer shall submit the inspection report(s), properly stamped and sealed to Development Engineering.
28. The impervious area per lot accounted for in the overall drainage facilities installed shall be indicated on the face of the final plat, along with the following note: Additional impervious surfaces created on an individual lot beyond the amount accounted for in the overall drainage facilities shall be mitigated in accordance with Kitsap County Code Title 12 and may require a Site Development Activity Permit.

29. The following shall be added to the face of the Final Plat, under the heading Notes and Restrictions:
 - a. Maintenance of roof and yard drains and appurtenances shall be the responsibility of the individual homeowners.
 - b. All runoff from roof and yard drains must be directed so as not to adversely affect adjacent properties.
 - c. All lots are obligated to accept road drainage at the natural locations after the grading of streets is complete.
 - d. This Plat is subject to all elements of the Declaration of Covenant Conditions and Restrictions (CC&R's) recorded under Auditor File Number #####
 - e. No owner or occupant may obstruct or re-channel the drainage flows after location and installation of drainage swales, storm sewers or storm drains. It is expressly understood that any alteration of the water flow shall be completed only after approval by Kitsap County Department of Community Development.
30. The following condition shall be added to the face of the Final Plat: At the time of submitting a building permit for any lot within this plat, soil amendment is required for all disturbed areas not covered by hard surface.
31. Prior to recording the Final Plat, soil amendment is required over all disturbed areas within Tracts that are not covered by hard surface; provided that in the event completion of a Recreational Tract has been bonded, soil amendment shall be completed prior to expiration of the bond covering that work.
32. All publicly maintained drainage systems outside public dedicated right of way shall be located either in a tract dedicated to Kitsap County or in an easement, granted to Kitsap County, for ingress, egress, operations and maintenance of the stormwater facilities contained therein.
33. The Final Plat shall include the following under the heading Easements:
 - a. All storm sewer easements are granted to Kitsap County for operations and maintenance of storm drainage facilities.
 - b. A permanent storm drainage easement is granted to Kitsap County for the purpose of operation and maintenance of storm drainage facilities on and across Tracts B and D.
34. Upon completion of the storm drainage facilities, the developer will be required to post a two-year maintenance bond for the facility. The developer will be responsible for providing regular and adequate maintenance during this two-year period and supportive maintenance records. At the end of this time, the County will inspect the system and, when the facility is acceptable and 80% of the homes have been completed, the County will take over maintenance and operation of the system. Wording to this effect must appear on the plat and in the covenants before final recording. Areas proposed to be maintained by the County that are not in the right-of-way must be shown as a separate tract/s or drainage easement/s with Kitsap County being designated as the grantee.

35. Prior to recording the Final Plat, all work associated with the required Site Development Activity Permit shall be completed, including approval of all required inspections, and submittal of all engineer's certifications or other documentation required by the Site Development Activity Permit.
36. If the project proposal is modified from that shown on the site plan approved for this permit application, Development Engineering will require additional review and potentially new conditions.

Environmental

37. Due to the presence of steep slopes on the property and grading of subsurface materials, the proposal is required to follow all recommendations of the geotechnical report, dated August 6, 2019, per KCC Title 19.400 and KCC 19.700.
38. At the time of SDAP review, the pedestrian trail will be subject to special use review per KCC 19.100.145 and KCC 19.315.I Trails and Related Facilities.
39. A Kitsap County Timber Harvest Permit will be required if greater than 5,000 board feet of merchantable timber is harvested for the proposal issued with SDAP.
40. Prior to occupancy, the common boundary between the Stream buffer and the adjacent land shall be permanently identified with critical area buffer signs. A total of four 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.
41. Signs are provided at issuance and installation of the signs is required prior to final inspection and Certificate of Occupancy (CO).

Traffic and Roads

42. At building permit application, submit Kitsap County Public Works Form 1601 for issuance of a concurrency certificate, as required by Kitsap County Code 20.04.030, Transportation Concurrency.
43. Prior to recording the Final Plat, vehicular access shall be constructed to provide access to all proposed lots.
44. Public roads shall not exceed 12% grade or less depending on the road classification per Kitsap County Road Standards.
45. The interior roads of the proposed plat shall be designed and constructed in accordance with Kitsap County Code 11.22 and the Kitsap County Road Standards for a local access road or an approved higher standard. Roads shall be publicly maintained and the right-of-way dedicated to Kitsap County as proposed.
46. The following shall appear on the face of the Final Plat, under the heading Conditions:
 - a. All lots shall access from interior roads only.

- 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 lawn areas.

47. All traffic control devices on public and private roads shall comply with the Manual on Uniform Traffic Control Devices as amended by the Washington Administrative Code. This is in accordance with 23 Code of Federal Regulations (CFR), Part 655.

48. Sidewalk ramps shall conform to the current requirements of the Americans with Disabilities Act per WSDOT standard plans at the time of construction.

49. The property owners shall be responsible for maintenance of all landscaping within the existing and proposed right-of-way including any structures other than roadway, storm drainage facilities, and traffic signage. Maintenance shall include, but not be limited to, mowing of lawn areas. A note to this effect shall appear on the accepted construction plans. In addition, Development Engineering reserves the right to require that covenants be recorded to address special maintenance requirements depending on final design.

50. Frontage improvements are required along the entire property frontage on SE Ives Mill Rd and shall consist of 10-foot-wide travel lane, vertical curb, gutter and 5-foot sidewalks.

51. Frontage improvements are required on the interior plat roads and shall consist of 10-foot-wide travel lanes, vertical curb, gutter and 5-foot sidewalks.

52. SE Ives Mill Rd/Interior plat roads shall be constructed to current County standards and deeded as public right-of-way.

53. Provide surveyed cross-sections at 50-foot intervals along the parcel frontage on existing fronting roads where access is proposed. The cross-sections shall show existing and proposed pavement, shoulders, ditches and slopes. The cross-sections shall also depict centerline of pavement and right-of-way, the right-of-way lines, and easements.

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

55. Any required sidewalk shall be constructed prior to roadway paving. This note shall appear on the face of the final construction drawings.

56. Any work within the County right-of-way, shall require a Public Works permit and possibly a maintenance or performance bond. This application to perform work in the right-of-way shall be submitted as part of the SDAP process, or Building Permit process, if a SDAP is not required. The need for and scope of bonding will be determined at that time.

SURVEY

57. A Final Short/Large Lot/Subdivision Plat shall be prepared by a licensed Land Surveyor in compliance with KCC Title 16.
58. All private roads shall be labeled as tracts and constructed in accordance to Fire Code requirements. Ten feet for utility easement shall be provided on each side of private road tracts.
59. All potential park areas, common open space, buffers and stormwater management areas shall be labeled as separate tracts. The ownership and maintenance responsibility shall be addressed on the face of the final plat, as well as in the CCRs.
60. A category III covenant for the unmaintained County right-of-way will need to be recorded prior to final plat approval.

OTHER

61. This project includes the construction of rock walls or other retaining facilities that either exceed four feet in height or sustain a surcharge. A separate building permit with an engineered design is required for such walls. This note shall be placed on the face of the final construction drawings.
62. Rock and retaining walls shall meet all applicable setback requirements of Vol. II, Chapter 9 of the Kitsap County Stormwater Drainage Manual.

Fire Safety

63. No parking signs designed and installed per Kitsap County Code Title 14 are required for this project.
64. Fire flow in the amount of 500 gpm for 30 minutes is required for this project. Fire flow letter from the water district is required to be provided at time of SDAP submittal. If fire-flow cannot be provided the structures are required to have a fire suppression system.

Solid Waste

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

66. The applicant has received water and sewer availability from West Sound Utility District. The district has requested Sewered building clearance prior to building permit issuance.

Report prepared by:



Jeff Smith, Staff Planner / Project Lead

1/22/2026
Date

Report approved by:



Darren Gurree, Supervisor

1/28/2026
Date

Attachments:

Attachment A – Preliminary Plat Site Plan
Attachment B – Landscape Plan
Attachment C – Kitsap County Critical Areas Map
Attachment D – ELS Existing Conditions Map
Attachment E – Zoning Map

CC:

Applicant/Owner: Kitsap County Consolidated Housing Authority; brownm@kccha.org
Owner: Wayne & Lynn Dicken, wdicken8@hotmail.com
Authorized Agent: Trish Walton, twalton@nlolson.com
Engineer: Matthew Zawlocki, mzawlocki@nlolson.com
Other: Housing Kitsap, klempj@housingkitsap.org
Interested Parties:

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Rebecca Stone, bollman.rebecca@gmail.com
Roderick Malcom – Suquamish Tribe, rmalcom@suquamish.nsn.us
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Kitsap County Health District, MS-30
Kitsap County Public Works Dept., MS-26
DCD Staff Planner: Jeff Smith

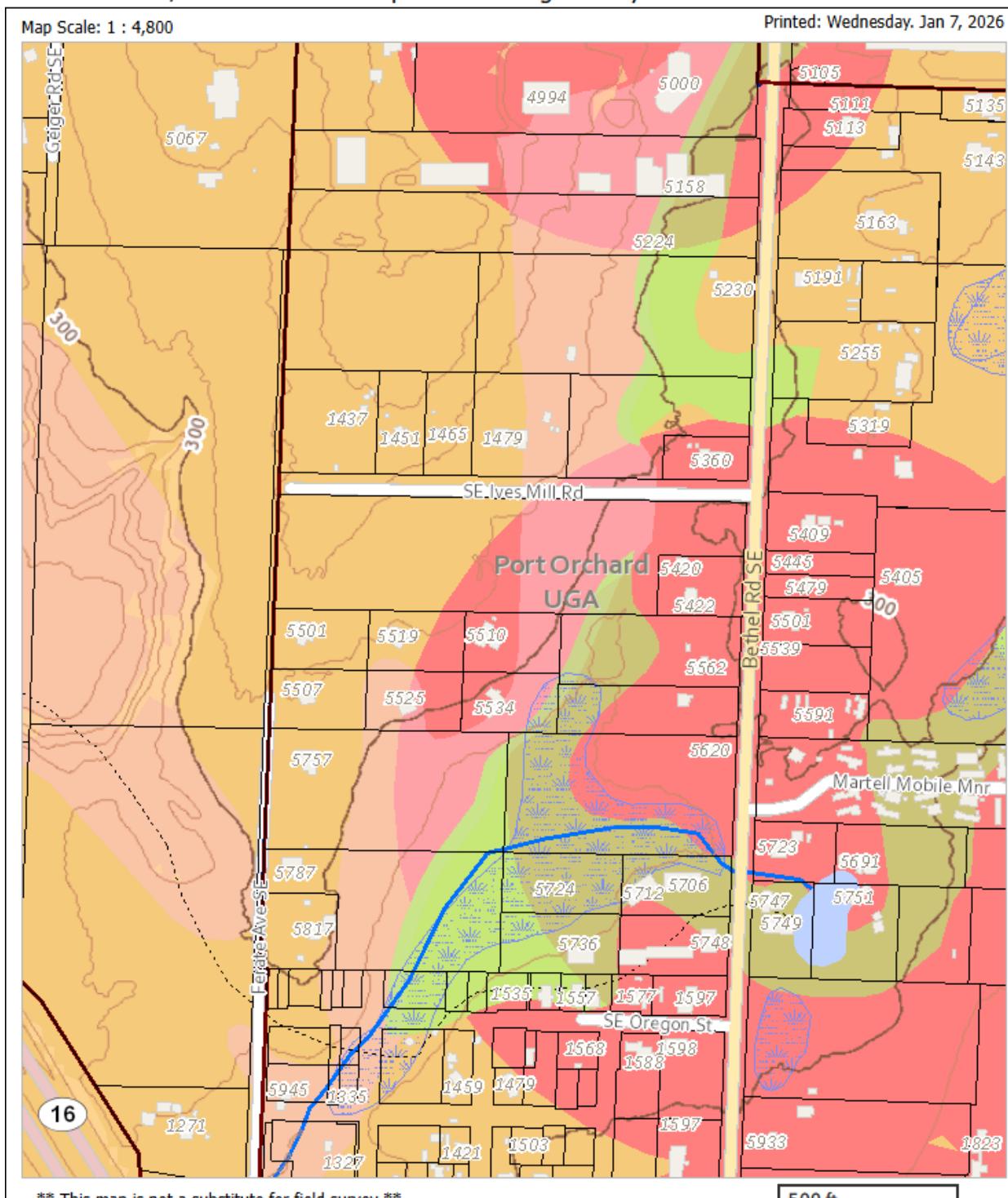
Attachment A – Preliminary Plat Site Plan



Attachment B: Landscape Plan

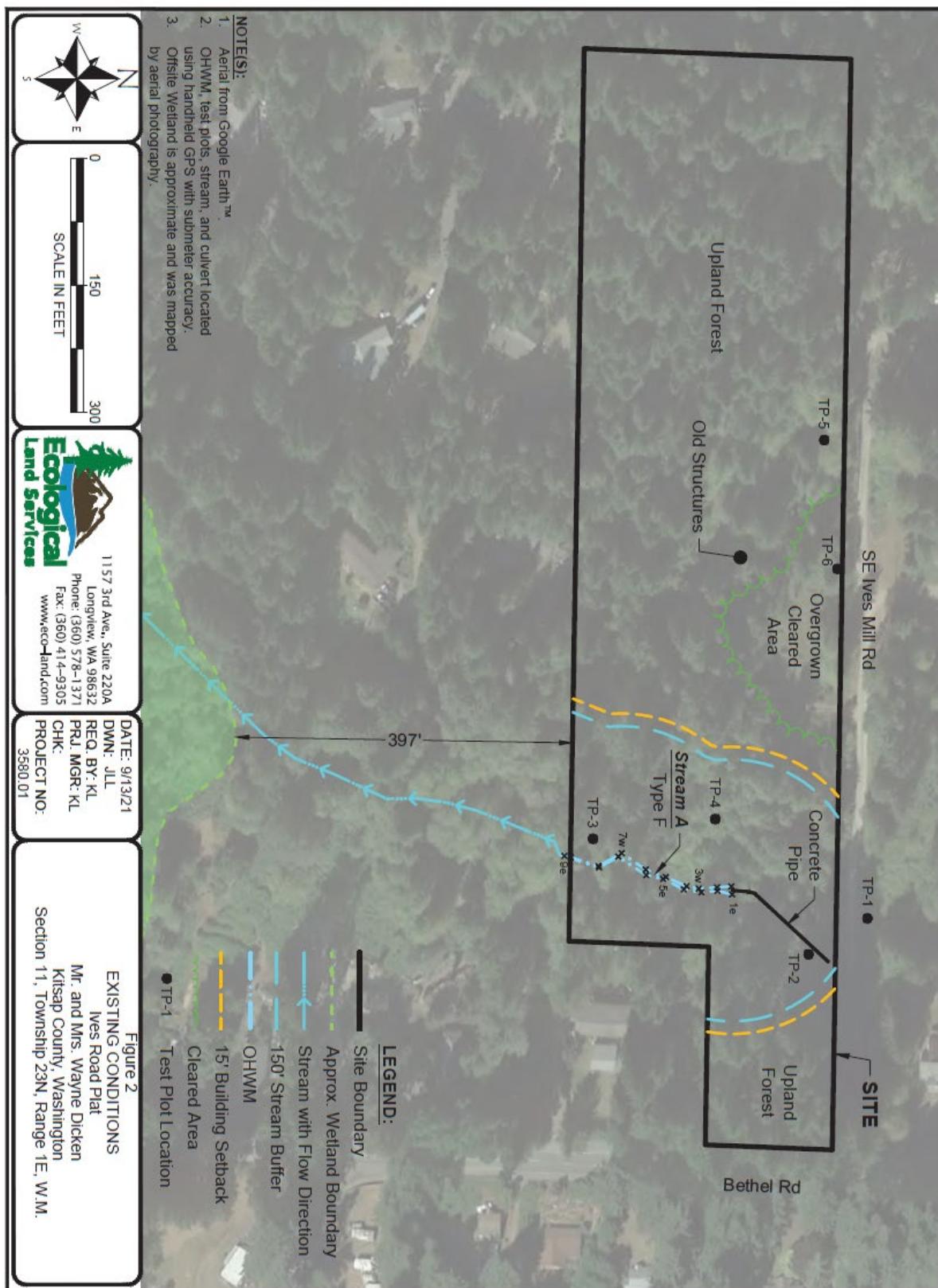


Attachment C: Critical Areas Map



Attachment D: ELS Stream Mapping

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Attachment E: Zoning Map

