



Staff Report and Administrative Decision

Report Date: February 13, 2017

Application Complete Date: 12/12/2016

Application Submittal Date: 12/12/2016

To: **BDH Holdings LLC byrondharris@gmail.com**
Team 4 Engineering, ron@team4eng.com
Thomas & Cheryl Bergquist, tom@thebergquists.com

RE: **Permit Number: 16 05461**
Project Name: Bergquist Preliminary Approval for Short Plat Amendment
Type of Application: Preliminary Approval for Short Plat Amendment

Decision Summary:

Short Subdivision **“Amendment”** has been granted **preliminary** approval.

THE DECISION OF THE DEPARTMENT IS FINAL, UNLESS APPEALED TO THE KITSAP COUNTY HEARING EXAMINER 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 DCD’s website:
<http://www.kitsapgov.com/dcd/forms/DocumentLibrary/applications/Appeals.pdf>.

RE: **Short Subdivision “Amendment” #7389**
Permit No. 16 05461
Tax Account No. 4419-000-005-0804, 4419-000-005-0507, 4419-000-005-0606

Dear Byron:

This is to inform you that the above-referenced Short Subdivision **“Amendment”** has been granted **preliminary** approval.

This decision is in compliance with Kitsap County Code 21.04 Land Use and Development Procedures. All applicable criteria have been met for Preliminary Short Subdivision in accordance with Kitsap County Code Title 16.48 Short Subdivision.

The Department has further determined that the land segregation as it is presented in the Preliminary Short Plat, received 12/12/2016 by the Department of Community Development, conforms or will conform subject to conditions set forth in this letter, to the following:

1. Kitsap County Code Title 17 Zoning;
2. Kitsap County Code Title 12 Storm Water Drainage;
3. Kitsap County Comprehensive Plan and subarea plans;

16 05461 Bergquist Preliminary Short Subdivision "Amendment"
February 13, 2017

4. Kitsap County Critical Areas Ordinance;
5. And all other elements of the Kitsap County Code that pertain to this land segregation.

Approval is subject to the following conditions:

LAND USE

1. Adhere to all elements and requirements set forth in Kitsap County Code 16.48.
2. The following condition shall be added to the face of the Final Short Plat: Building permits issued on a lot in this Short Subdivision may be subject to impact fees pursuant to Kitsap County Code.
3. Consistent with KCC 17.435.030 Number of Required Spaces, the applicant shall include the required on-street spaces for overflow parking for property owners who reside in the short plat.
4. The Final Short Plat shall depict the offsite septic drainfield easement and shall match the Building Site Applications that have been submitted to and reviewed by the Health District.

SURVEY

1. At the time of submittal of the Final Short Subdivision a title certificate, current to within 30 days, is required. Please note or delineate on the face of the Final Short Plat all pertinent special exception items in Schedule "B" of the title certificate.
2. Proof of registration of a Homeowners' Association shall be required to be submitted with the Final Short Subdivision application materials.
3. A Covenants, Conditions & Restrictions (CC&Rs) document is required to be submitted with the Final Short Subdivision application materials. The CC&Rs shall address, at a minimum, ownership of and maintenance responsibilities for the access tract and storm drainage facilities.
4. The names of the roads in this Short Subdivision shall be approved by the County prior to Final Short Plat approval. Submit a Petition for Road Name with the Final Short Subdivision application materials. The access tract shall be labeled "Private Road Tract A", along with its road name.
5. The community drainfield shall be labeled "Community Drainfield Tract B".
6. Final Short/Large Lot/Subdivision Plat shall be prepared by a licensed Land Surveyor in compliance with KCC Title 16.

STORMWATER

1. All Stormwater conditions of the original Short Plat approval, as set forth in the Notice of Administrative Decision dated November 20, 2013, still apply. For your information, these conditions are set forth below as conditions 3-11.

16 05461 Bergquist Preliminary Short Subdivision "Amendment"
February 13, 2017

2. The following additional Stormwater condition applies to this Short Plat Amendment: All road and storm system construction shall comply with Site Development Activity Permit #13 04141, once approved, as well as with any Addendums to said Site Development Activity Permit.
3. Construction plans and profiles for all roads, storm drainage facilities and appurtenances prepared by the developer's engineer shall be submitted to Kitsap County for review and acceptance. No construction shall be started prior to said plan acceptance.
4. Approval of the preliminary short plat shall not be construed to mean approval of the total number of lots and tracts. These parameters may be required to be revised for the final design to meet all requirements of Kitsap county Code Titles 11 and 12.
5. The information provided demonstrates this proposal is a *Major Development* as defined in **Kitsap County Code Title 12**, and as such will require a Site Development Activity Permit (**SDAP**) from Development Engineering.
6. Stormwater quality treatment, and erosion and sedimentation control shall be designed in accordance with Kitsap County Code Title effective at the time the Preliminary Short Subdivision application was deemed complete (September 22, 2010). The submittal documents shall be prepared by a civil engineer licensed in the State of Washington. The fees and submittal requirement shall be in accordance with Kitsap County Ordinance in effect at the time of SDAP application.
7. The site plan indicated that greater than 1 acre will be disturbed during construction. This threshold requires a National Pollutant Discharge Elimination System (NPDES) Stormwater Construction permit from the State Department of Ecology. More information about this permit can be found at: <http://www.ecy.wa.gov/programs/wq/stormwater/construction/> or by calling Josh Klimek at 360 407-7451, email Josh.klimek@ecy.wa.gov. This permit is required prior to issuance of the SDAP.
8. The owner shall be responsible for maintenance of the storm drainage facilities for this development following construction. Before issuance of Occupancy Permits for this development, the person or person holding title to the subject property for which the storm drainage facilities were required shall record a Declaration of Covenant that guarantees the County that the system will be properly maintained. Wording must be included in the Covenant that will allow the County to inspect the system and perform the necessary maintenance in the event the system is not performing properly. This would be done only after notifying the owner and giving him a reasonable time to do the necessary work. Should County forces be required to do the work, the owner will be billed the maximum amount allowed by law.

16 05461 Bergquist Preliminary Short Subdivision "Amendment"
February 13, 2017

9. Kitsap County will not be responsible for any damage to any private roads, tracts, and/or easement areas that may occur during necessary maintenance activities and that in Kitsap County's judgment occur, in whole or in part, because of any construction materials or techniques, or any maintenance material or techniques. This includes, but is not limited to, damage to pavement or vegetated areas caused by maintenance trucks.
10. The impervious area per lot accounted for in the overall drainage facilities installed shall be indicated on the face of the final short plat. Additional impervious surfaces created on an individual lot beyond the amount accounted for in the overall drainage facilities shall be mitigated in accordance with Kitsap County Code Title 12.
11. A Hydraulic Project Approval (HPA) may be required for the storm outfall. Prior to SDAP approval, the applicant shall submit an approved HPA from the Washington State Department of Fish and Wildlife (WDFW) or documentation from WDFW specifying that an HPA is not required.

TRAFFIC

1. At Building Permit Application, submit (KCPW Form 1601) for issuance of a Concurrency Certificate as required by KCC Section 20.04.030 Transportation Concurrency.
2. The following note shall appear on the face of the final plat map. "All interior roads shall remain private as proposed by the applicant."
3. All rights of access for adjoining properties currently in existence shall be preserved (and documented on the face of the final short plat). Any amendment to the existing easement rights of adjoining property owners shall be properly executed and recorded prior to **final short plat acceptance**.
4. Sidewalk ramps shall conform to the current requirements of the Americans with disabilities Act per WSDOT standard plans at the time of construction.
5. Road frontage improvements consisting of curb, gutter, and sidewalk shall be constructed along the north property lines fronting Daring Rd NW. Frontage improvements shall meet KCRS and address associated stormwater mitigation improvements.
6. Any required sidewalk shall be constructed prior to roadway paving. This note shall appear on the face of the final construction drawings.
7. All lots shall access from interior road only. This note shall appear on the face of the final short plat.
8. The hammerhead shall be designed to accommodate a SU design vehicle. The

16 05461 Bergquist Preliminary Short Subdivision "Amendment"
February 13, 2017

wheel path of the design vehicle shall remain within the paved area for all required movements.

9. The property owners shall be responsible for maintenance of all landscaping within the existing and proposed right-of-way including any structures other than roadway. Storm drainage facilities, and traffic signage. Maintenance shall include, but not be limited to, mowing of lawn areas. A note to this effect shall appear on the face of the final short plat map and the accepted construction plans. In addition, Development Engineering reserves the right to require that covenants be recorded to address special maintenance requirements depending on final design.
10. Provide surveyed cross-sections at 25-foot intervals along the parcel frontage on Darling Rd MW. The cross-sections should show existing and proposed pavement, shoulders, ditched and slopes. The cross-sections should also depict centerline of pavement and right-of-way, the right-of-way lines, and easements.
11. Submit plans for construction of the road approach between the edge of existing pavement and the right-of-way line at all intersections with county rights-of-way. Approaches shall be designed in accordance with the Kitsap County Road Standards as established in Chapter 11.22 of the Kitsap County Code. Existing approaches may be improved to meet current standards.
12. The developer's engineer shall certify that there is adequate entering sight distance at the intersection of the site access and Darling Road NW. Such certification shall note the minimum required sign distance, the actual sight distance provided, and a sight distance diagram showing the intersection geometry drawn to scale, topographic and landscaping features, and the sight triangle.
13. Any work within the County right-of-way shall require a Public Works permit to perform work on county right-of-way and possibly a maintenance or performance bond. This application to perform work in the right-of-way shall be submitted as part of the SDAP process. The need for and scope of bonding will be determined at that time.

FIRE MARSHAL

1. The minimum fire flow requirements for one and two family dwellings in subdivisions shall be 500 gallons per minute for thirty (30) minutes. One and two family dwellings 5000 square feet or greater are also required to provide water for fire protection in the amount of 500 gallons per minute. However, they may use fire protection credits as listed in Table B103.3 to meet fire flow requirements, provided the total fire protection credits equal or exceed 500 gallons per minute. EXCEPTIONS: 1) In areas where full fire flow is impractical, a residential sprinkler system may be substituted. 2) Permits for single family dwellings, manufactured, mobile, and modular dwellings on an existing lot less than 5000 square feet.

16 05461 Bergquist Preliminary Short Subdivision "Amendment"
February 13, 2017

2. 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 Marshall's Office. 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 routed around the exterior of the structure or facility.
 - f. Road shall not be more than 12% grade.
3. Waterline size and location and the location of fire hydrants must be shown on SDAP Plans. A letter of water availability indicating available fire flow from the water purveyor is required to be submitted to the Kitsap County Fire Marshall's Office prior to final SDAP or the approval of any building permits.
4. Fire Department access roads shall be posted with approved signs or marked as follows: All curbs shall be painted red on the sides and top, and shall be labeled with 4-inch high white lettering at 25-foot intervals with the words "NO PARKING TOW AWAY ZONE."
5. The Final Short Plat shall indicate that the Access Road Tract is for the purpose of access, utilities and emergency vehicle access.

HEALTH DISTRICT

1. The short plat shall be served by two (2) community septic systems.
2. City of Bremerton will provide potable water to the proposed lots.

WASTEWATER

1. The project will use an on-site septic system (LOSS). Plans for future connection to Kitsap County sanitary sewer will require approval by Kitsap County Public Works Wastewater Division.

SOLID WASTE

1. Prior to SDAP approval, Waste Management (360) 674-3166 shall be contacted for information on implementing the solid waste/recycling storage requirements Influenced by the service provider for the project. Pay particular attention to the access requirements of collection trucks. Provide documentation from the solid waste/recycling service provider that their requirements for this project have been met.

16 05461 Bergquist Preliminary Short Subdivision "Amendment"
February 13, 2017

Preliminary approval of this Short Subdivision will automatically expire five (5) years from the date of this letter. However, upon written request to the Department of Community Development by the original applicant and the current owner(s) of the subject property, at least thirty (30) days prior to expiration, a six (6) month extension may be granted.

Preparation of the Final Short Plat shall be done in accordance with Kitsap County Code 16.48. All applicable conditions of preliminary approval must be addressed with the submittal of Final Short Subdivision application. Submittals that do not address all conditions will be considered incomplete and returned without review. All of the above relevant conditions and any/all building setbacks and buffers established as conditions of approval must appear on the Final Short Plat.

If you have any questions or comments regarding this letter, please feel free to contact **Peggy Bakalarski** for Survey matters; **Candy Vickery** for Stormwater and Traffic matters; **Jeff Smith** for Land Use matters; **Jackie Blackwood** for Fire Marshal matters; or **Michael Brooks** for Wastewater matters, all of whom can be reached at (360) 337-5777. Please contact **John Kiess** for Health District matters at (360) 337-5285.

When you are ready to submit the Final Short Subdivision application, please call Kitsap 1 at (360) 337-5777 for a submittal appointment.

Please refer to our website at www.kitsapgov.com/dcd/ for permit status information. This information is no longer available by e-mail or telephone. The current fee schedule and counter-complete submittal checklists can also be found at our website to assist with submittal of your Final Short Subdivision application.



Peggy Bakalarski, Project Lead

2.13.17
Date



Scott Diener, Development Services and
Engineering Manager

2.13.17
Date

CC: DCD File 16 05461