



Kitsap County Department of Community Development

Acceptance Letter and/Administrative Decision

May 23, 2017

Timothy J. Fry, Washington State Properties, LLC, tim.fry@lionakis.com
Michael F. Wnek, PE, mike@wnekeng.com

Interested Parties and Parties of Record

**RE: Katie's Baked Goods Facility, Site Development Activity Permit
(SDAP) 16 05121, Submittal No. 2, Plan Acceptance**

This project does not require a land use action. Because a Site Development Activity Permit is a Type II decision, a two-week appeal period is required after approval per Kitsap County Code 21.04.070. Due to this procedural requirement, after the Site Development Activity Permit is approved we will notify the interested parties. The pre-construction meeting may be scheduled after the two-week appeal period has ended.

We reviewed and accept for construction the civil site plans for the above referenced project. This permit must be issued within **12** months from the date of approval, per Kitsap County Code 12.10.055. The Site Development Activity Permit and accepted construction drawings will be issued at the pre-construction meeting. Please contact Kitsap One at (360) 337-5777 to schedule the pre-construction meeting, which will be conducted at the Department of Community Development office.

The application fee deposit for this Site Development Activity Permit includes 48 hours of permit processing, review and inspection. Hours in excess of the deposit will be charged at the current hourly rate. Any unused portion of the deposit will be refunded upon project completion. All fees must be paid prior to scheduling the final inspection.

A. The following items shall be submitted to Development Services and Engineering prior to scheduling the pre-construction meeting:

1. Provide a Certificate of Liability Insurance to remain in force until final construction acceptance is issued by the County. Specify liability insurance in the amount of not less than one million dollars combined single limit bodily injury and property damage, with a two million dollar aggregate. Include Kitsap County, its officers, and employees as additional insureds with respect to the terms and conditions of the policy. Reference **Katie's Baked Goods Facility, Site Development Activity Permit 16 05121** on the certificate.
2. Provide a performance covenant for the erosion and sedimentation control facilities referencing **Katie's Baked Goods Facility, Katie's Baked Goods Facility, Site Development Activity Permit 16 05121** on the covenant (enclosed). Please note that this covenant must be recorded with the Kitsap County Auditor's office after county review. Recording fees are \$73.00 for the first page and \$1.00 per page for

subsequent pages, and are the responsibility of the property owner.

B. Development Services and Engineering will schedule a final inspection once all of the following conditions are completed:

1. Submittal of two blackline copies of as-built plans and a reproducible mylar or scalable electronic PDF (once as-built copies have been approved). All sheets containing road and drainage plans, profiles and associated details shall be included in the as-built set. It is not necessary to include grading and erosion control plans and details. The as-built plan set shall be stamped "**RECORD DRAWING**" and shall be signed and stamped by a professional engineer or land surveyor.
2. Permanent stabilization and restoration of the project site. Final replanting may be delayed to the appropriate season, provided temporary soil stabilization measures are in place and financial security is provided to assure the completion of work.
3. Certification by the project engineer that the existing stormwater facility has been adequately maintained and is functioning as designed.
4. Certification by the project engineer that the drainage conveyance pipes and structures were installed in compliance with the accepted plans.
5. Submittal of a recorded (with the Kitsap County Auditor) Maintenance Covenant for maintenance of private storm drainage facilities located on the project site which gives Kitsap County the right to inspect the facilities and guarantees the County that the facilities will be properly maintained (enclosed).
6. Submittal, by the Project Engineer, of the Operation and Maintenance Manual for privately maintained and/or non-standard stormwater facilities.
7. Fire apparatus access roads are required and must be maintained. Any proposed revision to these roads must be submitted to, reviewed and approved by the Kitsap County Fire Marshal's Office. (IFC 503 Amended by Kitsap County). Access roads shall comply with the following:
 - a. Unobstructed width of 20 feet and height of 13 feet 6 inches.
 - b. Shall be designed and maintained to support a 60,000 pound fire apparatus and be provided with an all-weather driving surface.
 - c. Dead-end access roads exceeding 150 feet in length shall be provided with an approved turnaround.
 - d. Inside turning radius shall be a minimum of 25 feet.
 - e. Access roads shall extend to within 150 feet of all portions of the exterior walls of the first story of the structure as measured by an approved route around the exterior of the structure or facility.
 - f. Road shall not be more than 12% grade.

8. Fire flow in the amount of 1,500 gpm at 20 psi for a minimum of 2 hours is required for the project. This is based on the proposed building of 10,000 square feet and constructed of Type VB construction. A reduction in required fire flow of 50% as approved for commercial buildings is allowed when the building is provided with an approved automatic fire sprinkler system. Any changes to the structure will require a recalculation of fire flow. (IFC 507.3 Amended by Kitsap County).
9. A minimum 2 of hydrants are required and should be placed no more than 400 feet from each other, up to 600 feet if protected by a fire sprinkler system for commercial building. One hydrant shall be within 50 feet of the fire department connection (FDC). (IFC 507.5.1.1 Amended by Kitsap County).
10. A letter of water availability indicating available fire flow from the water purveyor is required to be submitted to the Kitsap County Fire Marshal's office prior to the approval of any building permits.
11. Fences and gates require co-approval by the Fire Code Official and the local Fire District. If approved, each fence or gate shall provide a clear width of 20 feet when open. Gates may be chained and locked only if they are equipped with a Rapid Access padlock. Electric gates shall be provided with a Rapid Access key-operated switch. Authorization/purchase forms may be obtained from the local Fire District. All gates that cross access roadways shall be signed "NO PARKING TOW AWAY ZONE".
12. Piping for the underground portion of the fire sprinkler has not been reviewed and is not approved on this application. A separate fire code permit shall be submitted.
13. Payment of all outstanding fees.
14. Fulfillment of all conditions of approval.

C. Please be aware of the following requirements by other agencies associated with the proposed construction:

1. An approved BSA from the Health District is required for the septic system. The Health District requires that the drainage facility shown on the BSA match the approved civil plans. Any revisions to the engineered drainage system will require resubmittal of the BSA and approval by the Health District.

THE DECISION OF THE DEPARTMENT IS FINAL, UNLESS APPEALED ON OR BEFORE 14 DAYS FROM THE DATE OF DECISION PER KITSAP COUNTY CODE 21.04.290.


The written appeal shall be made on, or attached to, an appeal form found on the Department of Community Development website:
<http://www.kitsapgov.com/dcd/forms/DocumentLibrary/applications/Appeals.pdf>.

Please note affected property owners may request a change in valuation for property tax purposes, notwithstanding any program of revaluation. Please contact the Assessor's Office at 360-337-5777 to determine if a change in valuation is applicable due to the issued Decision.

The complete case file including findings, conclusions and any conditions of approvals available for review at the Department of Community Development; if you wish to view the case file or have other questions, please contact Help@Kitsap1.com or (360) 337-5777. Please note the Department of Community Development is open Monday to Thursday from 8:00am to 4:00pm and on Friday from 9:00am to 1:00pm except holidays.

If we can be of further assistance, please contact **Jenifer Lawrence** at (360) 337-5777.

Sincerely,



Jenifer Lawrence, Project Lead

5-23-17
Date



Scott Diener, Development Services and Engineering Manager

5/23/17
Date

Cc Interested Parties: (None)