



## KITSAP COUNTY DEPARTMENT OF COMMUNITY DEVELOPMENT

614 DIVISION STREET MS-36, PORT ORCHARD WASHINGTON 98366-4682  
(360) 337-5777 FAX (360) 337-4925 HOME PAGE - [www.kitsapgov.com/dcd/](http://www.kitsapgov.com/dcd/)

Larry Keeton, Director

### NOTICE OF ADMINISTRATIVE DECISION

September 15, 2011

To: Interested Parties and Parties of Record

RE: Project Name: Soyat-Halvorsen Homestead Trust Short Subdivision  
Application: Short Subdivision #7402  
File Number: LIS#11 97692

Enclosed is the Administrative Decision issued by the Kitsap County Department of Community Development (DCD) for the above referenced application.

**THE DECISION OF THE DEPARTMENT IS FINAL, UNLESS APPEALED TO THE KITSAP COUNTY HEARING EXAMINER BEFORE THE CLOSE OF BUSINESS ON SEPTEMBER 29, 2011.**

Pursuant to the Kitsap County Land Use and Development Procedures, an appeal may be filed objecting to the Department's Decision. An appeal must be made in writing, and received by the Department of Community Development (DCD). At the time of filing the appeal, the appellant shall pay the sum of **five hundred dollars (\$500.00)**. This fee is non-refundable and subject to change. Make check payable to Kitsap County Department of Community Development (DCD).

The written appeal shall be made on, or attached to, an appeal form provided by DCD, and shall contain the following information.

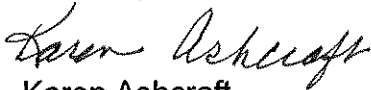
1. The project name, project applicant, application type, and file number designated by the County;
2. The name, address, and signature of each appellant. If multiple parties file a single appeal, the appeal document shall designate, in writing, one party as the contact representative for all contact with the DCD Director and the Office of the Hearing Examiner. All contact between the County and the appellants regarding the appeal, including notices, shall be through this contact representative; and
3. A written statement of the specific aspect(s) of the Decision and/or SEPA determination being appealed, the reasons why each is in error as a matter of fact or law, and the evidence relied upon to prove the error.

Notice of Administrative Decision – Soyat-Halvorsen Homestead Trust - Short  
Subdivision  
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The complete application file will be available for review at the Department of  
Community Development, Monday through Thursday, except holidays, from  
10:00 a.m. to 4:00 p.m. by appointment only. You may make an appointment by  
calling me at (360) 337-4487.

If you have questions, please contact me at (360) 337-4487 or Candy Mursell at  
(360) 337-5777.

Sincerely,



Karen Ashcraft  
Clerk of the Examiner

C: Soyat-Halvorsen Homestead Trust, Jeffrey D Soyat, Trustee, 27723 NE  
142<sup>nd</sup> PL, Duvall, WA 98019  
Lisa V Clark, PO Box 691, Manchester, WA 98353  
Gregory A Boeh, PLS, NL Olson & Associates, PO Box 637, Port Orchard,  
WA 98366

Interested Parties:  
(None)



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Larry Keeton, Director

September 14, 2011

Lisa V. Clark  
P.O. Box 691  
Manchester, WA 98353

**RE: Short Subdivision # 7402**  
**Permit No. 11 97692**  
**Tax Account No. 222402-2-030-2000**

Dear Ms Clark:

This is to inform you that the referenced Short Subdivision 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 May 11, 2011 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;
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. The property owner shall secure a Demolition (Demo) Permit from the Department of Community Development for removal of the single family residence that is located over the property line proposed between Lots B & C. Said residence shall be removed prior to recording of the final short subdivision.
4. The following condition shall appear on the face of the plat: Each lot and all development within the short subdivision shall comply with Manchester Village Low Residential (MVLRL) dimensions requirements at Kitsap County Code (KCC)

**Soyat-Halvorsen Short Subdivision #7402, Permit #11 97692**

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17.382.090 or as amended. Maximum height is limited to 28 feet unless compliance with an exception at KCC 17.382.110(A)(14) is demonstrated. Maximum impervious surface coverage is limited to 50% for all lots.

***SURVEY***

5. 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.

***STORMWATER***

6. This project is located in a census area and is allowed a combined total of 5,000 square feet of impervious area. The three new lots will create over 5,000 square feet of new impervious area and meets the definition of a Major Development (Kitsap County Code Title 12,08.010 #42). Major Developments require a Site Development Activity Permit (SDAP) prepared by a licensed civil engineer, in accordance with Chapter 1 of the Kitsap County Stormwater Design Manual (KCSDM).
7. The required SDAP shall be approved, issued and obtain an acceptable final inspection prior to recording the Final Short Plat.

***ENVIRONMENTAL***

8. Required wetland buffers shall be maintained and delineated on the face of the Final Short Plat, along with associated setbacks.

***FIRE MARSHAL***

9. 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.

***WASTEWATER***

10. Kitsap County sanitary sewer currently serves the project parcel. The project will have additional impacts on the sewer system and will be assessed fees during the SDAP review.

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

**Soyat-Halvorsen Short Subdivision #7402, Permit #11 97692**

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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 Candy Mursell for Survey matters; Bill Noerenberg for Stormwater matters; Meg Sands for Land Use matters; Steve Heacock for Environmental matters; Jackie Blackwood for Fire Marshal matters; or Michael Brooks for Wastewater matters, all of whom can be reached at (360) 337-5777.

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

Please refer to our website at [www.kitsapgov.com/dcd/](http://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.

Sincerely,



Jim Barnard, PLS  
Development Engineering  
Department of Community Development

Copy to: Gregory A. Boeh, PLS – N.L. Olson & Associates  
Soyat Halvorsen Homestead Trust, Jeffrey D. Soyat, Trustee  
File