



Staff Report and Recommendation Hearing Examiner Permit Revocation

Report Date November 21, 2018

Hearing Date November 29, 2018

Applicant/Owner, email

Marilyn (owner) and
Josiah Kipperberg (applicant)
11967 Luna Vista Ave SE
Olalla, WA 98359
jkipperberg@gmail.com

Project Location

11967 Luna Vista Ave SE
Olalla, WA
South Kitsap County
Commissioner District 2

Assessor's Account #

342302-2-055-2007

Project Representative/Engineer, email

NA

Permit Number

14-00208

Project Name

Edgewater House

Type of Application

Conditional Use Permit (CUP)
Zoning Use: 'Clubs, civic or social'
Specific activity: Wedding venue

State Environmental Policy Act

NA

Background

Marilyn and Josiah Kipperberg are currently operating a wedding venue called The Edgewater House - Weddings and Events at 11967 Luna Vista Ave SE in Olalla, WA. The site is zoned Rural Residential; the Shoreline designation is Rural Conservancy. According to DCD files and the website (<http://www.theedgewaterhouse.com>), this business utilizes the main house, surrounding grounds, an adjacent County park, Puget Sound shoreline and neighboring properties for programmed functions and incidental activities associated with the weddings.

The Edgewater House (EH) CUP was given after-the-fact approval for a wedding venue on September 24, 2014. Specific conditions were required to be met prior to offering or providing any additional wedding venues. To date, not all conditions have been satisfied and the applicant continues to use the location for wedding events in violation of approval. The 2014 CUP approval (Exhibit 1) specifies the following conditions; the County response are in italics:

Condition 1

All required permits shall be obtained prior to hosting any additional wedding events.

On June 31, 2000 Marilyn Kipperberg applied for a permit to build a 1,920-square foot, two story detached garage. Application materials indicated that the second floor consisted of multiple platforms to be used for storage with entry to the second story platforms through stairs extending from the first floor. The application also included installation of one shower or tub and 2 water closet / toilets. Specific location of the toilets and shower units were not identified. The BSA indicated on-site sewer design for a four-bedroom house only (Exhibit 2). Permit # H-00-00083679 (Exhibit 3) was issued consistent with its application on August 31, 2000.

No construction inspections occurred and the permit expired in February of 2001. The permit was reactivated on June 13, 2002. On October 17, 2003 the Final Inspection on the garage was disapproved (Exhibit 4) because, among other things, two rooms (living units with bedrooms and third story lofts) had been constructed on the second story rather than the storage area originally approved. A plan revision was required and on February 11, 2004 the Kitsap County Building Department issued a letter (Exhibit 5) to Josiah Kipperberg requiring, among other things, detailed drawings and engineer calculations for all changes that had occurred during the construction since the plans were originally approved. The letter also indicated that calculations for beams supporting the upper floor were required and that lateral bracing was deficient. No such revisions were ever submitted, the permit expired and was considered abandoned.

On approximately March 13, 2012 the department became aware that the site subject to permit #83679 was being rented together with the unfinished detached garage (now with completed living units) and the single-family residence was being used for wedding venues. On approximately August 13, 2012 an on-site inspection of the grounds, building and site occurred with county staff and Josiah Kipperberg (representing the property owner). The inspection confirmed that living units had been constructed above the detached garage subject to the uncompleted building permit and the single-family residence were being offered for use in conjunction with wedding events. Examination of the living units showed that each had been constructed with a bedroom and facilities for cooking meals. According to Josiah Kipperberg the living units above the garage were being offered for rent in conjunction with wedding events for use by the bride and grooms.

Permits for the detached garage structure were never modified as required by the February 2004 letter from the department and the buildings were being occupied – and rented in violation of Section R110.1 of the International Residential Code requiring a certificate of occupancy to be issued prior to occupying or using a building for any purpose. Additionally, the addition of bedrooms in the living units required modifications to the on-site sewer system and approvals through the Department for Accessory Dwelling Units (ADU). No applications for ADUs or modifications to the existing sewer system were made prior to their use.

In July of 2017 the department became aware that the site subject to the use permit was actively offered as a wedding venue and that weddings regularly occurred at the location since the CUP was issued. The venue's web site (<http://theedgewaterhouse.com>) advertised full use of the residence and detached garage building in conjunction with events. An examination of department records showed that no applications for building, ADU or sewer modification permits had been applied for even though use of the facility

had continued and even expanded since The Edgewater House was being operating in violation of its CUP.

On July 17, 2017 Josiah Kipperberg met with department staff and stated that it was his assumption that he was operating according to the approval. Based upon the interaction with staff Mr. Kipperberg was given until August 31, 2017 to apply for the necessary permits. On September 20, 2017 Josiah Kipperberg submitted a Tenant Major application 17-03955 (Exhibit 6) to convert the house and outbuildings into a commercial wedding venue. (Exhibit 6). The application was inadequate and was returned to the applicant (Exhibit 7) as it failed to include, among other things, detailed construction drawings and calculations for the reclassification or even use of the residence and outbuildings as required by the CUP. Due to a lack of response to DCD's information request for application 17-03955 on December 7, 2017 the department notified Josiah Kipperberg that the continued operation of The Edgewater House as a wedding venue in its current capacity was in violation of its CUP and ordered that all commercial uses at the site be discontinued.

On March 7, 2018, the applicant presented a partial response to the information request in the form of hand-drawn building plans for the detached garage. The department does not accept incomplete or partial submittals. A copy of the plans was retained in department records (Exhibit 8). The submitted plans contained no architectural information or engineering calculations as required in 2004 and did not represent the current condition of the buildings as confirmed in the August 2012 site inspection. No further information regarding permits, modifications or alterations to the residence or the detached garage have been received by the department and application 17-03955 is expired and considered abandoned.

On November 14, 2018 staff met with Josiah Kipperberg on site to evaluate current conditions. Josiah provided access to most areas of the property and accompanied staff throughout their visit. Mr. Kipperberg confirmed that the detached garage still contained living units on the second and third floor of the detached garage and that although neither had been converted from living units, he used one for an office and the second was used by the property owner for storage.



This photograph shows the current condition of the detached garage with three stories.



This photograph shows the cooking facilities still installed in the living unit, used by Mr. Kipperberg for an office.



This photo shows the bedroom still in place on the third floor of the living unit used for Mr. Kipperberg's office.



Photograph of bathroom located in living unit above garage used as Mr. Kipperberg's office.

Staffed asked Mr. Kipperberg whether the units were being used in conjunction with a wedding venue. He said they were no longer used for anything but his office and his mother's storage. Staff advised him that during an unannounced inspection of an unscheduled event conducted in August 2018 it was observed that wedding guests used bathrooms in the lower garage unit. Mr. Kipperberg confirmed that was the case and further advised that he had tried to use portable toilets but that his guests preferred to use bathrooms instead. Inspection of the lower garage units showed two separate bathrooms had been constructed, one for "Women" and one for "Men" – neither of which

had been indicated in their current location on submitted plans. The remainder of the building is used for personal storage.



Photograph showing finished entrance to garage bathrooms.



Photograph showing entrance to "Mens" bathroom.



Photograph showing entrance to "Womens" restroom.



Photograph of bathrooms in lower floor of detached garaged taken during an unannounced staff site visit during an unscheduled event in August of 2018. Staff observed guests and attendees using these bathrooms.



Photograph showing filled storage area.

This building and its modifications require building permits, inspections and approvals prior to any use or occupancy. The review letter provided to 2004 indicates insufficient lateral support and the need for engineering calculations to assess the structure's ability to support anything other than the originally approved storage use. Allowing the public into these building to use the bathrooms during wedding events as confirmed by Mr. Kipperberg is unsafe. Kitsap County Code Section 14.04.870 (9),(13) and (17) establish these conditions as a dangerous building and a public nuisance.

DCD believes the applicant continues to operate in violation of CUP Condition 1.

Conditions 4 and 27

(4) The Applicant shall provide to DCD a list of planned events each season.

(27) The conditional use shall be limited to 25 wedding or similar events a year without written approval of the DCD Director. Wedding or similar events in excess of 25 shall not take place without written approval of the DCD Director.

DCD was provided a list of wedding events for the first time in 2018, showing 25 events. The calendar shows dates when events are scheduled and dates when no events are scheduled. On August 25, 2018, when no wedding was scheduled on EH's list of planned events, DCD Assistance Director Jim Bolger and Development Services and Engineering Manager Scott Diener conducted a site visit to an active wedding (event visits are allowed by CUP Condition 6—'DCD shall have the authority to conduct unobtrusive visits and inspect building uses during any event.').

DCD believes the applicant has violated CUP Condition 27.

Condition 5:

Approval from the Building Official, Fire Marshall, and the Health Department shall be obtained prior to hosting events in any of the buildings.

During the August 25, 2018 site visit, DCD observed both the house and the garage being used. However, neither has received DCD approval for use (and as noted above): The garage shows a bathroom for each gender (the original garage permit approval showed one bathroom on the ground floor), which currently does not have County Health District approval. The house had an open door (with a guest signature book next to it) for guests to go in and out of, and DCD observed several guests socializing within (approximately two dozen). The house was permitted as a single-family residence and does not have permission by DCD for commercial assembly. DCD did not enter the house to observe more.

DCD believes the applicant has violated CUP Condition 5.

Condition 7:

The property has an approved 3-bedroom septic system that serves the three-bedroom single-family residence and is approved to serve a bathroom in the garage. The septic system is not approved for the additional use for public events. There can be no additional bedrooms or dwelling units located on the property with the existing septic system.

The additional bathroom on the bottom floor of the garage as well as the bathrooms in each of the 2 units above have not received County Health District approval. As it is today, the existing septic system, approved for the home and one bathroom in the garage, is supporting wedding events. However, the garage and space above provide three additional bathrooms, each currently unpermitted.

As noted earlier, DCD conducted a site visit during a wedding event on August 25, 2018 and observed the garage floor to have been partially converted to two bathrooms (as well as a shower). This conversion takes the place in the right-side parking bay.

DCD believes the applicant has violated CUP Condition 7.

Condition 8:

A permit for the existing unpermitted ADU and bedroom shall be obtained prior to occupation or use, or they shall be decommissioned and used only as storage.

The floors above the garage have not been decommissioned. Further, no permit application has been received for an Accessory Dwelling Unit (ADU) and the space above the garage is currently occupied (as an office on one-half, and for personal space on the other-half).

On June 16, 2004, DCD approved Permit Application 83679 for occupancy of a three-story garage (960-sf footprint). This permit application characterizes the ground floor as typical parking bays with a bathroom in one corner and the second and third floors as unfinished 'storage' areas with one bathroom on the second floor. In 2013, a site visit to review the then-unpermitted wedding venue activity showed the two stories above the garage built with full amenities for two separate and habitable areas. This includes a bathroom and kitchen for each unit, and DCD considers these to be two ADUs. The conversion of space from unfinished storage to ADU was not permitted, nor would two ADUs be permissible (only one would be).

Due to multiple requests for compliance with the 2014 approval, including threat of a revocation hearing in early 2018, the Kipperbergs filed an application for the garage (Permit Application 18-00573) in February 2018. However, the application was 'returned' to the applicant for additional review and corrections in March 2018. There was no subsequent activity by the applicant and the application was considered abandoned and given the status 'Expired Not Issued.'

DCD believes the applicant has violated CUP Condition 8.

Condition 12:

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 three months of the Notice of Decision date or the resolution of any appeals.

The deadline for meeting this condition was December 24, 2015. This did not occur.

DCD believes the CUP is void due to Condition 12 not being met, but that a revocation hearing formalizes this action.

Condition 13:

The decision set forth herein is based upon representations made and exhibits contained in the project application #14 00208. 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.

The modification to the garage (subsequent to the 2014 CUP approval), and the use of the home by the wedding guests have not been applied for, reviewed or approved by DCD or the Hearing Examiner.

DCD believes the applicant has violated CUP Condition 13.

Condition 14:

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 Applicants represent 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 Applicants agree to promptly bring such development or activities into compliance.

Despite repeated attempts at gaining compliance, all efforts have failed.

DCD believes the applicant has violated CUP Condition 14.

Condition 15:

Any violation of the conditions of approval shall be grounds to initiate revocation of this Conditional Use Permit.

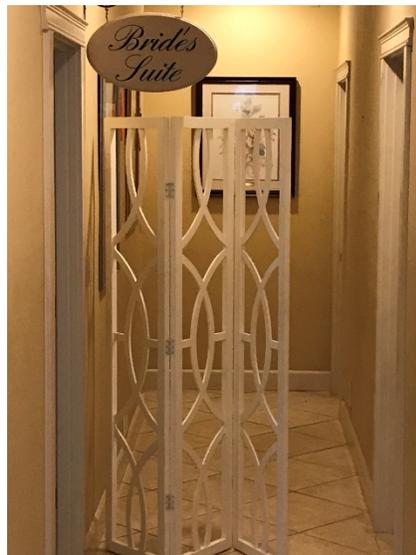
DCD believes revocation of the CUP is now appropriate.

Condition 16:

Approved for outdoor events only. If at any time any of the buildings are used for assembly, a fire code permit shall be applied for. Water availability, hydrants, fire flow, fire alarms and fire sprinklers may be required. Health Department approval of the septic field size shall be obtained prior to use of any of the buildings for event functions. The house is not rated, nor shall be used for public assembly or occupancy. Portable toilets and sinks, or trailer toilets, shall be provided during events. The single-family residence shall not be accessible for toilet or hand washing use during events.

The house and garage are both being used outside of permission or approval granted by the County. Portable or trailer toilets have been observed as not available for wedding guests.

During the staff inspection of November 2018 Mr. Kipperberg confirmed that the residence is routinely used for wedding venues stating that the wedding events spilled over into the house and that his guests liked to use the house for the events. In fact, the residence can be rented for up to eight hours for each event. A Bridal Suite has been established within the residence where the bride, bridesmaids change and ready themselves for the event. According to the applicant another area of the house that was once a den is used for a groom's and groomsman prep area. Other areas such as the upstairs pool room are used by guests and wedding participants and a balcony outside of the upstairs area is used frequently for pictures. The restroom in the bridal suite is reserved for the Bride's entourage but other restrooms are available for guests.



This photograph shows the entrance to the Bridal Suite located in what was described as the owner's bedroom and master suite.



This photograph shows the interior of the Bridal Suite. Despite being provided with a bed Mr. Kipperberg states that overnight requests to use the room are not accommodated. The Suite is sparsely furnished and is connected to a large bathroom.



Photograph showing den used for Groom's room.



Photograph showing second floor pool room and gaming area.



Deck off second floor pool room and gaming area.



Photograph showing deck off second floor gaming area and eastern exterior exposure of residence.

During the staff inspection of August 2018, it was observed that the house had attendees and guests scattered throughout. Although the original approval prohibited use of the residence for any purposes, incidental use for keeping coats and bags, presents or temporary storage of catered foods was considered acceptable and consistent with the overall use of the residence. Using the building as indicated by the inspection and Mr. Kipperberg requires redevelopment of the building to reflect the commercial use. Using this building for other than a single-family residence without the required commercial developments is unsafe and consistent with Kitsap County Code Section 14.04.870 (9), (13) and (17) is a dangerous building.

DCD believes the applicant continues to operate in violation of CUP Condition 16.

Policies and Regulations Applicable to the Subject Proposal

KCC 17.550 *Hearing Examiner Conditional Use Permit* discusses the Hearing Examiner's role in reviewing and approving Conditional Use Permits (CUPs). KCC 17.550.030.B *Decision criteria – Conditional use permit* discusses conditions, requirements, standards, etc that the Hearing Examiner may impose on permit approval.

When conditions of approval are not met, KCC 17.600 *Revocation of Permits or Variances* allows for DCD to request revocation of an approved permit.

KCC 21.04.280 *Revocation of approval* also addresses revocation and discusses revocation when the use for which such approval or permit was granted is not being executed, or the approval or permit granted is being, or recently has been, exercised contrary to the terms or

conditions of such approval or permit, or in violation of any statute, resolution, code, law or regulation.

Request

DCD requests revocation of the Edgewater House CUP as allowed in Kitsap County Code (KCC) 17.600 *Revocation of Permits or Variances* and 21.04.280 *Revocation of Approval*.

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 7 exhibits

Exhibit #	Document	Date or date stamped
1	2014 Conditional Use Permit	2014
2	BSA 24028	1999
3	Permit Application 83679	2000
4	Inspection Report	10/17/2003
5	Letter	2/11/2004
6	Permit Application 17-03595	9/20/17
7	Partial Info Request Response – Plans	

Review Authority

The Hearing Examiner has review authority for Conditional Use Permit Revocation under KCC 17.600 *Revocation of Permits and Variances* and 21.04.280 *Revocation of Approval*.

Recommendation

Based upon the analysis above and the revocation criteria found in KCC 17.600 and 21.04.280 the Department of Community Development recommends that the CUP 14-00208 be revoked in its entirety.

Report prepared and approved by



and signed for David Lynam

 Scott Diener, Manager, Development Services and Engineering, DCD
 David Lynam, Fire Marshal, Building and Fire Services, DCD

11-21-18
 Date

CC: Applicant/Owner

EXHIBIT 1

2014 Conditional Use Permit

RECEIVED

SEP 25 2014

Kitsap County
Department of
Community Development

BEFORE THE HEARING EXAMINER
FOR KITSAP COUNTY

In the Matter of the Application of)	No. 140828-020
)	(Application No. 14 00208)
)	
Marilyn and Josiah Kipperberg,)	
and Ronald Jake)	Edgewater House
)	
)	FINDINGS, CONCLUSIONS,
<u>For a Conditional Use Permit</u>)	AND DECISION

SUMMARY OF DECISION

The request for a Conditional Use Permit to operate an existing wedding event venue on property located at 11967 Luna Vista Ave SE, with parking at 12025 Luna Vista Ave SE, is **APPROVED**. Conditions are necessary to address specific impacts of the proposed use.

SUMMARY OF RECORD

Hearing Date:

The Hearing Examiner held an open record hearing on the request on September 11, 2014.

Testimony:

The following individuals presented testimony under oath at the open record hearing:

- Dennis Oost, County Senior Planner
- Steve Heacock, County Environmental Planner
- Josiah Kipperberg, Applicant
- Gretchen Costanzo
- Douglas Soule

Exhibits:

The following exhibits were admitted into the record:

1. Letter from Larry Keeton to Dennis Reynolds, dated July 2, 2012
2. Intake/Triage Agenda, dated January 22, 2014
3. Submittal Checklist, Conditional Use or Administrative Conditional Use Permit, undated
4. Project Application, received January 22, 2014
5. Supplemental Application, Environmental (SEPA) Checklist, dated January 22, 2014
6. Supplemental Application, Conditional Use or Administrative Conditional Use Permit, received January 22, 2014
7. Project Narrative, received January 22, 2014
8. Septic Design, received January 22, 2014

Findings, Conclusions, and Decision
Kitsap County Hearing Examiner
Edgewater House CUP, No. 14 00208

FINDINGS

Application and Notice

1. Marilyn and Josiah Kipperberg, and Ronald Jake (Applicants), request a Conditional Use Permit (CUP) to operate a wedding event venue at 11967 Luna Vista Ave SE, with parking at 12025 Luna Vista Ave SE.¹ *Exhibit 21; Exhibit 34, Staff Report, pages 1 and 3.*
2. Kitsap County (County) determined that the application was complete on February 10, 2014. The County mailed the Notice of Application to the Applicants, Applicants' Representative, property owners within 400 feet of the property, and interested parties, and published notice in the *Sound Publishing Newspaper* on February 21, 2014. The County mailed notice of the hearing to the Applicants, Applicants' Representative, owners of property within 400 feet of the property, and interested parties on August 11, 2014; published notice of the open record hearing associated with the application in the *Sound Publishing Newspaper* on August 13, 2014; and posted notice on the property on August 25, 2014. The County issued a hearing postponement letter on August 18, 2014. *Exhibit 11; Exhibit 30; Exhibit 31; Exhibit 33; Exhibit 34, Staff Report, page 11.*

State Environmental Policy Act (SEPA) Review

3. The County acted as lead agency and analyzed the environmental impact of the proposal, as required by the State Environmental Policy Act (SEPA), Chapter 43.21C RCW. The County analyzed the Applicants' SEPA Checklist and other available information, determined that the proposal would not have a probable significant adverse impact on the environment, and issued a Determination of Nonsignificance (DNS) on August 7, 2014. The County used the optional Determination of Nonsignificance (DNS) process under Washington Administrative Code (WAC) 197-11-355. County SEPA Responsible Official Steve Heacock testified that the SEPA comment period occurred concurrently with the Notice of Application.² He testified that the DNS was not appealed. *Exhibit 15; Exhibit 17; Exhibit 27; Exhibit 34, Staff Report, page 2; Testimony of Mr. Heacock.*

Comprehensive Plan, Zoning, and Surrounding Property

4. The two properties are designated Rural Residential (RR) in the Kitsap County Comprehensive Plan (Comprehensive Plan). The RR designation is intended to promote low-density residential development consistent with rural character. It is applied to areas that are relatively unconstrained by environmentally sensitive areas or other significant

¹ The subject property consists of two parcels identified by Tax Assessor Account Nos. 342302-2-055-2007 (venue) and 342302-2-054-2008 (parking). *Exhibit 34, Staff Report, page 2.*

² The Notice of Application, dated February 19, 2014, did not include a preliminary SEPA determination. The comment period on the application remained open until the date of the hearing. *Exhibit 15.*

side or rear lot line building/activity setback. The existing residence is located 20 feet from the south side yard property line. County staff identified the adjacent property to the south as a County park that can accommodate wedding events, and no benefit would accrue from a wider setback. Activity setup, including chairs and tables, would take place approximately 75 feet from the property line. *Exhibit 18; Exhibit 34, Staff Report, pages 3, 7, and 8.*

Subject Properties and Proposed Use

8. The wedding event venue would take place on a rectangle 5.87-acre property owned by the Kipperbergs. Access is from Luna Vista Avenue SE from the northwest, with shoreline frontage along Colvos Passage, a portion of Puget Sound, to the east. This property contains a single-family residence and detached garage set in the eastern half of the property. Geologically Hazardous Areas (both High and Moderate Hazard) are present west to east. Hydric soils, wetlands, and Type N water characterize the eastern quarter of the property along the shoreline. This property is within the FEMA Flood Zone A/AE, and a priority-2 bald eagle habitat buffer fronts the shoreline. The residential frontage is yard area moving to a distinct coastal dune line containing dune grass, an arbor, beach fire pit, a golf driving pad, and a trail. The Applicants' Environmental Checklist identified hawks, herons, eagles, songbirds, deer, salmon, and shellfish as observed on or known to be on or near the site. Parking would be provided on an adjacent property to the west. *Exhibit 17; Exhibit 34, Staff Report, pages 1 and 4.*

Noise and Surrounding Property Impact

9. Lonnie Marland provided an email comment, dated July 21, 2014, expressing concerns about noise impacting the adjacent Anderson Point Park and shoreline. The Applicants would comply with Kitsap County's noise regulations in Title 10 KCC and Chapter 10.28 KCC.⁵ The main wedding events would take place between June and September in an outdoor setting on the Kipperbergs' property, with indoor dressing rooms and decoration preparation available. Events would end in the evening. Event lighting fixtures would include cutoffs to protect night skies. Any signage would comply with Chapter 17.445 KCC. Josiah Kipperberg, Applicant and property owner, testified that he would agree to add a condition providing a limit of 25 events a year without approval of the County Department of Community Development Director. Four property owners nearest to the proposed event venue signed a letter, dated March 24, 2014, supporting the proposed CUP and reporting that they had no complaints about traffic, or shuttle traffic, from past

The director may increase setback, buffer and landscaping standards or impose other conditions to address potential impacts.

⁵ KCC 10.28.145 prohibits public disturbance noise, including any loud and raucous sound made by musical instruments, whistles, or amplifiers, unless exempt, which unreasonably disturbs or interferes with the peace, comfort, and repose of possessors of real property in the vicinity. Under KCC 10.28.146, the County Sheriff's Office enforces the provisions of KCC 10.28.145.

Permitted uses in the shorelines must be designed and conducted in a manner to minimize damage to the ecology and environment of the shoreline area and any interference with the public's use of the water. *RCW 90.58.020*.

15. The purpose of the County SMP is to guide the future development of the shorelines in Kitsap County in a manner consistent with the SMA. The SMP establishes five shoreline environment designations, policies applicable to each designation, and policies applicable to all shoreline environments. Policies applicable to all shoreline environments encourage uses consistent with the character of the specific shoreline environment. The property is within the Conservancy shoreline environment. *KCC 22.04.020; KCC 22.16.040; Exhibit 34, Staff Report, page 1*.
16. The purpose of the Conservancy environment is “to protect, conserve, and manage existing natural resources and valuable historic and cultural areas in order to ensure a continuous flow of recreational benefits to the public and to achieve sustained resource utilization. Another purpose is to protect fish and wildlife habitat and environmentally sensitive areas.” *KCC 22.16.060.a.(1)*. All substantial developments are required to obtain a substantial development permit (except those substantial developments categorically exempted pursuant to *WAC 173-16-030*).⁶ *KCC 22.28.030*. County Senior Planner Dennis Oost testified that the proposed use is associated with a single-family residential use, and that no shoreline substantial development permit would be required. The SMP provides that, although not all developments in the shoreline area require a shoreline permit, no development shall be undertaken on the shorelines of Kitsap County except those that are consistent with the policies of the act, applicable state guidelines, and the master program. *KCC 22.28.010. Testimony of Mr. Oost*.
17. BGE Environmental, LLC, prepared a Habitat Management Plan (HMP) for Josiah Kipperberg, dated July 9, 2014. The HMP identified the existing business as an unidentified use activity within a Conservancy shoreline environment. *KCC 22.28.020*. The HMP reviewed the use under the Shoreline Master Program general policies: water quality, estuary, and wetland protection, shore processes, aquatic plants and animals, aesthetics, physical site considerations, safety and circulation, and other shoreline uses. *KCC 22.28.030*. The HMP determined that the use is not likely to adversely impact the shoreline and near-shore critical habitat or function. The report contains stewardship recommendations including repairing any damage to dune grass, limiting the use of the trail to the beach in the off season, keeping a photographic record of the coastal dune, constructing a vegetative debris pile to create a brush shelter, providing a bat box and

⁶ The state Shoreline Management Act (SMA) defines “substantial development” as any development of which the total cost or fair market value exceeds \$5,718, adjusted for inflation every five years, or any development that materially interferes with the normal public use of the water or shorelines of the state. *Revised Code of Washington (RCW) 90.58.030(3)(e)*.

1. Increase requirements in the standards, criteria, or policies established by this title;
2. Stipulate the exact location as a means of minimizing hazards to life, limb, property damage, erosion, landslides, or traffic;
3. Require structural features or equipment essential to serve the same purpose set forth in Chapter 17.382;
4. Include requirements to improve parity with other uses permitted in the same zone protecting them from nuisance generating features in matters of noise, odors, air pollution, wastes, vibration, traffic, physical hazards, and similar matters. The Hearing Examiner may not in connection with action on a conditional use permit, reduce the requirements specified by this title as pertaining to any use nor otherwise reduce the requirements of this title in matters for which a variance is the remedy provided;
5. Assure that the degree of compatibility with the purpose of this title shall be maintained with respect to the particular use on the particular site and in consideration of other existing and potential uses, within the general area in which the use is proposed to be located;
6. Recognize and compensate for variations and degree of technological processes and equipment as related to the factors of noise, smoke, dust, fumes, vibration, odors, and hazard or public need;
7. Require the posting of construction and maintenance bonds or other security sufficient to secure to the county the estimated cost of construction and/or installation and maintenance of required improvements; and
8. Impose any requirement that will protect the public health, safety, and welfare.

If the approval criteria are not met, or conditions cannot be imposed to ensure compliance with the approval criteria, the conditional use permit shall be denied.

KCC 17.421.030.

The criteria for review adopted by the Kitsap County Board of County Commissioners are designed to implement the requirement of Chapter 36.70B RCW to enact the Growth Management Act. In particular, RCW 36.70B.040 mandates that local jurisdictions review proposed development to ensure consistency with County development regulations, considering the type of land use, the level of development, infrastructure, and the characteristics of development. *RCW 36.70B.040.*

Conclusions Based on Findings

1. **With conditions, the proposed use is consistent with the Comprehensive Plan.** The Comprehensive Plan encourages home-based, cottage-type businesses in rural areas. The proposed use would operate as a commercial business and would provide employment or business opportunities for other area businesses. Operation of the proposed use would not have a significant impact on the surrounding road system. Event guests would be

*Findings, Conclusions, and Decision
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characteristics of the subject property and the immediate vicinity. As proposed, wedding events would be held outdoors on the eastern portion of the Kipperberg property. Portable toilets and sinks would be used during wedding events, with bottled water provided. Parking for event guests would only occur off-site. Parking would occur on an adjacent property owned by Ronald Jake. Event attendees would be transported to and from the property by bus. Property owners have recorded an easement maintenance agreement allowing the use. The County determined that the proposal would not have a probable, significant, adverse environmental impact. The County's Determination of Nonsignificance was not appealed.

Conditions are necessary to mitigate specific impacts related to the proposed development including those to ensure compliance with solid waste and recycling hauler requirements; submittal of a Road Approach Permit application to the County; compliance with HMP recommendations; compliance with permit requirements for building use; limits on operation of the proposed use; use of off-site event parking; compliance with County noise ordinances, specifically Chapter 10.28 KCC; the use of portable toilets; and compliance with County sign ordinances. *Findings 1, 3, 6 – 18.*

DECISION

Based upon the preceding Findings and Conclusions, the request for a Conditional Use Permit to operate a wedding event venue at 11967 Luna Vista Ave SE, with parking at 12025 Luna Vista Ave SE, is **APPROVED**, subject to the following conditions:⁸

1. All required permits shall be obtained prior to hosting any additional wedding events.
2. All activities during Open Park Hours shall comply with the noise regulations in Kitsap County Code Title 10, specifically Chapter 10.28 KCC.
3. The recommendations put forth in the Habitat Management Plan authored by Robbyn Meyers of BGE Environmental, dated July 9, 2014, shall be implemented.
4. The Applicant shall provide to DCD a list of planned events each season.
5. Approval from the Building Official, Fire Marshall, and the Health Department shall be obtained prior to hosting events in any of the buildings.
6. DCD shall have the authority to conduct unobtrusive visits and inspect building uses during any event.

⁸ This decision includes conditions designed to mitigate impacts of this proposed project as well as conditions required by County Code.

14. 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 Applicants represent 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 Applicants agree to promptly bring such development or activities into compliance.
15. Any violation of the conditions of approval shall be grounds to initiate revocation of this Conditional Use Permit.
16. Approved for outdoor events only. If at any time any of the buildings are used for assembly, a fire code permit shall be applied for. Water availability, hydrants, fire flow, fire alarms and fire sprinklers may be required. Health Department approval of the septic field size shall be obtained prior to use of any of the buildings for event functions. The house is not rated, nor shall be used for public assembly or occupancy. Portable toilets and sinks, or trailer toilets, shall be provided during events. The single-family residence shall not be accessible for toilet or hand washing use during events.
17. Tents having an aggregate area of more than 700 square feet shall require a separate fire code permit.
18. (blank)
19. Addresses shall be posted in accordance with the Kitsap County Addressing Code 16.66.
20. Following land use approval, a Site Development Activity Permit (SDAP) may be required prior to construction activities. 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 Conditional Use Permit application was deemed complete (February 10, 2014). Depending on the exact location and size of the parking area this project could be located within a Critical Drainage area as defined in Title 12.28.020 of the Kitsap County Code. SDAPs shall be prepared by a Civil Engineer licensed in the State of Washington.
21. The impervious area accounted for in the overall drainage facilities installed shall be indicated on the face of the approved construction drawings. Additional impervious surfaces created beyond the amount accounted for in the overall drainage facilities shall be mitigated in accordance with Kitsap County Code Title 12.

EXHIBIT 2

Building Site Application 24028

BUILDING SITE APPLICATION

Bremerton Kitsap County Health District (360) 478-5285

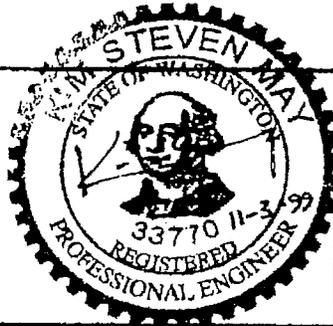
24038

NEW REPAIR REDESIGN ALTERATION

Date Applied: 11/10/99
 Name of Property Owner: SCOTT KIPPERBERG
 Permit fee paid/Clerk: Pd 85
 Mailing Address: 8760 JOURNEY LAKE, PORT ORCHARD WA 98367 Phone #: 825-7723 Short Plat No. NA
 Installation Address (Road Name): BANNER ROAD PORT ORCHARD Property size (Sq. Ft.): 467,834 SF ±
 Assessor's Account No. 342302-X-023-2006 Preliminary Plat Application date (for voting only) NA
 Water Supply: I (UP) Two Party Existing ON Acreage 10.74 ± Subdivision NA Lot NA
 Public supply name NA ID# NA

Type of building: SF SF MF/COMM FE/INST SP-SINGLE FAMILY MF-MULTIFAMILY COMM-COMMERCIAL FE-FOOD ESTABLISHMENT INST- INSTITUTIONAL
 Proposed Number of Bedrooms: 4 Has the lot been "perked" before? N (Y) (N) When? NA
 FOR REDESIGN APPLICATIONS ONLY: What has been changed? DRAINFIELD LOCATION
 SOIL LOG PROFILES: Print record depth, soil type, mottling, restrictive layers, etc.

PRIMARY AREA (measurements are made at upslope side of soil logs)		TRENCH PROFILE (downslope measurements)	
<p>SOIL LOG #1 Soil Type(1-6) <u>4</u> 0"-18" FINE SILTY SANDY LOAM 8"-41" MED/FINE GREY LOAM SAND (DENSE) 41"-54" MED/FINE SAND w/ SMALL ROOTS TO 45"</p>	<p>SOIL LOG #2 Soil Type(1-6) <u>4</u> 0"-5" FINE SILTY SANDY LOAM 5"-9" ORGANIC LOAM 9"-46" MED/FINE GREY LOAM SAND (DENSE) 46"-59" MED/FINE GREY SAND SMALL ROOTS TO 41"</p>		
<p>SOIL LOG #3 Soil Type(1-6) <u>4</u> 0"-15" FINE SILTY SANDY LOAM 15"-40" MED/FINE GREY LOAM SAND (DENSE) WITH ROOTS TO 38"</p>	<p>SOIL LOG #4 Soil Type(1-6) <u>4</u> 0"-15" FINE SILTY SANDY LOAM 15"-27" MED/FINE GREY LOAM SAND 27"-36" MED FINE GREY DENSE SAND w/ COMPACT LENSES</p>	<p>RESERVE AREA</p> <p>Special remarks/instructions: * DRY WEATHER INSTALL RECEIVED-Kitsap Dept. Comm. Devel. JAN 24 2000</p>	



DESIGNED SYSTEM:
 1. Type of system: STANDARD PRESSURE ALTERNATIVE (Specify Sand filter, mounds, etc.)
 2. Septic Tank(s) 1, 250 gal. C. Pump required? Yes No Pump Tank (gals.) 1,000
 3. Sewage Flow (based on 120 gal./bedroom) 480 gal/day E. Application Rate 0.60 (Avg. of SL1 & SL2 GPD/sq. ft.)
 4. Drainfield (DWF) 800 sq. ft./3= 267 Lineal ft. for a 3 ft. trench
 5. Certain Drain: REQUIRED Minimum depth 6 inches into restrictive layer NOT REQUIRE
 6. Depth to top of maximum water table " " I. % slope in DF area 15% ± J. Infiltration bed required? Yes No

SIGNER: Name (printed) Kim May, P.E. ALTERNATIVE DESIGNS Signature K. May
 Certification/RS# 11-3-99 Phone# (360) 769-0038

ON SITE DESIGN

Approved: 11/15/99 Reason: perdy note up By: m
 Date "hold": 1/4/00 Reason: water sh By: aw
 Approved: 11-10-99 Reason: Jim Tuzgana By: Jim Tuzgana
 Expiration Date: 11-10-01 Comments:

ACCEPTED

NOTE: Any person approved by a decision on inspection, or notice made by the health officer shall have the right to appeal the matter as specified in BACOND Ordinance 1994-8.

EXHIBIT 2

EXHIBIT 3

Permit Application 83679

KIPPER BERG

PERMIT APPLICATION

KITSAP COUNTY

DEPARTMENT OF COMMUNITY DEVELOPMENT

PERMIT # 83679

ASSESSOR'S ACCT. # 342302-2-023-2006 SHORT PLAT NO. _____

OWNER'S NAME: Kipperberg PHONE: 360-895-7723

OWNER'S PRESENT MAILING ADDRESS: ~~8760~~ PO Box 987 Oballa

PROPOSED TYPE OF BUILDING AND USE: garage

SITE ADDRESS: 11967 Banner Rd SE

LIST EXISTING BUILDINGS ON PROPERTY: _____

BUILDER: owner LENDER'S NAME: _____

BUILDER'S ADDRESS: ~~8760~~ 8760 Journey Rd LENDER'S ADDRESS: _____

LENDER'S PHONE: _____

CONTRACTOR'S LIC. #: _____ PLUMBING CONTRACTOR: Setzer

PHONE: 360-895-7723 MECHANICAL CONTRACTOR: _____

ANY WATER ON OR ADJACENT TO PROPERTY = SALTWATER CREEK POND LAKE WETLAND

- NEW RESIDENCE
- MODULAR
- ADDITION
- REMODEL
- DECK/PORCH
- BASEMENT
- ACC BLDG
- BULKHEAD
- GARAGE/CARPORT
- OTHER
- _____ No. of BEDROOMS
- _____ No. of BATHROOMS

MAIN FLOOR (sq.ft.) 960
 2ND FLOOR (sq.ft.) 960
 BASEMENT (sq.ft.) _____
 GARAGE (sq.ft.) _____
 GARAGE 2ND FLOOR (sq.ft.) _____
 CARPORT (sq.ft.): _____
 DECK (sq.ft.): _____
 OTHER (sq.ft.) _____

I understand that applications for which no permit is issued within 180 days following the date of application shall expire by limitation, and plans and other data submitted for review may thereafter be returned to the applicant or destroyed by the building official. Sec. 304(d) U.B.C.

OWNER/AGENT SIGNATURE: Marilyn Kipperberg DATE: July 31-00

OWNER/AGENT PRINTED: MARILYN KIPPERBERG DATE: July 31-00

CONTACT NAME (if different than above): _____ PHONE: _____

SUBDIVISION: _____ SCHOOL DIST. _____ LOT: _____ LOT SIZE: _____

SEC. _____ TWN _____ RANGE _____

VALUATION \$ 28,800

BUILDING PERMIT FEES: \$ 345.32
 PLAN CHECK FEES: \$ 172.66
 ADDRESSING FEE: \$ _____
 CONCURRENCY FEE: \$ _____
 EROSION CONTROL FEES: \$ _____
 MECHANICAL FEES: \$ _____
 PLUMBING FEES: \$ 21.00
 IMPACT FEES: \$ _____
 STATE SURCHARGE: \$ 4.50

Payment Rec'd \$ _____ Receipt # _____
 Payment Rec'd \$ _____ Receipt # _____

FOR OFFICIAL USE ONLY

RECEIVED-Kitsap
 Dept. Comm. Devel.

JUL 31 2000

Planning Required: Yes No Made

BUILDING APPROVAL	MISCELLANEOUS APPROVAL	PLANNING APPROVAL
CORRECTIONS REQUIRED _____	SEPTIC/SEWER _____	ZONING _____
CORRECTIONS REQUIRED _____	ADDRESSING _____	CRITICAL AREAS _____
APPROVED AS REVISED _____	CONCURRENCY _____	SHORELINES _____
APPROVED <u>Jan 8/25/00</u>	DRAINAGE _____	SETBACKS FRONT _____
_____	EROSION CONTROL _____	SIDE _____
_____	SDAP _____	REAR _____
_____	ROAD APPROACH _____	APPROVED _____

TO BE FILLED OUT BY APPLICANT

FOR OFFICE USE ONLY

\$370.82



EXHIBIT 3 2/5

KITSAP COUNTY DEPARTMENT OF COMMUNITY DEVELOPMENT

614 DIVISION STREET MS-36, PORT ORCHARD WASHINGTON 98366-4682
(360) 337-7181 FAX (360) 337-4925 HOME PAGE - www.wa.gov/kitsap

BRUCE FREELAND, DIRECTOR

Permit # 83679

RESIDENTIAL
MECHANICAL AND PLUMBING
UNIT CHARGE LIST

RECEIVED-Kitsap
Dept. Comm. Devel.
JUL 31 2000

Note: This list to be used in conjunction with Residential Building
Permit Applications

Owner's Name: Kipperberg
HVAC Contractor: Owner Phone: 360-895-2223

Fuel Source: Electric Wood Oil Natl Gas Propane*

Qty.	Description	Unit Charge
	Clothes Dryer	\$10.65
	Cook Stove	\$10.65
	Gas Log Lighter/Decorative Fireplace and Inserts	\$ 12.00
	Gas Pipe System LPG / Natural / Oil	\$ 10.00
	Mechanical Equip. w/o Set Fee (LPG, Gas Tank**)	\$ 10.65
	Residential Furnace and Ducting	\$14.80
	Unit Heater Suspend/Floor Mt	\$18.10
	Water Heater	\$ 10.65
	Wood / Pellet Stove and Inserts	\$ 12.00
	Bar Sink	\$ 7.00
	Garbage Disposal	\$ 7.00
<u>1</u>	Tub or Shower	\$ 7.00
<u>2</u>	Water Closet/Toilet/Bidet/Urnl	\$ 7.00
	Other:	Varies

* Propane prohibited in basements, daylight basements, and pits.

**Propane tanks over 125 gallons require a minimum setback of 10 ft. from property line and buildings.



CHECKLIST FOR RESIDENTIAL REMODELS AND ACCESSORY BUILDINGS

Tax Account No. 342302-2-023-2006
Value(Contractor's Bid or Permit Valuation) _____

Permit # 83679

Remodel Addition Convert

Basement : _____ Sqft
 First Floor : 4116 Sqft
 Second Floor: 4116 Sqft
 Third Floor : _____ Sqft
 Decks : _____ Sqft
 Convert from Garage: _____ Sqft
 Convert to : _____ (RoomType) Sqft
 Unfinished Location: _____ Sqft

Accessory: Garage Carport Pole bldg
 Attached yes Detached yes

Note: If both carport and garage then list separately

Carport _____ Sqft
 Garage 1920 Sqft
 Pole _____ Sqft
 Other misc _____ Sqft

Living or hobby space over garage?
 Sq ft Storage
 Notes: _____

Number of Bedroom(s) : _____ Number of Bathroom(s): 2

Mechanical:New/Convert:

Fireplace Woodstove Gas Fireplace Furnace Water Heater Cook Stove Other:

Plumbing-Number of fixtures:

 Kitchen Sink Utility Sink 2 WaterCloset 2 Bathtub/Shower 2 Bath sink Other

Electrical work? No Yes

Finish:

New Cabinets? No Yes, Location: _____

New floor covering? No Yes, Location: _____

Type: Dirt Concrete Carpet Hard wood Linoleum Decking Other _____

Roof type: tile Siding type: plank

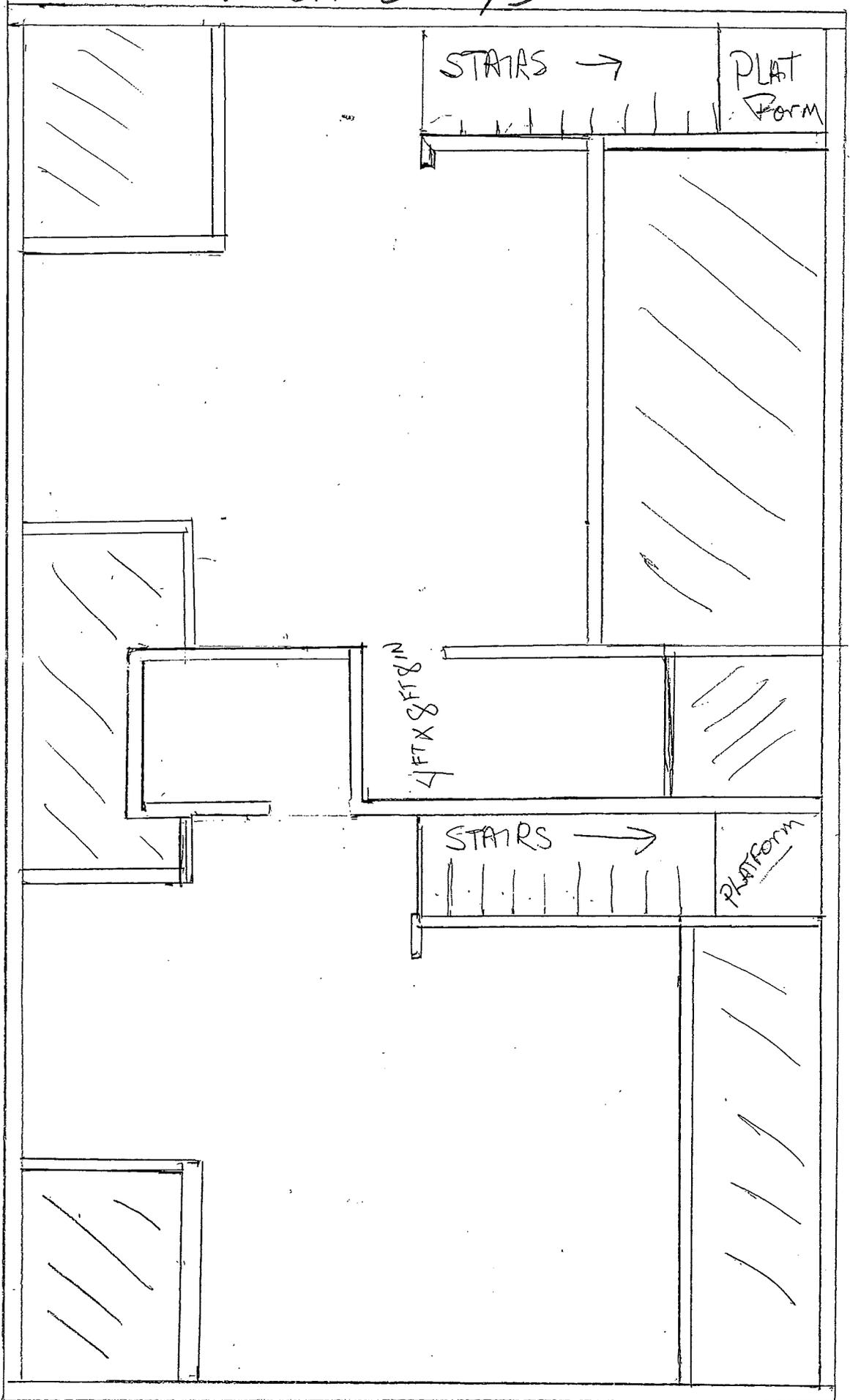
Notes: _____

Official Use Only:

Final Approved: _____ Date _____

Notes: _____

EXHIBIT 3 4/5



NORTH
→

EXHIBIT 4

Inspection Report



EXHIBIT 4

1/2

INSPECTION REPORT

Date: 10/17/03	Notes: 6" SOLID SIDING CLEARANCE
Permit #: 83679	1) GRADE NOT COMPLETE.
Type of Inspection: FINAL	2) EXTEND HANDRAIL TO TOP STEP *
Building (or portion):	3) SUPPORT HANDRAIL W/O OUT OBSTRUCTION - (USE HANDRAIL BRACKETS) *
<i>Greg News</i>	4) SIZE OF HANDRAIL TO BE 1 1/4" MIN - 2" MAX
<input type="checkbox"/> AP (Approved)	5) REVISE PLANS TO SHOW ADDITIONAL ROOMS - SUBMIT TO PLAN REVIEW FOR APPROVAL.
<input type="checkbox"/> AE (Approved With Correction)	6) COMPLETE DECKING & SIDING.
<input checked="" type="checkbox"/> DA (Disapproved)* <i>QUESTION</i>	NOTE - GUARD RAIL IS 30" OVER GRADE
<i>437-7181 - GREG</i> <i>M-F 8-9AM</i>	

* IF DISAPPROVED, CORRECTIONS ARE REQUIRED AND YOU ARE HEREBY NOTIFIED THAT NO MORE WORK SHALL BE COVERED UPON THESE PREMISES UNTIL THE IDENTIFIED VIOLATIONS ARE CORRECTED. WHEN CORRECTIONS HAVE BEEN MADE, CALL FOR REINSPECTION (360) 337-4696.

INSPECTION REPORT



- 1) CAP ABS in BATHS. 1A) COVER PLATES @ ELEC. (Garage)
- 2) PROVIDE INSULATION @ Supply Pipes in GARAGE
- 3) COVER FITS, & GRADE
- 4) HANDRAIL @ STAIRS (w/ Return ends)

Date: 8/29/03 Permit # 83679 Inspector: *[Signature]* DO NOT REMOVE THIS TAG

YOU ARE HEREBY NOTIFIED THAT NO MORE WORK SHALL BE COVERED UPON THESE PREMISES UNTIL THE ABOVE VIOLATIONS ARE CORRECTED. WHEN CORRECTIONS HAVE BEEN MADE, CALL FOR REINSPECTION (360) 337-7181.

120/01 Issued dup. card to owner (JP)

113/02 Permit expired 1/2 00
Permit fee (\$12.60) to reactivate
Per Marik Grimm. Marik
Spolte w/Dwinder (425) 754-1517
6/13/02 - DSP

EXHIBIT 4 2/2

EXHIBIT 5

Letter

EXHIBIT 5



KITSAP COUNTY DEPARTMENT OF COMMUNITY DEVELOPMENT

614 DIVISION STREET MS-36, PORT ORCHARD WA 98366-4682
(360) 337-7181 FAX (360) 337-4925 www.kitsapgov.com/dcd

Kamuron D. Gurol, Director

Scott Kipperberg
PO Box 987
Olalla, WA 98367

February 11, 2004

Re: Building Permit # 00-83679

Dear applicant,

Your plan for the building permit referenced above is in the process of being reviewed. Unfortunately, the review cannot be completed until we receive all the information relevant to the project as proposed. An engineered analysis prepared by a professional engineer or architect is required. For the review to continue, please submit two sets of plans and calculations prepared by a Washington State registered professional engineer or architect. The submitted engineering must contain all of the following:

- a) A coversheet identifying:
 1. The project address and building location
 2. The name of the design professional, including address and telephone numbers

- b) Design criteria shall be indicated, including:
 1. Provide written (clear) scope of work detailing all changes.
 2. Provide beam calculations for all critical load-bearing beams accounting for added 3rd floor loads.
 3. Provide calculations for valleys.
 4. All doors and windows must be indicated, to include means of egress.
 5. All rooms must be labeled and specified as to each proposed use (3rd floor).
 6. Stairway ingress & egress must be shown and properly located within structure.
 7. Show stairs from garage to each area from garage.
 8. Existing brace walls must be shown and new bracing indicated on plans.
 9. Foundation footings & walls must be detailed and measurements shown on plans.
 10. Does not meet prescriptive lateral per UBC 2320.11.3 & 2320.11.4.

- c) All specifications, components, materials, and methods must be clearly and accurately transferred onto all submitted plan drawings.

This letter reflects only those items that are necessary to continue the Building Division's review, and does not contain the findings of the review, or note the corrections that may be necessary once the review is completed, nor does it address any needs of any other county division or department.

Re-submitted plans are normally reviewed within 5 working days of the receipt of proper and complete revisions in our office. If you need additional information or assistance, you may contact me at (360) 337-7168.

Sincerely,

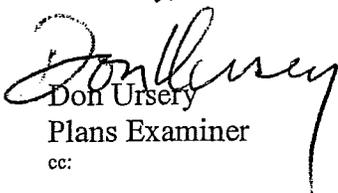

Don Ursery
Plans Examiner
cc:

EXHIBIT 6

Permit Application 17-03595



SUBMITTAL CHECKLIST
TENANT IMPROVEMENT – MAJOR
COMMERCIAL

SEP 20 2017

KITSAP COUNTY
COMMUNITY DEVELOPMENT

CUP # 14 002 08

This submittal checklist is intended to assist you in preparing and submitting a complete application.

Part 1 - Submittal Requirements - You must complete & submit all items for your application to be accepted.

Part 2 – Fire Code Permits list the Fire Permits that may be needed for you application.

Part 3 - Building Code Design Data references the current building codes. See IRC table R301.2 (1) below.

Type of Work:

- Change of Tenant or Business Occupancy No Change of Tenant or Business Occupancy

Part 1 – Submittal Requirements

Please be aware that permit application submittals can take 30 – 45 minutes for each application. This is to ensure application materials are complete and accurately prepared for a timely review from county staff.

Use the column to the left to check off items included with your application.

✓ Use the Column to the left to check off items included with your Application	Number
<input type="checkbox"/> Submittal Checklist	1 paper
Fees are due at the time of submittal. <u>See Current Fee Schedule.</u> Accepted forms of payment: <ul style="list-style-type: none"> • Cash • Check/Cashier's Check- Checks payable to Kitsap County Department of Community Development • Electronic Checks - \$1.00 flat fee per electronic check • All Major credit cards- a Third Party convenience fee will apply 	-
✓ Required Applications	
<input checked="" type="checkbox"/> <u>Project Application</u>	1 paper
<input checked="" type="checkbox"/> <u>Supplemental Application for Commercial Tenant Improvement (Major)</u>	1 paper
<input checked="" type="checkbox"/> <u>Mechanical (heating/ventilation)/Plumbing Supplemental Application (if applicable)</u>	1 paper
<input checked="" type="checkbox"/> <u>Supplemental Application Concurrency Test</u>	1 paper
<input type="checkbox"/> Fire Code Permit (if applicable – See Part 2) * after	Refer to the submittal checklist for applicable fire permit
<input checked="" type="checkbox"/> <u>Building Site Application from Kitsap County Public Works Department (if property is/will be served by Kitsap County Public Works Wastewater</u> * SEPTIC NO SEWER	1 paper



EXHIBIT 6 2/11

✓ Use the Column to the left to check off items included with your Application		Number
DCD Staff Check: Wastewater Needs Further Review <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		
✓ Required Submittal Items		
<p>Sewage Disposal and Water Supply Documentation</p> <p>All new commercial, replacement, and expansions are required to have review of sewage disposal and water supply. The documentation to submit to DCD will be one of the following:</p>		
<input checked="" type="checkbox"/> Onsite Septic <i>Concurrent</i>	<input type="checkbox"/> Accepted or Concurrent Review BSA (Building Site Application), including septic design (Site Plan) - from Kitsap Public Health District (360-728-2235) <input type="checkbox"/> Accepted or Concurrent Review BC (Building Clearance) including Site Plan - from Kitsap Public Health District (360-728-2235) <input type="checkbox"/> Accepted Building Clearance Exemption including Site Plan - from Kitsap Public Health District (360-728-2235)	2 Paper (1 Original and 1 Copy)
<input type="checkbox"/> Existing Sewer	<input type="checkbox"/> Current Sewer bill that shows the site address <input type="checkbox"/> Current Water bill that shows the site address <input type="checkbox"/> Site plan (see <u>Brochure #45</u> for instructions/requirements), with date prepared and/or revised	
<input type="checkbox"/> New Sewer	<input type="checkbox"/> Building Clearance for Sewered Properties - from Kitsap Public Health District (360-728-2235) <input type="checkbox"/> Site plan (see <u>Brochure #45</u> for instructions/requirements), with date prepared and/or revised	
<input type="checkbox"/>	<p>For addressing requirements – 1 Copy of the site plan, showing (these elements can be added to the site plan in item 8 or submitted separately):</p> <input type="checkbox"/> If there are multiple structures, the addresses of all existing structures <input type="checkbox"/> Identify suite numbers for all existing and proposed businesses <input type="checkbox"/> Identify the business names for all existing and proposed businesses	1 paper
<input checked="" type="checkbox"/>	<p>Current copy of parcel map from Kitsap County Assessor's Office, showing:</p> <input checked="" type="checkbox"/> Travel path from main named county road to the driveway to the structure, <input checked="" type="checkbox"/> Placement of the structure <input checked="" type="checkbox"/> North arrow <input checked="" type="checkbox"/> Road names in the area <input checked="" type="checkbox"/> Existing access easements <input checked="" type="checkbox"/> Parcel driveway location	1 paper
<input checked="" type="checkbox"/>	<p>Energy Code Compliance Form and/or heat loss calculations and compliance information, if applicable</p>	2 Paper

Event Business



EXHIBIT 26 3/11

	Use the Column to the left to check off items included with your Application	Number
<input checked="" type="checkbox"/>	<p>Floor and/or Construction plans</p> <p>Major TI permits that are only for a Change of Use requires <u>Floor Plan</u> only.</p> <p><input type="checkbox"/> Plans must have industry standard scale of a clearly legible size For example: a 24"x36" or 18"x24" with floor plans, elevations, and sections at not less than 1/8" = 1' scale</p> <p><input type="checkbox"/> Original Plan Set should contain the original Architect's or Engineer's professional seal(s) and should have signature or "wet stamp"</p>	<p>2 Paper sets (Both to Scale) Plus- 1 *Electronic Copy (required)</p> <p><small>*Electronic means documents are submitted on either USB drive or disc</small></p>
<input checked="" type="checkbox"/>	Engineered Plans & Engineer's Calculations, if applicable	<p>2 Paper sets (Both to Scale)</p>
<input checked="" type="checkbox"/>	Parking Analysis (See <u>Parking Analysis Example</u>) <i>see cup separate lot</i>	1 paper
<input checked="" type="checkbox"/>	<p>Landscape Plan <i>plan Robynn</i></p> <p><input type="checkbox"/> Clearly identify existing landscaping elements including location and variety (e.g. conifer tree, deciduous tree, shrub, groundcover, annual, perennial, etc.)</p> <p><input type="checkbox"/> Proposed landscaping elements, including the location and variety of all trees, shrubs and groundcover</p> <p><input type="checkbox"/> <i>Proposed landscaping only</i> - Plant schedule (list of plant materials used) depicting the botanical name, common name, size at installation and spacing between individual plants shown on the plan</p>	<p>2 Paper sets (Both to Scale) Plus- 1 *Electronic Copy (required)</p> <p><small>*Electronic means documents are submitted on either USB drive or disc</small></p>
<input checked="" type="checkbox"/>	An owner's signature is required to Issue a permit for this type of work. The signature must be on the Project Application or a separate letter or email from the owner authorizing someone else to represent them on the project	1 paper

Part 2 – Fire Code Permits Fire Code Permits are not transferrable and any change in occupancy, operation, tenancy or ownership requires a new issued permit. The following Fire Code Permits may be required for occupancy and are processed separately. You will not receive a final inspection until the following applicable permits have been issued. For more information about Fire Code Permits see Brochure # 66.

Check all that apply:

- | | |
|--|---|
| <ul style="list-style-type: none"> <input type="checkbox"/> Aerosol Products (FCPO-AEROS) <input type="checkbox"/> Amusement Buildings (FCPO-AMUSE) <input type="checkbox"/> Aviation Facilities (FCPO-AVIAT) <input type="checkbox"/> Battery Systems (FCPO-BATT) <input type="checkbox"/> Bed & Breakfast (FCPO-BB) <input type="checkbox"/> Carnival/Fair (FCPO-CFAIR) <input type="checkbox"/> Cellulose Nitrate Film (FCPO-CELL) <input type="checkbox"/> COMBO (FCPO-COMBO) For businesses with more than one operational classification. All supporting documents for each of the operations shall be submitted | <ul style="list-style-type: none"> <input type="checkbox"/> Combustible Dust Producing (FCPO-CDUST) <input type="checkbox"/> Combustible Fibers (FCPO-CFIBR) <input type="checkbox"/> Compressed Gases (FCPO-CGAS) <input type="checkbox"/> Compressed Gases (FCPO-CGAS) <input type="checkbox"/> Cryogenic Fluids (FCPO-CRYO) <input type="checkbox"/> Cutting & Welding (FCPO-CW) <input type="checkbox"/> Dry Cleaning (FCPO-DRYCL) <input type="checkbox"/> Exhibits/Trade Show (FCPO-EXHIB) <input type="checkbox"/> Explosives (FCPO-EXPLO) <input type="checkbox"/> Fire Hydrants (FCPO-PFHVD) |
|--|---|



- | | |
|---|--|
| <input type="checkbox"/> Fireworks Display (FCPO-FWDI) | <input type="checkbox"/> Pyrotechnic Special Effects Material (FCPO-PYROT) |
| <input type="checkbox"/> Fireworks Stand (FCPO-FWST) | <input type="checkbox"/> Pyroxylin Plastics (FCPO-PYROX) |
| <input type="checkbox"/> Fireworks Tent (FCPO-FWTE) | <input type="checkbox"/> Refrigeration Equipment (FCPO-REFRI) |
| <input type="checkbox"/> Flammable/Combust Liquids (FCPO-FCLIQ) | <input type="checkbox"/> Repair Garages (FCPO-REPAI) |
| <input type="checkbox"/> Floor Finishing (FCPO-FLOOR) | <input type="checkbox"/> Rooftop Heliports (FCPO-RHELI) |
| <input type="checkbox"/> Fruit & Crop Ripening (FCPO-FRUIT) | <input type="checkbox"/> Spray Operations (FCPO-SPRAY) |
| <input type="checkbox"/> Fumigation & thermal insecticidal fogging (FCPO-FUMIG) | <input type="checkbox"/> Storage of scrap tires & tire byproducts (FCPO-TIRES) |
| <input type="checkbox"/> Hazardous Materials (FCPO-HAZMT) | <input type="checkbox"/> Temp Tent/Canopy (FCPO-TENT) |
| <input type="checkbox"/> High-piled Storage (FCPO-HPS) | <input type="checkbox"/> Tire Rebuilding Plants (FCPO-TIRER) |
| <input type="checkbox"/> Hot Work (FCPO-HOTWO) | <input type="checkbox"/> Waste Handling (FCPO-WASTE) |
| <input type="checkbox"/> HPM Facilities (FCPO-HPM) | <input type="checkbox"/> Wood Products (FCPO-WOOD) |
| <input type="checkbox"/> Industrial Oven (FCPO-INDOV) | <input type="checkbox"/> Compressed Gases (FCPC-CGAS) |
| <input type="checkbox"/> Liquid/gas Fueled Vehicles or Equipment (FCPO-LPFV) | <input type="checkbox"/> Fire Alarm (FCPC-FA) |
| <input type="checkbox"/> LP Gas (FCPO-LPGAS) | <input type="checkbox"/> Fire Hydrants (FCPC-PFHYD) |
| <input type="checkbox"/> Lumber Yards & Woodworking (FCPO-LMBE) | <input type="checkbox"/> Fire Pump & Equip (FCPC-FPUMP) |
| <input type="checkbox"/> Magnesium (FCPO-MAG) | <input type="checkbox"/> Hazardous Materials (FCPC-HAZMT) |
| <input type="checkbox"/> Miscellaneous Combustible Storage (FCPO-MCSTO) | <input type="checkbox"/> Hood (FCPC-HOOD) |
| <input type="checkbox"/> Open Flame/Candles (FCPO-OPFL2) | <input type="checkbox"/> Industrial Oven (FCPC-INDOV) |
| <input type="checkbox"/> Open Flame/Torches (FCPO-OPFL1) | <input type="checkbox"/> LP Gas (FCPC-LPGAS) |
| <input type="checkbox"/> Organic Coatings (FCPO-ORGAN) | <input type="checkbox"/> Spray Booth (FCPC-SPRAY) |
| <input type="checkbox"/> Places of Assembly (FCPO-ASSY) | <input type="checkbox"/> Sprinkler System (FCPC-AFES) |
| | <input type="checkbox"/> Standpipes (FCPC-STAND) |

Part 3 - Building Code Design Data

Climatic and Geographic Design Criteria - IRC Table R301.2 (1)

Ground Snow Load	Wind speed	Selsmic Design Category	Weathering	Frost Line Depth	Termlite	Decay	Winter Design Temp	Ice Shield Underlayment Req'd	Flood Hazard	Air Freezing Index	Mean Annual Temp
*30 lbs	Ult. design speed 110 mph	D2	Moderate	12"	Slight to Moderate	Moderate to Severe	26° F	No	(a) 1980, (b) 1980	148	51.4 °F

*Minimum allowable uniform roof snow load not less than 25 psf.

- 2015 International Building Code (IBC), WAC 51-51
- 2015 International Fire Code (IFC), WAC 51-54A
- 2015 Washington State Energy Code (WSEC), WAC 51-11
- 2015 Uniform Plumbing Code (UPC), WAC 51-56 and 51-57v
- 2015 International Mechanical Code (IMC) and 2012 International Fuel Gas Code (IFGC), WAC 51-52



RECEIVED

SEP 20 2017



PROJECT APPLICATION
COMMERCIAL – BUILDING

KITSAP COUNTY
COMMUNITY DEVELOPMENT



For Departmental Use Only

Related Application #s:

Do Not Use This Application For “Over The Counter” Permitting
For “Over The Counter Permits” See <http://www.kitsapgov.com/dcd/forms/default.htm>

Please Identify the Permit Type(s) for This Project:

- | | |
|--|--|
| <ul style="list-style-type: none"> <input type="checkbox"/> Agricultural – Barn/Green House – New <ul style="list-style-type: none"> <input type="checkbox"/> New <input type="checkbox"/> Addition/Alteration <input type="checkbox"/> Amusement/Social/Recreation Building <input type="checkbox"/> Auto Service Station / Garage <input type="checkbox"/> Bed & Breakfast (5-10 guest rooms, R3-IBC) <input type="checkbox"/> Boarding House (non-owner or > 10 guest rooms) <input type="checkbox"/> Bulkhead on Waterfront <input type="checkbox"/> Cell Towers and Antennas <input type="checkbox"/> Certificate of Occupancy Revision – No Work <input type="checkbox"/> Church or Other Religious Building <input type="checkbox"/> Demolition – Structure: <input type="checkbox"/> Detention Tank – Storm Water Vault <input type="checkbox"/> Fire/Storm Damage – Same Footprint <input type="checkbox"/> Hospital or Institutions <input type="checkbox"/> Hotel / Motel | <ul style="list-style-type: none"> <input type="checkbox"/> Industrial Building <input type="checkbox"/> Mini Storage <input type="checkbox"/> Mechanical and Plumbing only <input type="checkbox"/> Multi Unit – New – 3 dwelling units or more <input type="checkbox"/> Office / Bank <input type="checkbox"/> Portable Building <input type="checkbox"/> Public Works and Utilities <input type="checkbox"/> Restaurant <input type="checkbox"/> Retaining Wall – over four (4) feet in height <input type="checkbox"/> Retail / Customer Service <input type="checkbox"/> Right of Way - Public Works <input type="checkbox"/> Tank <ul style="list-style-type: none"> <input type="checkbox"/> Fuel <input type="checkbox"/> Water <input type="checkbox"/> Liquid Propane Gas (LPG) <input type="checkbox"/> Removal <input type="checkbox"/> Temporary Building - Structure <input type="checkbox"/> Temporary Tent – Special Event <input type="checkbox"/> Tenant Improvement – Major |
|--|--|

The authorized agent/representative is the primary contact for all project-related questions and correspondence. The County will email requests and information about the application to the authorized agent/representative and will 'copy' (Cc) the owner noted below. The authorized agent/representative is responsible for communicating information to all parties involved with the application. It is the responsibility of the authorized agent/representative and owner to ensure their mailbox accepts County email (i.e., County email is not blocked or sent to "junk mail"). There may be instances where regular USPS or courier mail is used.

Property Owner:

Name: Marilyn Kipperberg
Address: 11967 Lum Vista SE Okla WA 98359
Phone #: _____ Cell Phone #: 253 225 3862
Email Address: _____

Applicant: Owner Applicant (other than owner) Authorized Agent/Representative
Name: Josiah Kipperberg
Address: 11967 Lum Vista SE Okla WA 98359
Phone #: _____ Cell Phone #: 253 225 3694
Email Address: jKipperberg@gmail.com
Note: For projects with multiple owners, attach a separate sheet with each owner(s) information and signatures.

Professional:
 Engineer Architect Surveyor Contractor
 Check if this is the Authorized Agent/Representative for this project.
Name: _____ Title: _____
License Number: _____ Liability Certificate: _____
Address: _____
Work Phone #: _____ Cell Phone #: _____
Email Address: _____

Professional:
 Engineer Architect Surveyor Contractor
 Check if this is the Authorized Agent/Representative for this project.
Name: _____ Title: _____
License Number: _____ Liability Certificate: _____
Address: _____
Work Phone #: _____ Cell Phone #: _____
Email Address: _____

Project Information:
Project Name: The Edgewooder House

Project Information:

Description of Work (include proposed uses; attach additional information if necessary, using header "Description of Work - Continued"):

The Edgewater House
Event Venue

Property Information:

Site Address: 11967 Luma Vista Ave SE Olalla

Assessor Tax Parcel Number(s): 342302-2-055-2007

Total Parcel Area: 5+

Area of Project Site (in square feet if less than 1 acre; in acres, if greater): _____

Present Zoning: R10

Present Use of Property: Venue

Access (name of street(s) from which access will be gained): Banner

Environmental Features on or near Site (show areas on site plan):

- Yes No Don't Know Marine Shoreline: _____ Shoreline Designation: _____
- Yes No Don't Know Creek or stream (name): _____
- Yes No Don't Know Lake (name): _____ Shoreline Designation: _____
- Yes No Don't Know Endangered or threatened species (identify): _____
- Yes No Don't Know Wetlands
- Yes No Don't Know Steep slopes or Geological hazard
- Yes No Don't Know Flood hazard area
- Yes No Don't Know Critical Aquifer Recharge Area

Utilities:

Water Source:

- Existing: Yes No
- Proposed: Yes No
- Well: Yes No
- Public Water: Yes No

Name of Water Provider: _____

Power:

- Existing: Yes No
- Proposed: Yes No

Name of Power Provider: PSE

Sewer:

- Existing: Yes No
- Proposed: Yes No
- Septic: Yes No
- Public Sewer: Yes No

Name of Sewer Provider: _____

Other Utilities:

- Existing: Yes No
- Proposed: Yes No

Name of Utility Provider(s): _____

NOTE: If any of the above utilities needs to be installed and disturbance will occur in a public maintained or unmaintained county road and/or Right-of-Way easement then a Right-of-Way Supplemental Application is required.

I affirm, under penalty of perjury, that all answers, statements, and information submitted with this application are correct and accurate to the best of my knowledge. I affirm that none of the activities within the location of this application violate any State or Federal laws. I also affirm that I am the owner of the subject site. Further, as owner, I grant permission to any and all employees and representative of the County of Kitsap and other governmental agencies to enter upon and inspect said property as reasonably necessary to process this application. I understand, in accordance with the Department of Community Development fee policies, the base fee is determined by an average processing time. If staff hours required to process the permit exceeds the base fee, additional charges may be incurred, and I agree to pay all fees of the County that apply to this application. I understand refunds may also be issued for those permits that require less processing time.

EXHIBIT 6 8/11

Marilyn Kipperberg
Print Name

Marilyn Kipperberg
Signature

Sept 20 2017
Date

EXHIBIT 6 9/11

17 03 955



SUPPLEMENTAL APPLICATION TENANT IMPROVEMENT – MAJOR COMMERCIAL

RECEIVED

SEP 20 2017

KITSAP COUNTY
COMMUNITY DEVELOPMENT

All fields must be filled out prior to submitting the application. Incomplete applications will not be accepted. Kitsap County Code is available online at <http://www.codepublishing.com/wa/kitsapcounty/>

Applicant Name: Marilyn Kipperberg Assessor Tax Parcel #: 342302-2-055-2007

Business/Tenant Name: The Edge Lake House

Address you are currently using for the project site (if any): 11967 Lunc Vista Ave SE Okla Wa 98379

Section 1 – General Information

Change of Tenant, Use or Business Occupancy

No Change of Tenant, Use or Business Occupancy

1. Previous tenant name: Same

Previous type of business (describe the business activities): Same

2. How long has the space been vacant? NA

3. Square Footage of Total Tenant Space: _____

(If over 4,000 square feet current fire alarm requirements must be met – see FCPC – Fire Alarm Application)

4. Existing Buildings on Property: Home and Garage

5. Are any changes to the site (footprint of building, parking, driveway, landscaping, stormwater facilities, etc.) proposed with this project?

Yes* No

*If yes, all proposed changes must be included on the site plan and in the Project Information on page 2 of this form.

6. Construction Bid: \$ 0 Mechanical Bid: \$ 0 Plumbing Bid: \$ 0



Section 2 – Uses

Skip this section if No Change of Tenant, Use, or Business Occupancy is checked under Section 1.

A. Occupancy Classifications from the International Building Code (IBC) Chapter 3 – See Section 6.

Previous Classification: Assembly A Example: Assembly (A)

Proposed Classification: Assembly A Example: Business (B)

B. Uses as listed in the Zoning Use Table in Kitsap County Code Title 17.410.040 – See Section 7.

Previous Use: Event Venue Example: Brew Pub

Proposed Use: Event Venue Example: General Office less than 4,000 sq. ft.

Present Zoning: R10

Zoning Use Table is available online at <http://www.codepublishing.com/WA/kitsapcounty/> or at DCD's Check-In Desk. Identify the designation from the Zoning Use Table:

- P – Permitted in the Zone and No Land Use Permit Required
- ACUP – Permitted in the Zone with an approved Administrative Conditional Use Permit
- C – Permitted in the Zone with an approved Conditional Use Permit Required
- -- Prohibited in the Zone

14 00208

Section 3 – Lender Information or Bonding Agency

Required if construction costs exceed \$5,000.

Lender Name or Bonding Agency: WNA Address: _____

City: _____ State: _____ Zip: _____ Phone #: _____

Section 4 – Project Information

Project narrative / description to include: scope of work, written description of any proposed business activity; including type of sales, plans for restroom usage, type of products, or food service activity, as applicable (attach additional information if necessary, using header "Project Narrative/Description – Continued"):

Event Venue

Commercial Design Standards

Is there 50% or more increase in the assessed value of the building? Yes No

*If yes, is the property located in Keyport, Kingston, Bethel Corridor, Manchester, or Silverdale and does it require consistency with commercial design district standards?

- Yes
- No
- Unsure – If unsure, contact DCD for more information

If yes, please submit "Attachment A" using header "Design District Standards Consistency" explaining how your project meets the design standards requirements.



Landscaping Information

Properties shall demonstrate a minimum of 15% of the total site landscaped to the standards set forth in Kitsap County Code Chapter 17.500.

Total square feet of subject property: Information in Habitat Management plan

Total square feet landscaped or retained in native vegetation: _____

Section 5 – Other Permits/Approvals

Does this project comply with conditions of any land use decisions?

Land use approval received? Yes No N/A or Permitted Use

Type of Permit: To locate associated permits go the County's Parcel Locator, enter the address or parcel number select *Details*, and then select *Permit Data*.

<input type="checkbox"/> CUP #	<input checked="" type="checkbox"/> ACUP #14082-020	<input type="checkbox"/> SSDP #
<input type="checkbox"/> Large Lot #	<input type="checkbox"/> Short Subdivision #	<input type="checkbox"/> Variance #
<input type="checkbox"/> Subdivision #	<input type="checkbox"/> Binding Site Plan #	<input type="checkbox"/> Other #
<input type="checkbox"/> SDAP #		

Section 6 – Occupancy Classifications from the International Building Code

Select an Occupancy Classification from this list and enter in Section 2 (A).

Occupancy Classification	Examples
Assembly (A) <i>Event Venue</i>	<ul style="list-style-type: none"> • Theatre • Restaurants/Bars/Nightclub • Art Galleries • Bowling Alley • Community Hall • Gyms • Library • Church
Business (B)	<ul style="list-style-type: none"> • Banks • Salons/Barbers • Animal Hospitals/Kennels • Medical Clinics • Dry Cleaners • Post Office • Professional Services (doctor, dentist, attorney, etc...) • Fire Departments
Educational (E)	<ul style="list-style-type: none"> • Occupied by five or more persons excluding the instructor • Education 12th grade and below • Daycare for five or more older than 2 ½ years
Factory (F)	<ul style="list-style-type: none"> • Fabrication, finishing, manufacturing, packaging, assembly or processing of combustible materials
High Hazard (H)	<ul style="list-style-type: none"> • Highly combustible, flammable or explosive materials
Institutional (I)	<ul style="list-style-type: none"> • Assisted Living • Hospitals • Mental/Drug/Alcohol Centers



EXHIBIT 7

Partial Info Request Response - Plans



Kitsap County

614 Division Street MS-36
Port Orchard, WA 98366

Information Request

(360) 337-5777

11/06/2017

17 03935

Commercial Tenant Improvement -
Major

11967 LUNA VISTA AVE SE OLALLA

Project Description: The Edgewater House - Occupancy, No Work (CUP#14 00208)

Primary Contact (Owner of Record):

kipperberg, josiah

Please Respond To:

Department of Community Development
614 Division Street MS-36
Port Orchard, WA 98366

Dear Applicant,

Thank you for your application submittal. In order to move forward reviewing your application, we need further information and/or additional items. Please follow the steps below for resubmitting your application and materials.

-> **Step 1:** Review this document.

-> **Step 2:** Collect the items to turn in, and/or information to answer. Provide notes, including page number if applicable, in the space under the column "Applicant Response" in the table for each of the items (example provided at the last page of the Information Request). All requested items are required at the time of re-submittal. At this time, electronic resubmittals are not accepted.

-> **Step 3:** Before re-submitting, ensure that you have:

- Addressed all of the items on the list. **Incomplete re-submittals will not be accepted.**
- Compiled 2 copies of each item requested. If re-submitting building plans, the 2 sets need to be to scale and full size (for example, 24" x 36" or 18" x 24").

-> **Step 4:** To re-submit your items, you will need to meet with one of our Permit Technicians during business hours- Monday through Thursday, 8am-4pm, Fridays 9am-1pm, or call our main line 360-337-5777 to request an appointment.

-> **Step 5:** If you have questions about your requested items or information please call 360.337.5777 or email help@kitsap1.com and you will be routed to the correct Permit Reviewer. **Be sure to provide your permit number with all communications.**

EXHIBIT 7 1/3



Kitsap County

614 Division Street MS-36
Port Orchard, WA 98366

Information Request

(360) 337-5777

11/06/2017

Building Code Plan Review		Applicant Response
Requested Information		Documentation Provided on Pg #
Please see Fire Marshal comments		
Environmental Review		Applicant Response
Requested Information		Documentation Provided on Pg #
The information provided in the application materials is not clear about what is being proposed. Environmental review cannot be completed without more information about existing conditions, proposed structures (if any), and all clearing, critical area buffers, and building setbacks identified on the site plan. Please see Planning/Zoning information request.		
Fire Marshal Review		Applicant Response
Requested Information		Documentation Provided on Pg #
<p>Please provided the following:</p> <ol style="list-style-type: none"> 1. The scope of the project is not clear, is this residential dwelling being converted into a commercial business? Please provide additional information concerning use of the building. 2. Please provide plans of the entire building. 3. Additional fire codes may be required based on information provided. <p>If you have questions in regards to these comments, please email Tina Turner directly at tturner@co.kitsap.wa.us</p>		
Health District Approval Processing for Building Permits		Applicant Response
Requested Information		Documentation Provided on Pg #
Please submit one original and one copy of the Accepted Health District documentation for this project.		
Planning/Zoning Compliance Review		Applicant Response
Requested Information		Documentation Provided on Pg #
<p>The information submitted is not sufficient enough for staff to determine what is being requested, or what the existing conditions on the site are.</p> <p>Please provide the following:</p> <ol style="list-style-type: none"> 1. A site plan, drawn to scale that accurately reflects all buildings, access points, property lines, critical areas etc. 2. A project narrative that explains, in detail the applicant's request. What are you specifically requesting approval for under this permit? 3. If you are requesting permit approval of a building or change in use of a building, provide a scaled drawing that accurately reflects the existing and proposed floor plans and uses of the subject building. <p>For questions regarding these requirements, please contact Holly Roberts at hroberts@co.kitsap.wa.us or call 360-337-5777 x 3255.</p>		

EXHIBIT 7 2/3



Kitsap County

614 Division Street MS-36
Port Orchard, WA 98366

Information Request

(360) 337-5777

11/06/2017

PW - Concurrency Test Review		Applicant Response
Requested Information		Documentation Provided on Pg #
Concurrency: The application is not clear on the nature of event timing, scale, or nature.		
Stormwater Review		Applicant Response
Requested Information		Documentation Provided on Pg #
The information provided in the application materials is not clear about what is being proposed.		

The following is an **example** of a worksheet filled out for an information request

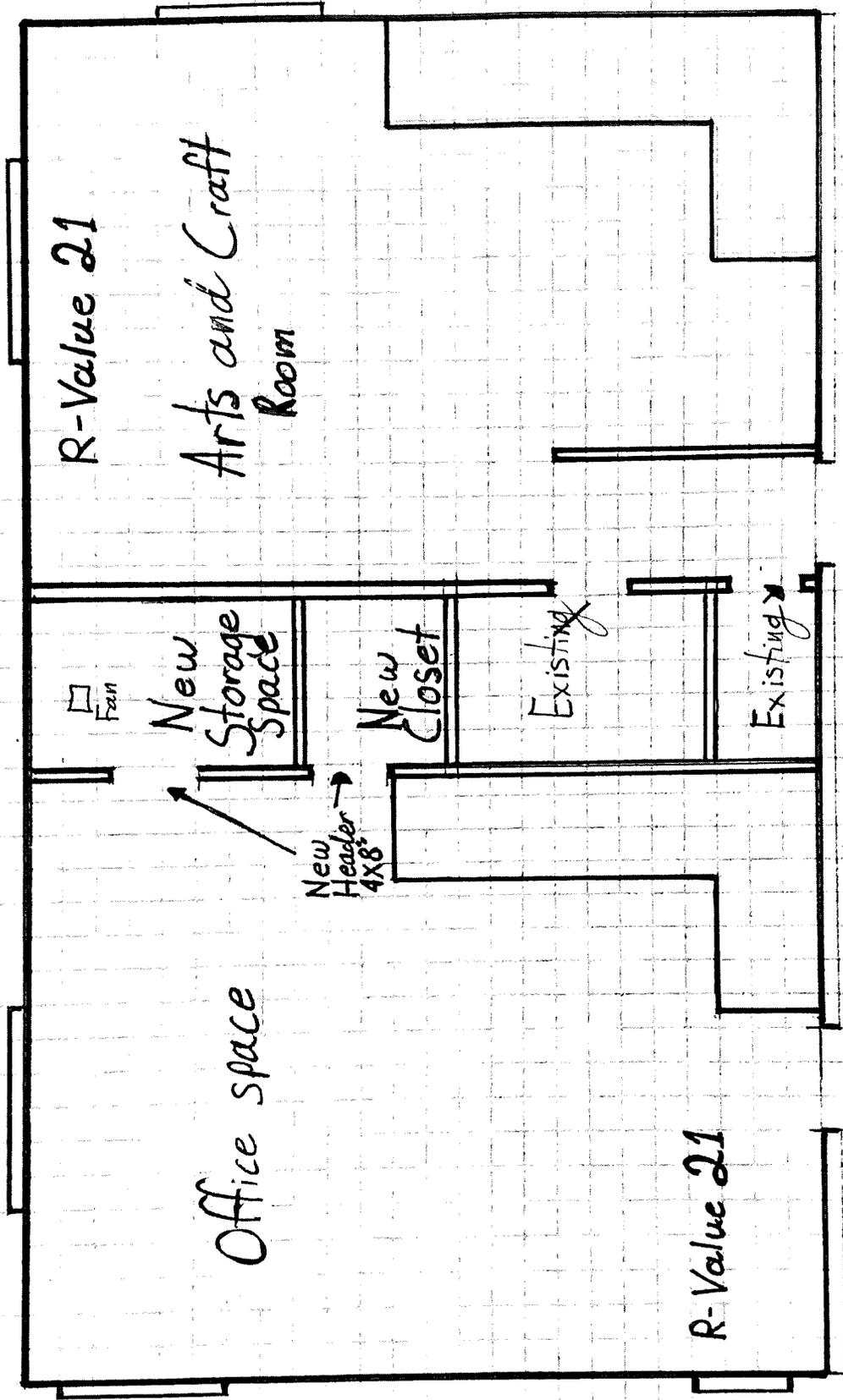
Departmental Review		
Building Code Plan Review		
Requested Information		Documentation Provided on Pg #
Please Provide/Address the Following: 1) Please complete the following forms a) Supplemental application for residential additions or major remodel projects. Section 2 - Mechanical - Will natural gas or LPG (propane) be used to heat water and heat the dwelling? 2) Specify on the plans the method used to comply with the energy code. Specify which option use i.e. option 4 furnace with AFUE of 80% or better. Specify which heating equipment will be used. Note that option 4 specifically does not permit the use of electric resistant heat. Therefore, either revise the option selected or revise the residential energy code worksheet in order to specify a compliant heating source.		Revised energy code worksheet
Environmental Review		
Requested Information		Documentation Provided on Pg # 1
Please identify the clearing limits of your proposal.		See pg 1 of site plan
Fire Marshal Review		
Requested Information		Documentation Provided on Pg # 2
The site plans indicates the structure is attached to two adjoin existing structures, if this is the case provide total square footage of all structures including all floors, garages, covered deck, etc.		Revised site plan See page 2

EXHIBIT 7 3/3

1/4" = 1 Foot

11461 Kuna Hill
AVE SE Olalla
WA 98359

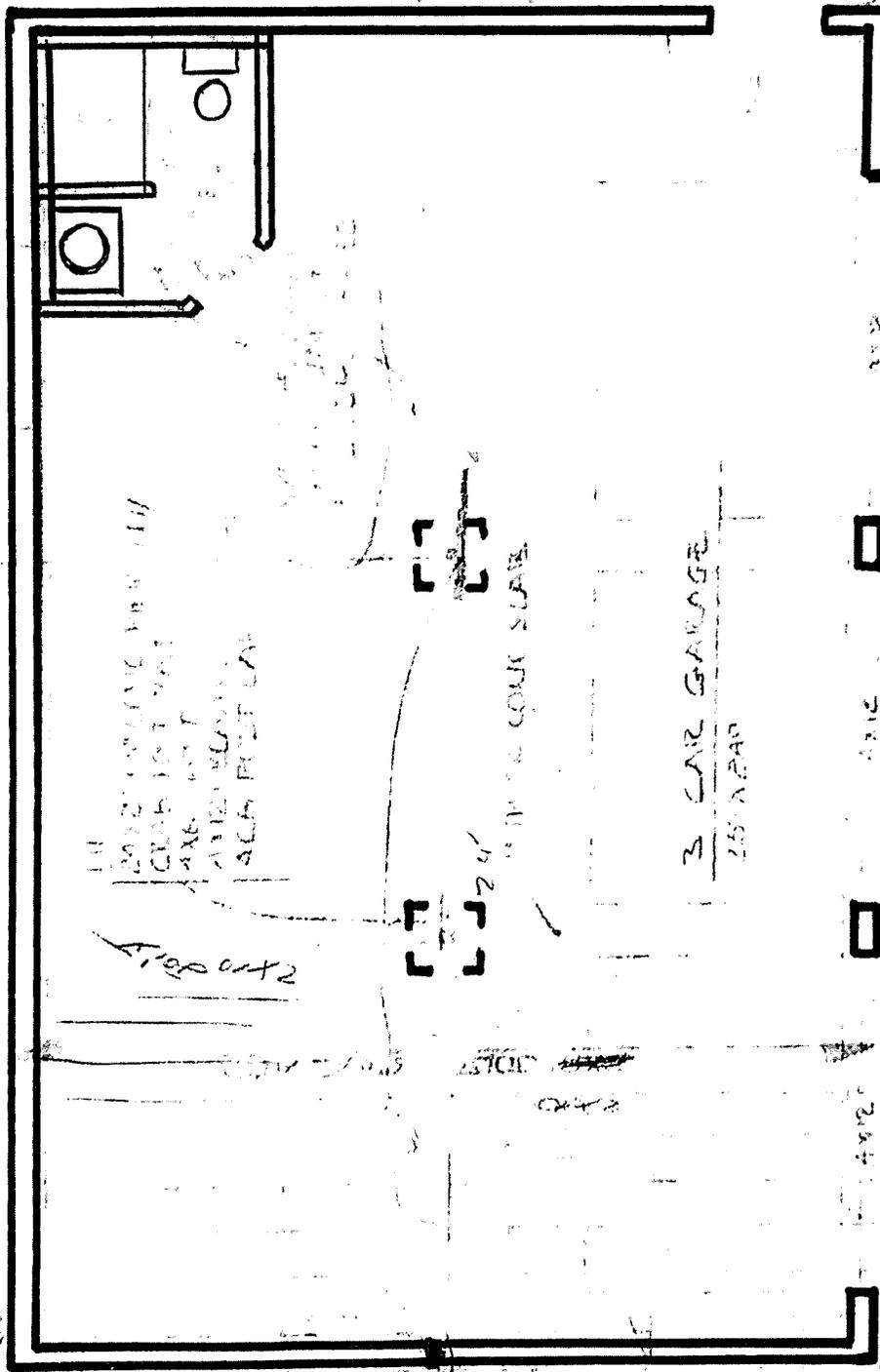
Efficient Water Heater 5c:



Main floor

EXHIBIT 8 2/4





2x10 DOOR
 2x10 DOOR
 2x10 DOOR
 2x10 DOOR
 2x10 DOOR



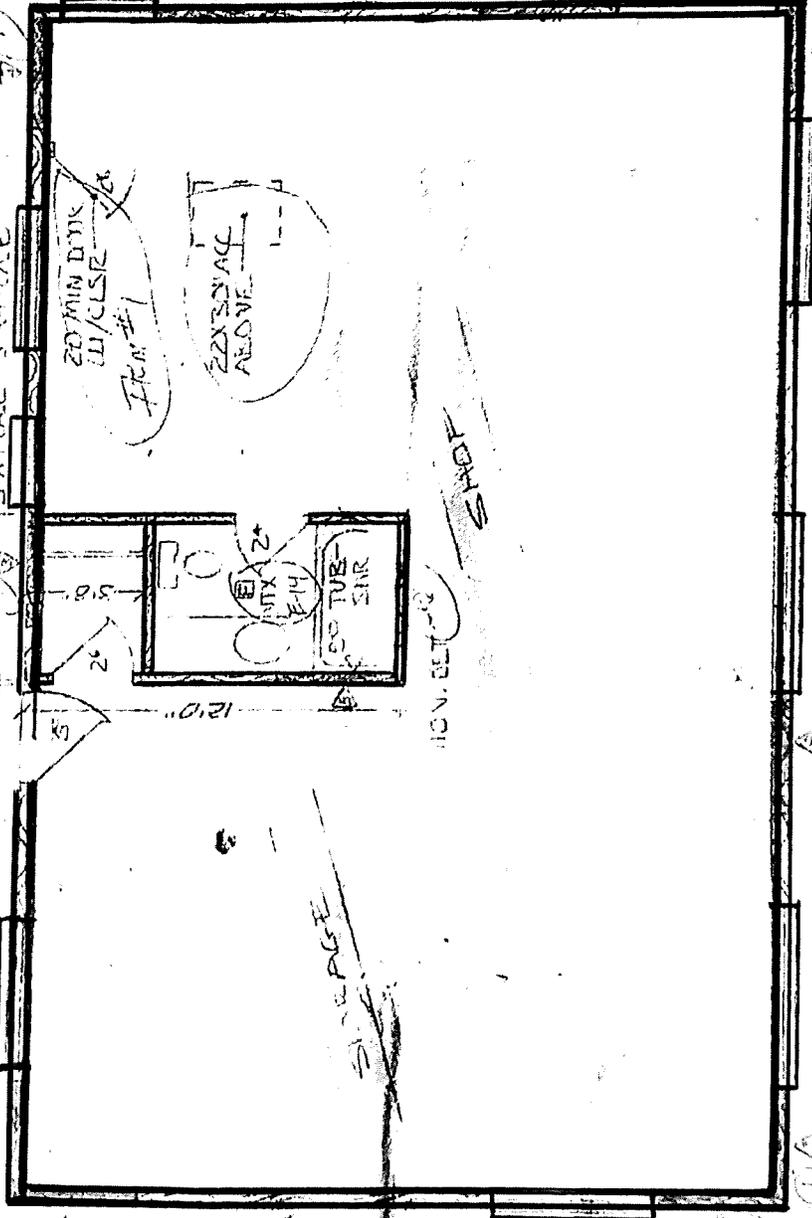
2x10 DOOR

3 CAR GARAGE
 25' x 24'

DOOR TO HALL
 DOOR TO HALL

12' x 12'

EXHIBIT 8 3/4



20 MIN DTK
 (L) / (CLR)
 FRON #1

22X32XAC
 ABOVE

20 TUBE
 SNR
 DATA 2

STORAGE

FRONT

EXHIBIT 8 4K