



KITSAP COUNTY DEPARTMENT OF COMMUNITY DEVELOPMENT

614 DIVISION STREET MS-36, PORT ORCHARD WASHINGTON 98366-4682
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BRUCE FREELAND, DIRECTOR

STAFF REPORT

ADMINISTRATIVE DECISION

Date: November 21, 2001

Application Date: September 6, 2001

Project: Mile Hill Business Park Division I

Type of Application: Site Plan Review

Request:

The request is for Site Plan Review to construct two (2) 5,000 square foot buildings for manufacturing, distribution wholesaling. This will be equal to nine units at approximately 1,000 square feet for each unit.

Project Location:

The subject properties are located south of SE Mile Hill Drive, south of the Collins Plumbing Shop located at 4590 SE Mile Hill Drive.

Assessor's Account #: 312402-1-072-2000 and 312402-1- 071-2001

Applicant:

Eric Janaszak D.M.D.
4586 SE Mile Hill Drive
Port Orchard, WA 98366

Project Representative:

Mel Holgerson P.E.
713 Bay Street
Port Orchard, WA 98366

Owner of Record:

Same as Applicant

SEPA Status:

Pursuant to WAC 197-11-340, a Determination of Nonsignificance was signed by the Responsible Official on October 18, 2001.

Physical Characteristics:

The subject properties are regular shaped similar to a square; appear to be flat, and located south of SE Mile Hill Drive. The subject properties were created through a commercial short plat almost concurrently with the Site Plan Approval of the Janaszak Dental Clinic. The applicant is proposing to comply with the site plan review requirement for 15% of the lot area to be in landscaping.

Existing Zoning:

Highway/Tourist Commercial

Minimum Setbacks = 20-feet front yard
= 10-feet side yard
= 20-feet rear yard (bordering Residential)

Comprehensive Plan Designation:

Commercial

Surrounding Land Use and Zoning:

The subject property is adjacent to Highway/Tourist Commercial on the west and east of the property. There are several single-family units located on Urban Low Residential (5 to 9 dwelling units per acre) zoned land to the south.

Public Utilities:

Water: Annapolis Water District
Power: Puget Sound Energy
Sewer: Karcher Sewer District

Transportation:

The property receives full access off Mile Hill Drive that is classified by the County as a Principal Arterial.

Off-Street Parking:

It is anticipated that the commercial operation will have normal hours of operation. The applicant is proposing office space approximately 180-square-feet per unit. The applicant is applying the Industrial warehouse standard for off-street parking. It is anticipated that any company vehicles will be parked inside the buildings. One space for two employees is required, with one space for 300 square feet. Because of the proposed 180 square-foot office area per space that would be equal to 1.5 per unit is required.

The applicant is proposing two off-street parking spaces per unit consistent with the parking standards.

Public Services:

Police: Kitsap County Sheriff
Fire: Fire Protection District No.7
Schools: South Kitsap School District

Policies and Regulations Applicable to the Subject Proposal:

1) *Kitsap County Zoning Ordinance* (February 15, 1999)

Section 110 Definitions
Section 335 Highway/tourist Commercial
Section 355 Commercial Zone Use Table
Section 410 Site Plan Review
Section 430 Off-Street Parking and Loading

2) *Kitsap County Stormwater Management Manual and Ordinance* (April 1, 1997)
3) *Kitsap County Land Use and Development Procedures Ordinance* (May 18, 1998)
4) *Kitsap County Comprehensive Plan* (May 7, 1998)

Analysis:

County Health District: A letter dated 10/05/01 recommends approval with conditions.

County Development Engineering/
Public Works: A memorandum dated 10/15/01 recommends approval, subject to conditions, from the Engineering, Stormwater, Traffic/Transportation, Wastewater, and Solid Waste Divisions.

County Fire Prevention Bureau: A memorandum dated 10/9/01 recommends approval, with conditions.

Public Input: No comments received to date.

Conclusions:

The request is for Site Plan Review to construct two (2) 5,000 square foot buildings for manufacturing, distribution wholesaling. This will be equal to nine units at approximately 1,000 square feet for each unit. The application for site plan review is to allow retail sales of products, such as custom fabricated, processed, assembled, installed, repaired or printed on the premises within an entirely enclosed building.

The Mile Hill Business Park development is proposed to be constructed in two phases. In addition, the applicant is proposing to integrate the property to the east, formally called Millie's Tux Shop with a similar type of commercial development. The applicant purchased the property had problem with vagrants and requested to have the building demolished. Has been proposed to have both projects to have mutual access points on Mile Hill Drive, shared fire flow and similar building designs. A pre-application meeting has been held for phase-II and the application is expected to be submitted within the near future.

The proposed development/use is one permitted within the subject zoning designations and complies with all of the applicable provisions of this Ordinance and all other applicable regulations, including prescribed development/performance standards and all applicable development standards and design guidelines.

The proposed development would be harmonious and compatible with existing and future developments within the land use designation and general area.

The subject site is physically suitable for the type, density and intensity of the use being proposed.

Appropriate provisions have been made for the public health, safety and general welfare for open spaces, drainage ways, streets or roads, alleys and other public right-of-ways, transit stops, potable water supply, sanitary waste, parks and recreation, playgrounds, schools and all other relevant facts, including: sidewalks or other planning features that ensure safe walking conditions for students who walk to and from school.

The location, size, design and operating characteristics of the proposed development/use would not be detrimental to the public interest, health, safety, or welfare of the County.

Decision:

Based upon the above findings, the Site Plan Review request for Mile Hill Business Park (Phase-I) is approved, subject to the following conditions:

1. Final Approval is subject to the applicant demonstrating the ability to meet the conditions as set forth herein. Final approval is subject to review of the following elements of the preliminary Site Plan Approval, to include the following conditions:
 - a. Site Plan/Civil Construction Plan Review.
 - b. Final Landscape Plan shall meet the minimum Code requirements for sizes, spacing and treatment of landscape beds consistent with Section 17.385.
 - c. Landscaping is required to be installed prior to Final Certificate of Occupancy of the buildings. If this cannot be installed at that time, the landscaping can be bonded for 150% of the cost of materials and labor.

2. All requirements of the Bremerton–Kitsap County Health District for this project shall be adhered to.
3. The applicant shall adhere to all requirements of the Kitsap county Fire Marshal's Office that includes the following:

The following conditions have been noted as a result of the technical review of the above project for fire protection purposes:

- a. Fire flow is required. Fire hydrants shall have a minimum flow of 2250 gallons per minute for two hours at 20 psi, based on total floor area of 5625 square feet for the largest building of Type V-N (unprotected wood-frame) construction. The fire flow may be reduced with higher type building construction or with the addition of an automatic sprinkler system. The Fire Flow System shall meet all requirements of Kitsap County Building Code
- b. Fire apparatus access roads shall be provided when any portion of the facility or any portion of an exterior wall of the first story of the building is located more than 150 feet from fire apparatus access as measured by an approved route around the exterior of the building or facility.
- c. A full automatic fire alarm system is required for buildings greater than 4000 square feet or for special occupancies such as a daycare center with an occupant load greater than 50, hazardous materials, etc.
- d. A Site Plan Development Receipt is required to be signed by the local fire district and the water purveyor prior to Building Permit and Site Development Activity Permit submittals. Copies of the enclosed Site Plan Development Receipt should be attached to a set of site plans to Kitsap County Fire District #7 and Annapolis Water District who will sign the document to acknowledge receipt of a set of plans and return the original receipt. The applicant or representative then submits the original receipt or a copy of the receipt to Kitsap County Fire Marshal's Office (KCFMO). The jurisdiction will send a copy of the receipt to KCFMO with any comments or concerns.
- e. A Kitsap County Unified Hazardous Materials Plan (KCUHMP) will be required for your project due to the amount of hazardous materials in the business. A complete listing of each hazardous material, Material Safety Data Sheets, quantities of each material to be used and stored, and a description of the operation will be required at the time of building permit application. A copy of the KCUHMP is enclosed, and an electronic version is available.
- f. Separate Fire Code Permits may be required to maintain, store, use or handle materials, or to conduct processes, which produce conditions hazardous to life or property.

- g. Other special conditions noted here:
- i. The site plan cannot be approved as presently depicted in the plans received September 6, 2001. The turning radius is not adequate for the turning of fire apparatus in commercial projects where the use of an aerial ladder is required. The minimum inside radius to allow for adequate turning on a two-way road is 35 feet and the width is 20 feet.
 - ii. One hydrant is shown for the site, and three hydrants are required based on the fire flow of 2250 gpm for construction of Type V-N. Applicant indicated building may be of Type II-N construction, which would lower fire flow to 1500 gpm at 20 psi for two hours, and two hydrants would be required.
 - iii. No parking signs are acceptable in lieu of curb marking when curbs are not to be provided. Signs shall be placed as appropriate to prevent parking in any required apparatus access.
 - iv. Separate addresses shall be assigned by the DCD addressing technician for each building. The address noted in the application is not to be used for this project.
4. The requirements of Development Engineering and Public Works shall be met, including the following:
- a. We have reviewed the above land use proposal and find the concept supportable in its approach to civil site development. A site evaluation was conducted on October 9, 2001. These comments are based on a review of the Final Drainage Report and Site Plan stamped received September 6, 2001 to Kitsap County Development Engineering.
- Development Engineering accepts the concepts contained in this preliminary submittal and requires the following conditions as an element of the land use approval:
- b. 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.

STORMWATER

- c. 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.

- d. Stormwater quantity control, quality treatment, and erosion and sedimentation control shall be designed in accordance with **Kitsap County Code Title 12** or as amended at the time of SDAP application. A civil engineer licensed in the State of Washington shall prepare the submittal documents. The fees and submittal requirements shall be in accordance with Kitsap County Ordinances in effect at the time of SDAP application.
- e. Should the proponent propose phasing of the project, a phasing plan shall be submitted to Development Engineering for review and approval. The phasing plan shall, as a minimum, address the following items:
 - o Time tables indicating the anticipated time between initial site grubbing/grading activity and the completion of construction, including site stabilization of that specific phase.
 - o The extent of drainage improvements to be installed during the various phases.
- f. The owner(s) shall be responsible for maintenance of the on site storm drainage facilities for this development following construction. Before issuance of Occupancy Permits for this development, the person(s) 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.

TRAFFIC AND ROADS

- g. At final application (SDAP or Building Permit), Form 1601 and ten percent of the original Capacity Reservation fee will be required for issuance of a Concurrency Certificate.

SURVEY

- h. According to Kitsap County Code 16.48.290 an Amendment to Short Subdivision No. 7159 is required for the addition of the proposed easements, together with a Boundary Line Adjustment with that portion of the parcel to the east of Lot D of Short Subdivision No. 7159 which is proposed for building, parking and driveway.

WASTEWATER

- i. County sanitary sewer is not available for this project.

SOLID WASTE

- j. Contact the solid waste service provider (Brem-Air Disposal @ 479-1755) for information on implementing the solid waste/recycling storage requirements influenced by the service provider (e.g. dumpster size and location) 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.
- k. Show solid waste dumpster location, method for securing the enclosure gates in an open position and pad sizes on the civil plans submitted for approval. Details of the enclosure, including interior dimensions, building materials and lighting must be included with the civil plans prior to final approval.
- l. These details may be architectural drawings attached to the civil plans. Provided area must accommodate a minimum 6-yard dumpster.
- m. Provide at least 150 square feet of exterior recyclable materials storage space for the project.
- n. Describe collection containers and show their locations, method for securing the enclosure gates in an open position and pad dimensions on the civil plans submitted for approval. Details of the enclosure, including interior dimensions, building materials and lighting must be included with the civil plans prior to final approval. These details may be architectural drawings attached to the civil plans.

This Administrative Decision issued on _____ . This Decision of the Director of the Kitsap County Department of Community Development may be appealed to the Kitsap County Hearing Examiner pursuant to Section 120 of the *Kitsap County Land Use and Development Procedures Ordinance (May 18, 1998)*. Appeals must be filed with the Department of Community Development by the close of business on _____ .

cc: Eric Janaszak D.M.D., 4586 SE Mile Hill Drive, Port Orchard, WA 98366
Mel Holgerson P.E., 713 Bay Street, Port Orchard, WA 98366
Interested Parties: None
Bremerton-Kitsap County Health District, MS-30
Kitsap County Parks & Recreation Dept., Joseph Coppo, MS-6
Kitsap County Development Engineering / Public Works
DCD Staff Planner Jeff Smith
DCD Code Enforcement
DCD Silverdale Annex
Clerk of Hearing Examiner
DCD File

DCD Building Permit File