



Hearing Examiner Staff Report and Recommendation

Report Date: 5/21/2026
Hearing Date: 5/28/2026

Application Submittal Date: 01/04/2026
Application Complete Date: 01/23/2026

Project Name: CORRIGAN - Conditional Use for Existing Detached Accessory Dwelling Unit
Type of Application: CUP-ADU
Permit Number: 26-00051

Project Location

23780 W Ludvick Lake Drive
Seabeck, WA 98380
Commissioner District #3

Assessor's Account

312402-2-012-1003

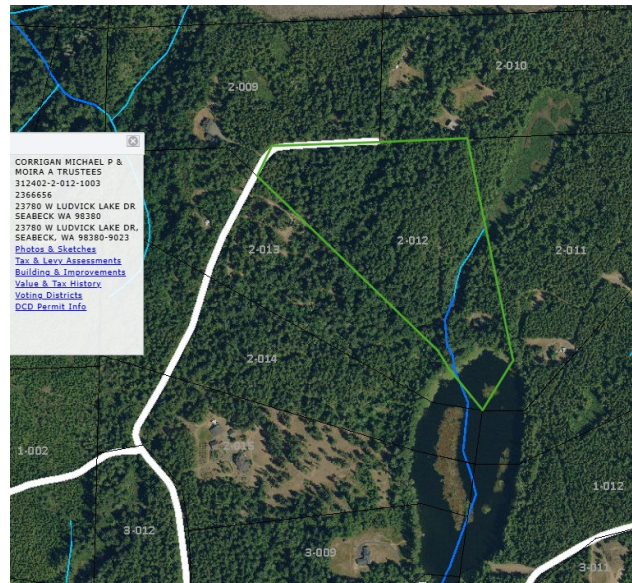
Applicant/Owner of Record

CORRIGAN MICHAEL P & MOIRA A TRUSTEES
23780 W Ludvick Lake Dr
Seabeck, WA 98380-9023

Recommendation Summary

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

VICINITY MAP



1. Background

Conditional Use Permit to convert an existing garage loft to an 896 sq foot Accessory Dwelling Unit. Existing Primary Residence is 1,792 sq ft. Garage is located approximately 750 ft from primary Residence. KCC 17.415.015 (B) (4) provides the ability to convert an existing detached structure, notwithstanding distance from Primary residence. Both will use a shared driveway accessing from the West on W Ludvick Lake Drive. Applicant is providing one additional off-street parking space.

2. Project Request

The applicant seeks approval for a Conditional Use Permit (CUP) to allow the construction of a detached ADU.

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

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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 01/29/2026 (Exhibit 8). A Determination of Nonsignificance (DNS) was issued on 04/14/2026 (Exhibit 13). SEPA noted the following information/SEPA mitigation conditions have been imposed and are listed under conditions at the end of this report:

The SEPA appeal period expired 04/28/2026. No appeals were filed; therefore, the SEPA determination is final.

4. Physical Characteristics

An existing Gravel drive accesses the existing 4 structures, a single-family home and a general-purpose building in the south part near the lake, and a pole building and the two story Garage with part of the second floor being converted to the ADU in the north part. The project site is 95 percent forested with a ravine running southeast through the lower third of the property between the 2 areas of development. There is grass lawn and garden space surrounding the single-family home and grass, brush, dirt and open space around the garage being converted to ADU. The proposed ADU and existing single-family home have separate Septic systems approved under previous permits.

Table 1 - Comprehensive Plan Designation and Zoning

Comprehensive Plan: Rural Wooded Zone: Rural Wooded	Standard	Proposed
Minimum Density	NA	1
Maximum Density	1 DU per 20 Acres	
Minimum Lot Size	20 Acres	19.56 acres
Maximum Lot Size	NA	NA
Minimum Lot Width	140	NA
Minimum Lot Depth	140	NA

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Maximum Height	35 ft	28.11 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 within required yard areas abutting a residential zone.

Table 2 - Setback for Zoning District

	Standard	Proposed
Front (West)	50 ft	495 ft
Side (North)	20-ft	172 ft
Side (South)	20-ft	1,018 ft
Rear (East)	20 ft	283 ft

Staff Comment: Not applicable. The proposal converts an existing structure.

Table 3 - Surrounding Land Use and Zoning

Surrounding Property	Land Use	Zoning
North	Single-Family Residence	Rural Wooded (RW)
South	Single-family Residence	Rural Wooded (RW)
East	Accessory Structure - Garage	Rural Wooded (RW)
West	Undeveloped	Rural Wooded (RW))

Table 4 - Public Utilities and Services

	Provider
Water	Kitsap PUD #1
Power	Puget Sound Energy
Sewer	Kitsap County
Police	Kitsap County Sheriff
Fire	Central Kitsap Fire & Rescue
School	Central Kitsap School District #401

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5. Access

The property is accessed from a private road, West Ludvick Lake Drive, which intersects to the east with county-maintained Dewatto Road West.

6. Site Design

The proposal includes a single-family residence and ADU. The ADU is located in the Northeast part of the project site, and the existing Single-Family residence is located in the southeast parcel with separate septic drain fields for each dwelling unit and driveways extending to the North. Section 10.a of this report analyzes the site design.

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 in December 2024, with an effective date of April 1, 2025.

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

Land Use Policy 1.1. Designate the general distribution, location, and extent of the uses of land for housing, commerce, recreation, open spaces, public utilities and facilities, and other land uses.

Land Use Policy 17.1. Permit residential uses in rural areas in a variety of rural lot sizes consistent with the rural character of the surrounding area.

Environment Policy 1.1. Manage development to protect habitats and ecological processes.

Environment Policy 6.2. Employ Best Management Practices to protect the long-term integrity of the natural environment, adjacent land uses, and the productivity of resource lands.

The County’s development regulations are contained within the Kitsap County Code. The following development regulations are most relevant to this application:

Code Reference	Subject
Title 12	Storm Water Drainage
Title 13	Water and Sewers
Title 14	Buildings and Construction
Title 17	Zoning
Chapter 18.04	State Environmental Policy Act (SEPA)
Title 19	Critical Areas 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	5/21/2026	
2	Approved Septic Design	7/29/2024	1/23/2026
3	Primary Residence Plans	1/20/2010	1/23/2026
4	Private Water Supply Design	12/10/2025	1/23/2026
5	Project Narrative	12/12/2025	1/23/2026
6	Pump Test	2/2/2024	1/23/2026
7	SEPA Checklist	1/21/2026	1/23/2026
8	Notice of Application	1/29/2026	
9	Construction Plans	3/3/2026	3/24/2026
10	Applicant Response to Kitsap County Fire Access Information Request	3/15/2026	3/24/2026
11	Site Plan	3/3/2026	3/24/2026
12	Wetland B Delineation Addendum Report	2/24/2023	3/24/2026
13	SEPA Determination	4/14/2026	
14	Notice of Public Hearing	5/13/2026	
15	Certification of Public Notice	5/18/2026	
16	Staff Presentation	5/28/2026	
17	Hearing Sign In	5/28/2026	

9. Public Outreach and Comments

The Notice of Application was sent out on January 29, 2026. No comments were received by the department.

10. Analysis

a. Planning/Zoning

Kitsap County Code 17.415.015.B: In order to encourage the provision of affordable housing, an accessory dwelling unit (ADU), detached, located outside an urban growth area shall meet the following criteria:

1. Only one ADU shall be allowed per lot;

Staff Comment: Only one ADU is proposed and there are no existing ADUs on the subject property.

2. Owner of the property must reside in either the primary residence or the ADU;

Staff Comment: The owners of the property, Michael Corrigan and Trustees will reside in the primary residence.

3. The ADU shall not exceed fifty percent of the square footage of the habitable area of the primary residence or nine hundred sq ft, whichever is smaller. Dimensions are determined by interior measurements;

Staff Comment: Fifty percent of the proposed 1,792 sq ft primary residence is 896 sq ft. The proposed ADU is 896 sq ft and meets this requirement.

4. The ADU shall be located within one hundred fifty feet of the primary residence or shall be the conversion of an existing detached structure (e.g., garage);

Staff Comment: The ADU proposes the conversion of a previously approved detached garage and is approximately 750 ft from the primary residence. The distance meets this requirement through the exception in this requirement for conversion of existing structure under KCC17.415.015 (B) (4).

5. The ADU shall be designed to maintain the appearance of the primary residence;

Staff Comment: The proposed ADU will have the same pitched roof, roofing materials, and window style.

6. All setback requirements for the zone in which the ADU is located shall apply;

Staff Comment: Existing structure. The setbacks are being met.

7. The ADU shall meet the applicable health district standards for water and sewage disposal;

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Staff Comment: The Kitsap County Health District approved the site for additional sewage and water supply.

8. No mobile homes or recreational vehicles shall be allowed as an ADU;

Staff Comment: The proposed ADU is stick-built and not a mobile home or recreational vehicle.

9. An ADU shall use the same side-street entrance as the primary residence and shall provide additional off-street parking; and

Staff Comment: The proposed ADU will use the same driveway entering the property that the primary residence uses. In addition, parking for the ADU and primary residences meet the requirements of Kitsap County Code 17.490.030 which requires 4 total spaces. Please see Table 5.

10. An ADU is not permitted on the same lot where an accessory dwelling unit, attached (ADU-A), exists.

Staff Comment: No other ADUs are present or proposed.

b. Lighting

Lighting is not analyzed for ADU Proposals

c. Off-Street Parking

The parking requirement is met. Please see Table 5 below

Table 5 - Parking Table

Use Identified in 17.490.030	Standard	Required Spaces	Proposed Spaces/Existing Spaces
Single-Family (attached or detached)	2 per unit (for existing primary residence) 1 additional space for accessory dwelling units	2 + 1 = 3	4 + Spaces
Total	3	3	4

d. Signage

No signage was proposed in this application

e. Landscaping

Landscaping is not analyzed for ADUs.

Table 6 - Landscaping Table

	Required	Proposed
Required Landscaping (Sq. Ft.) 15% of Site	N/A	N/A
Required Buffer(s) 17.500.025		
North	N/A	N/A
South	N/A	N/A
East	N/A	N/A
West	N/A	N/A
Street Trees	N/A	N/A

f. Frontage Improvements

Frontage improvements are not required for this proposal.

g. Design Districts/Requirements

The subject property is not within a design district

h. Development Engineering/Stormwater

Development Services and Engineering reviewed and accepts the concepts contained in this preliminary submittal and requires the conditions stated in Section 13 as an element of the land use approval.

i. Environmental

The proposal does not propose expansion of the structure. The proposed ADU is converting a legally established Garage and Accessory building with permit number #23-05187. The structure is outside all buffers and building setbacks. No further environmental review is required for the ADU if there is no expansion in footprint. If expanding the ADU, the proposal would need to be evaluated under KCC Title 19. The project has been conditioned for this.

The parcel was mapped with 3 wetlands onsite and 2 off site. The applicant submitted a wetland report (exhibit 12) detailing the wetlands. Wetland B was identified as a

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Category III wetland with a 110-foot buffer. Wetland A was not typed but noted over 250 ft from development. The third Wetland was shown as part shoreline of Ludvick Lake, and the development is over 1,000 ft from the buffer and building setback. The original building has been conditioned for the buffers. Also submitted with this application was a Geologic Hazard Assessment Letter. The building being converted to the ADU is over 150 ft from the 30% grade noted on the site and no structural mitigation was required to account for the geological hazard. The building was conditioned to follow the recommendations in the submitted report.

j. Access, Traffic and Roads

The project was reviewed for Traffic and was approved with no conditions.

k. Fire Safety

An automatic fire suppression system is required to mitigate fire department access requirements.

l. Solid Waste

Solid waste was not reviewed as part of this proposal.

m. Water/Sewer

Water and Septic were approved by the Kitsap County Health District.

n. Kitsap Public Health District

Water and Septic were approved by the Kitsap County Health District.

11. Review Authority

The Hearing Examiner has review authority for this Conditional Use Permit application under KCC, Sections 17.550.020 and 21.04.100. The Hearing Examiner may approve, approve with conditions, or deny a Conditional Use Permit. 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

1. The proposal is consistent with the Comprehensive Plan.
2. The proposal complies with 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.

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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 17.550.030.A, the Department of Community Development recommends that the CUP-ADU 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 accessory dwelling unit (ADU) is subject to the payment of impact fees. Impact fees must be paid at time of permit issuance, or if deferred, must be paid prior to final inspection. No certificate of occupancy will be granted until all impact fees are paid.
3. Any proposed modification (not including cosmetic work such as painting, papering and similar finish work), remodel or expansion of the accessory dwelling unit (ADU) building, regardless of whether a building permit is required, shall be reviewed by the Department of Community Development and granted approval prior to such modification, expansion, construction and/or issuance of a building permit.
4. Only one accessory dwelling unit (ADU) shall be permitted on the subject property.
5. The owner of the property must reside in either the primary residence or the accessory dwelling unit (ADU) and only one of the structures may be rented at any one time.
6. The accessory dwelling unit's (ADU) habitable area shall not exceed 50% of the primary residence or 900 sq ft, whichever is smaller. The proposed size of the ADU is 896 sq ft. Any future expansion of the ADU will require a building permit and would have to comply with all code requirements in place at the time of the new building permit application.
7. The accessory dwelling unit (ADU) shall be located within 150 ft of the primary residence, or meet the exception in this requirement for conversion of existing structure under KCC17.415.015 (B) (4).
8. The accessory dwelling unit (ADU) shall be designed to maintain the appearance of the primary residence.
9. This permit shall comply with all Kitsap Public Health District regulations and conditions of approval.

10. No mobile home or recreational vehicle shall be allowed as an accessory dwelling unit (ADU).
11. The accessory dwelling unit (ADU) shall use the same side street entrance as the primary residence and shall provide one additional off-street parking space.
12. An accessory living quarters (ALQ) or guest house (GH) is not permitted on the same lot unless the accessory dwelling unit (ADU) is removed and the ALQ or GH complies with all requirements imposed by the Kitsap County Code (KCC).
13. A property with a primary residence and an accessory dwelling unit (ADU) cannot be segregated to create two separate legal lots unless it complies with all subdivision, zoning and density requirements in place at the time of a complete subdivision application.
14. The accessory dwelling unit (ADU) cannot be sold separately from the primary residence unless it has legally been segregated onto its own lot.
15. 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. The Notice of Land Use Binder shall serve both as an acknowledgment of and 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.
16. 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 pursuant to the requirements of the Kitsap County Code (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.
17. 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.
18. The decision set forth herein is based upon representations made and exhibits contained in the project application 26-00051. 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.
19. This Conditional Use Permit approval shall automatically become void if no

development permit application is accepted as complete by the Department of Community Development within four years of the Notice of Decision date or the resolution of any appeals.

20. Any violation of the conditions of approval shall be grounds to initiate revocation of this Conditional Use Permit.
21. Issuance of this permit certifies that the applicant has read and examined this application and knows the same to be true and correct. All provisions of Laws and Ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state/local law regulating construction or the performance of construction.
22. Required Minimum Zoning Setbacks –
 - a. Minimum Front: 50 ft (West property line)
 - b. Minimum Side: 20 ft; 5 ft for accessory structures
 - c. Minimum Side: 20 ft; 5 ft for accessory structures
 - d. Minimum Rear: 20 ft; 5 ft for accessory structures

b. Development Engineering

No Conditions under this permit

c. Environmental

23. Wetland and Stream buffer

Environmental review for the garage was completed under Permit #23-05187. The Garage structure conformed to wetland buffers and setbacks. No additional wetland buffer conditions were required. The geologic hazards were also addressed in a report submitted and reviewed. The garage was conditioned to follow those recommendations, and no prescriptive buffers were imposed by the geological report

d. Traffic and Roads

No Conditions

e. Fire Safety

24. An automatic fire suppression system is required to mitigate fire department access requirements

f. Solid Waste

No Conditions

g. Kitsap Public Health District

No Conditions

Report prepared by:

Keith Hafner

Keith Hafner, Staff Planner / Project Lead

April 10, 2026
Date

Report approved by:

Darren Gurnee

Darren Gurnee, Current Planning Supervisor

4/20/2026
Date

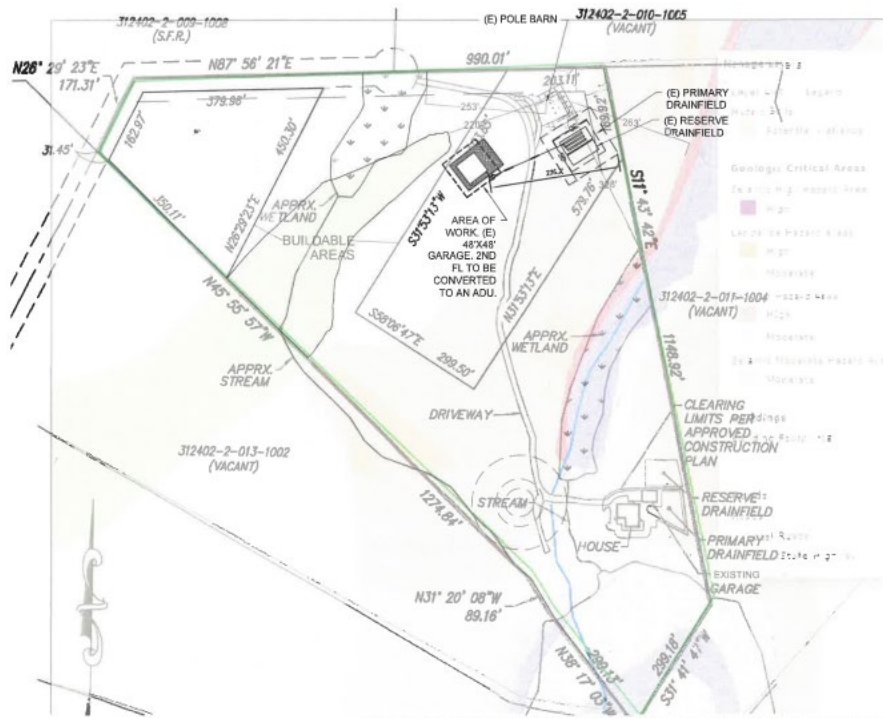
Attachments:

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

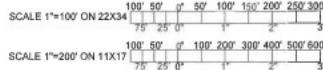
CC:

Applicant/Owner: Michael P & Moira A Corrigan Trustees, mikepatcorrigan@gmail.com
Authorized Agent: Dustin Anderson, Anderson.contracting@outlook.com
Interested Parties: None
Kitsap County Health District, MS-30
Kitsap County Public Works Dept., MS-26
DCD Staff Planner: Keith Hafner

**Attachment A:
 Site Plan**



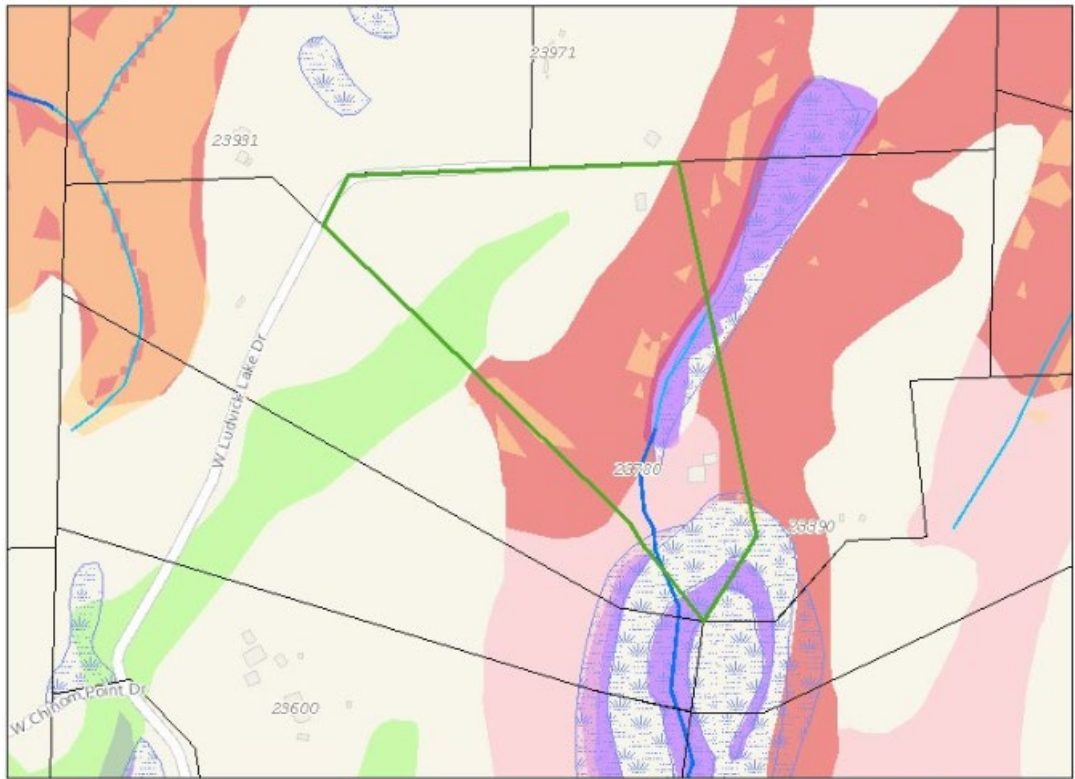
EXISTING SITE PLAN 2 WITH CRITICAL AREAS NO TOPOGRAPHY.



REVISION B:
 ENTIRE PAGE IS NEW. SHOWS THE GEOLOGIC CRITICAL AREAS, POTENTIAL WETLANDS, BUILDABLE AREAS, AND EXISTING AREAS.

IF USING ANY SIZE PAPER OTHER THAN 22X34 SCALE ACCORDINGLY, EXAMPLE 11X17 PAPER SCALE IS 1/2" LISTED SCALE

Attachment B: Critical Areas Map



Legend

- | | | | |
|---|---|---|--|
| <ul style="list-style-type: none"> □ Tax Parcels Outlines ■ Building Footprints | <ul style="list-style-type: none"> × × No Channel as depicted by DNR | <p>Hydric Soils</p> <ul style="list-style-type: none"> ■ Potential Wetlands | <p>Seismic Hazard Area</p> <ul style="list-style-type: none"> ■ Moderate |
| <p>Watercourse - DNR and Wildfish Conservancy</p> <ul style="list-style-type: none"> (S) Designated Shoreline of the State (F) Fish Habitat (N) Non-fish Habitat (U) Unknown, unmodeled hydrographic feature | <p>Waterbodies</p> <ul style="list-style-type: none"> ■ Includes DNR NWI and Surveyed Wetlands ■ DNR NWI Surveyed Wetlands | <p>Seismic High Hazard Area</p> <ul style="list-style-type: none"> ■ High | |
| | <p>FEMA Flood Hazard Areas</p> <ul style="list-style-type: none"> ■ 100 Year Floodplain ■ Storm Induced Velocity Wave Hazard | <p>Landslide Hazard areas</p> <ul style="list-style-type: none"> ■ High ■ Moderate | |
| | | <p>Erosion Hazard Area</p> <ul style="list-style-type: none"> ■ High ■ Moderate | |



Attachment C: Zoning Map



** This map is not a substitute for field survey ** Map Scale: 1 inch = 400 feet

Legend

Kitsap County Zoning Designations		Mineral Resource/Fort... Resource Lands		Low Intensity Commercial (10-30 DU/Ac)		UCR - Urban Cluster Residential (5-9 DU/Ac)		KVC - Keyport Village Commercial		RHTC - Rural Historic Town Commercial		CITY - Incorporated City	
RURAL	RR - Rural Residential (1 DU/5 Ac)	BC - Business Center	COMMERCIAL	RCO - Rural Commercial	UR - Urban Restricted (1-5 DU/Ac)	UR - Urban Restricted (1-5 DU/Ac)	KVLR - Keyport Village Low Residential	RHTR - Rural Historic Town Residential	ML - Military				
	Mineral Resource/Rural Residential	BP - Business Park	IND - Industrial	REC - Rural Employment Center	Mineral Resource/Ur... Restricted	UL - Urban Low Residential (5-9 DU/Ac)	KVR - Keyport Village Residential	RHTW - Rural Historic Town Waterfront	P - Park (Kitsap County)				
	RP - Rural Protection (1 DU/10 Ac)	Mineral Resource/Ind...	Mineral Resource/Ind...	RI - Rural Industrial	UL - Urban Low Residential (5-9 DU/Ac)	Mineral Resource/Ur... Low Residential	MANCHESTER VILLAGE	SVC - Squamish Village Commercial	T - Tribal Land				
	Mineral Resource/Rural Protection	Commercial (15-60 DU/Ac)	Regional Center (19 DU/Ac - No Max)	TTEC - Twelve Trees Employment Center	Urban Medium Residential (10-30 DU/Ac)	Urban High Residential (10-60 DU/Ac)	MVC - Manchester Village Commercial	SVL - Squamish Village Low Residential	Lake				
	RW - Rural Wooded (1 DU/20 Ac)	NC - Neighborhood Commercial (10-30 DU/Ac)	Mineral Resource/Nei... Commercial	Mineral Resource/Tw... Trees Employment Center	Urban Village Center (min 10 DU/Ac)	KEYPORT VILLAGE	MVLR - Manchester Village Low Residential	SVLR - Squamish Village Low Residential	Salt Water				
	Mineral Resource/Rural Wooded			URBAN			MVR - Manchester Village Residential	SVR - Squamish Village Residential	INDUSTRIAL				
	FRL - Forest Resource Lands (1 DU/40 Ac)			Greenbelt (1-4 DU/Ac)			RURAL HISTORIC TOWN	OTHER	LI - Light Industrial				
								Park	CITY OF POULSBORO				
									RL - Residential Low				

