Road Standards Update

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KitsapCounty
Public Works - Roads

Agenda

- Schedule Review
- Introduction to Standards
- Major Changes this Update
- Workshop #1Recap
- Workshop #2 Recap
- Q/A for Public Hearing



Schedule Review

Meeting Type:	KBA Meeting	Work Study 1	Work Study 2	Public Hearing	Deliberations	**Findings of Fact**
Meeting Date:	Tuesday, 8/6/2026	Tuesday, 9/15/2026	Tuesday, 9/29/2026	Tuesday, 11/17/2026	Tuesday, 12/1/2026	**Tuesday, 12/15/2026**

OR

SEPA DNS Published 10/7/26

SEPA Comment Period end 10/21/26

Meeting Type:	KBA Meeting	Work Study 1	Work Study 2	Public Hearing	Deliberations & Finding of Fact
Meeting Date:	Tuesday, 8/6/2026	Tuesday, 9/15/2026	Tuesday, 9/29/2026	Tuesday, 11/17/2026	Tuesday, 12/1/2026

Why the Update

- Standards out of date - Last update in June of 2020
  - Several issues identified since by DCD, PW, and Development community
- Commitment made to BOCC in early 2025 to have draft update ready for discussion by end of 2025
  - Several retirements and vacancies delayed this effort.
- Vacancies filled, and efforts renewed!



What we did

- Discrepancies, omissions, and errors
- Clarifying Decision authorities of County Engineer and Fire Marshall.
- Redundant access requirements for larger developments.
- Frontage Improvement triggers for private development – historically unclear
- Figures updated to reflect modern construction practices & standards.
- Commitment for 2027
  - Refinement of Urban Design Standards
  - Complete Streets incorporation
  - Private Road Standards
  - Further clarification effort to support DCD
  - Discussion with BOCC and Advisory Committees needed



Redundant Access

Clarifying intent for two public accessible routes vs allowance for fire access to count as second route.

Section 4.1

The following general design criteria for roadway intersections and approaches shall apply:

12. A minimum of two fully open access points to existing roadways, separated by no less than half the diagonal of the property or area served, shall be required for developments that generate more than 1,000 ADT unless other mitigating measures are approved by the County Engineer and County Fire Marshal.

Frontage Improvements

County Engineer Memo

- 2025 County Engineer Memo Clarifies intent of Section 1.7 Responsibility to Provide Roadway Improvements.

DRAFT MEMORANDUM

To:

From: Joe Rutan

Subject: KCRS Responsibility to Provide Roadway Improvements Interpretation

Date: April 7, 2025

Chapter 36.75 RCW requires that County roads be established, laid out, constructed, altered, repaired, improved, and maintained by the County or by private individuals or entities authorized to perform such work under an agreement with the County legislative authority. Such work and improvements shall be done in accordance with adopted County standards under the supervision and direction of the County Engineer.

This memo serves to provide interpretation by the County Engineer on intent of the Section 1.7 Responsibility to Provide Roadway Improvements, Kitsap County Road Standards , Kitsap County Public Works, Adopted June 3, 2020. The interpretation shall be effective until clarifications to County Code or the Road Standards can be made to address existing inconsistencies or misinterpretations.

The Kitsap County Road Standards Section 1.7 Responsibility to Provide Roadway Improvements reads:

A. Any land development which will impact the service level, safety, or operational efficiency of roads serving such land development or which is required by other county code or ordinance to improve such roads, shall improve those roads in accordance with these Standards. Off-site roadway improvements shall be based on an assessment of the impacts of the proposed land development.

B. Any land development abutting existing or proposed roads shall improve the frontage of those roads in accordance with these Standards.

C. For all existing structures with remodels greater than 50 percent of the assessed value of the structure in any three-year period, then the road improvement standards apply to the entire site. Remodeling includes improvements to the interior, exterior or any combination of interior or exterior improvements to the site's structure(s) or other area(s) on-site.

D. If the development is within an area where the County has adopted by resolution a subarea plan, Complete Street Plan, and or other transportation planning study identifying higher standards, the County Engineer may require those standards.

Kitsap County Engineer interpretation of 1.7

1. Paragraph A is a carryover from the 2007 Kitsap County Road Standards Section 1.2 Application which read:
   a. Land development activity that will impact the level of service, or operational efficiency of existing roads or that is required by other County Code or ordinance to improve such roads, may be required to provide improvements in accordance with these Standards. The need for off-site improvements to existing County roads shall be based on an assessment of the potential impacts of the proposal.

Paragraph A shall be interpreted to mean:

Road improvements required to mitigate impacts identified in a land development's traffic impact study shall make improvements in accordance with the Kitsap County Road Standards. The improvements may be in the form of one of the following:

- **a. The property owner must construct the improvements necessary to mitigate the impacts, or**
- **b. The property owner must pay proportionate share of the necessary improvements prior to SDAP approval. This option is only applicable if the improvements are identified in the County 6-Year TIP, or**
- **c. The property owner must execute a legally binding agreement, in which to property owner agrees to participate without protest in any improvement district, local utility improvement district, road improvement district, transportation benefit district, or other similar entity approved by the Department of Community Development.**

Paragraph B appears to conflict with 1.7.A and 1.7.C. Since no clear definition of land development exists in County Code or the Road Standards, and it is the intent that requirements for frontage improvements be commensurate with the intensity of the land development, have a clear nexus and proportionality, 1.7.B shall not be interpreted to mean "any or all development". Until County Code is revised, or the Road Standards updated, need for frontage improvements shall follow existing county code.

Paragraph B shall be interpreted to mean:

Any land development (development triggering frontage improvements per county code), abutting existing or proposed roads shall improve the frontage of those roads in accordance with these Standards.

Paragraph C shall be interpreted to mean:

Existing structure with remodel shall mean changes to an existing structure(s) or other area(s). Changes shall not include reconstruction of an existing structure in case of demolition. Changes shall not include the addition of new structure(s) or other area(s) on a parcel or lot (ADU, shed, detached garage or barn).

Paragraph D – No changes.

Frontage Improvements

Frontage Improvement Clarification (*Section 1.7*)

- Incorporating 2025 County Engineer Clarification Draft Memo

1.7 Responsibility to Provide Roadway Improvements

A. Road improvements required to mitigate impacts identified in a new or redevelopment project traffic impact study shall make improvements in accordance with the Kitsap County Road Standards. The improvements must be in the form of one or more of the following, to be approved by the County Engineer;

a. The property owner constructs the improvements necessary to mitigate the impacts;

b. The property owner pays a proportionate share (independent of Traffic Impact Fees) of the necessary improvements prior to SDAP or similar permit type approval;

c. Other avenues may exist, to be explored during project development and review.

~~A. Any land development which will impact the service level, safety, or operational efficiency of roads serving such land development or which is required by other County code or ordinance to improve such roads, shall improve those roads in accordance with these Standards. Off site roadway improvements shall be based on an assessment of the impacts of the proposed land development.~~

B. Any land development permitted through SDAP, subdivision, or other major permit allowing for expanded trip generation use per county code, shall improve the frontage of those roads in accordance with section 1.2. Frontage improvements will at a minimum require bringing the adjacent roadway up to adopted standards unless a technical deviation is supported by the County Engineer; additional requirements may be imposed by the County Engineer upon written findings as determined through project specific assessment.

~~B. Any land development abutting existing or proposed roads shall improve the frontage of those roads in accordance with these Standards.~~

C. For all existing structures with remodels greater than 50 percent of the assessed value of the structure in any three-year period, then the road improvement standards apply to the entire site. Remodeling includes improvements to the interior, exterior or any combination of interior or exterior improvements to the site's structure(s) or other area(s) on-site.

D. If the development is within an area where the County has adopted by resolution a subarea plan, Complete Street Plan, and or other transportation planning study identifying higher standards, the County Engineer may require those standards.

Surveying Requirements

Sections 1.9 & 8.7

- Directly explains need for replacement of any destroyed or disturbed survey monuments (Section 1.9)
- Updated monument details (Figures 8-1 & 8-2)
- 8.7 Survey Control – criteria within the public roadway in accordance to federal, state, & local regulations.

8.7 Survey Control

This section applies to survey work and survey monuments associated with the design, maintenance, and construction of streets and roads in Kitsap County. The following criteria shall apply to all survey monuments within public roadways.

All existing survey monuments, which are disturbed, or destroyed during surveying, construction, or utility repair/installation; shall be replaced by a land surveyor registered in the State of Washington at the expense of the contractor, applicant, or other responsible party.

Survey monuments shall be placed or replaced by a licensed land surveyor as shown on the approved construction plans in accordance with recognized good practice in land surveying, in accordance with all applicable federal, state and local regulations.

Survey monuments are required at all road intersections, at horizontal points of curvature (PC's), horizontal points of tangency (PT's), centers of cul-de-sacs, as needed for inter-visibility, and other appropriate locations as determined necessary by the county. Monuments at PC's and PT's may be eliminated and replaced with a monument at the Point of Intersection (PI), if the PI falls within the paved roadway surface.

All monuments falling within paved roadway surface shall use Kitsap County standard monuments and cases, available through private distributors. Installation shall meet the requirements as shown in Figure 8-1 and Figure 8-2. A monument as required above shall be placed within paved roads at all points of curve, points of tangent, intersections and as needed for inter-visibility and at the intersection of road centerlines

and at the center of cul-de-sacs within plat boundaries. No monument case is required for unpaved roads except at the intersection with a paved road.

A signed and sealed statement from the applicant's land surveyor that all monuments and corners indicated on the plat or construction plans have been set and are in good condition will be required before final acceptance of the road by the County.

All permits to remove, destroy or replace monuments shall be filed with the State Department of Natural Resources pursuant to RCW 58.09.130 and WAC 332-120.
For the establishment of new monuments, a record of survey, or Plat shall be made in accordance with the Survey Recording Act, Chapter 58.09 RCW, and filed with the county auditor showing methods used to establish the monument's position.

Any "aliquot corner" (ie. section corner, and quarter corner), as described in the Public Land Survey System, shall be monumented per Washington State Statutes and stamped per the current Manual of Survey Instructions. If such a corner falls within concrete or asphalt, a monument case and cover shall be installed to protect and provide access to said corner.

Monuments placed in landscape medians or along the road shoulder shall be marked with a sign, not more than 5 feet away, with "SURVEY MARKER Do Not Disturb." Road monuments may be offset to the paved shoulder and adequately described including offset distances.

County Engineer & Fire Marshall Authority

Clarifying Decision authorities of County Engineer and Fire Marshall. (*Throughout*)

- Variances for on-street parking, cul-de-sac design, and two-way single lane roads are approved by County Engineer for Public roads and Fire Marshall for private roads.

EXAMPLES:

2.7

In residential developments, ~~a minimum of 0.5 spaces per unit shall be provided as on-street parking or in designated areas/lots outside the County right of way~~ on street parking requirements will be dictated by adopted Kitsap County Code. The designated parking or areas/lots must be located so that each residential lot served is within 300 feet walking distance of the parking. On-street parking shall be parallel parking with a minimum of 8 feet in width by 20 feet in length for end spaces, and 23 feet in length for intervening spaces. In no case shall parking reduce the road width to less than twenty feet of clear and unobstructed width, unless approved by the County Road Engineer in public roadways or Kitsap County Fire Marshal in private roadways.

3.7.1

E. A cul-de-sac shall not be longer than 700 feet measured from the centerline of the intersecting road to the center of the bulb section. Proposed exceptions to this rule shall be considered by the County Engineer for public roadways or County Fire Marshal for private roadways based on pertinent traffic planning factors such as topography, sensitive areas, and existing development. The cul-de-sac length may extend to 1,000 feet if 50 or fewer potential lots are to be served and there is provision for emergency turnaround near mid-length.

3.7.2

B. Two-way single-lane roads shall be provided with a 20-foot unobstructed paved width ~~paved to a minimum of 12 feet~~. Where the minimum unobstructed width cannot be met, a variance from the Fire Marshal for private roadways is required. There are no exceptions permitted by the County Engineer for ~~P~~public ~~R~~roadways.

Workshops Recap

Workshop #1

- Language clarification & additions
- Clarifying questions
- Ensuring public outreach
- Responses to KBA comments
- Permeable pavement & street trees discussion

Workshop #2

- Implementation of new standards
  - on going projects
  - updating Public Works staff of changes
- Adoption with interim County Engineer

2027 Items to Revisit Per Planning Commission Recommendations

- Street Tree Survival language
- Exemption clause for restoration of asphalt pavement related to roadway age and/or condition

Questions and additional Discussion



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