



KITSAP COUNTY DEPARTMENT OF COMMUNITY DEVELOPMENT

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Larry Keeton, Director

STAFF REPORT

RECOMMENDATION TO THE HEARING EXAMINER

Date: January 14, 2010

Application Date: August 20, 2009

Project: Silverdale Baptist Church Expansion

Type of Application: Conditional Use Permit

Permit #:09 81809

Project Description:

The request is approval of a Conditional Use Permit to expand the existing church by constructing a separate 21,520 square foot building, 35-foot tall adjacent to the existing church building. The new building will include an auditorium with seating up to 775 people, a foyer, café, nursery facility, and kitchen. The building will be used for Sunday services, and other uses that include recreational activities and child care. The church will have the same hours of operation, with no changes to staffing and will use existing off-street parking area behind the church.

Project Location: The property is located 8278 Highway 303 NE, within the Bremerton Urban Growth Area, Central Kitsap Commissioner District # 3.

Assessor's Account #: 242501-3-007-2005 and 242501-3-007-2104

Applicant and Owner of Record:

Silverdale Baptist Church
8278 Highway 303 NE
Bremerton, WA 98311

Engineer:

Paul Wandling
PO Box 305
Tracyton, WA 98393

Project Representative

Phil Frisk
PWF Architecture
414 Olive Way, Suite 211
Seattle, WA 98101

State Environmental Policy Act (SEPA) Status:

Pursuant to WAC 197-11-340, the Responsible Official signed a Determination of Nonsignificance October 26, 2008.

COMMENTS: The SEPA comment period previously occurred concurrent with the Notice of Application dated 10/05/2009. The proposed expansion of the existing church by 21,520 square feet into the existing parking area is considered a minor project. The project will use existing off-street parking located behind the church.

Physical Characteristics:

The subject property is rectangle shaped, approximately 10.6 acres in size. The property is located on the east side of State Highway 303 NE, north of NE Winters Road (the nearest cross street). Kitsap resource maps show the site with a Moderate Geological Hazard area overlay with slopes from the east to the northwest, with approximate elevation change of 100 feet. There is a slope 8 to 10 feet slope down to the highway along the front of the property that includes trees, grass, and recently approved church sign. There are 294 existing off-street parking spaces on the site.

The existing building is approximately 23,000 square feet and including existing portables, the total is 25,000 square feet. Approximately, 3.14 acres east of the parking field is still undisturbed natural vegetation that includes conifers, deciduous trees and an under story. The existing landscape buffers on the north and south sides of the property range in width from 30 to 40 feet as conditioned by previous land use approving the church and off-street parking.

Existing Zoning and Comprehensive Plan Designation:

The subject property is designated and zoned Urban Low Residential, 4 to 9 dwelling units per acre (UL), and within the Central Kitsap Urban Growth Area. The intent of the zone is to recognize, maintain, and encourage urban low density residential areas by including a full range of services and facilities that are adequate at the time of development.

Minimum Density = 4 dwelling units/acre
Maximum Density = 9 dwelling units/acre

Minimum Lot Area = 2,400 square feet
Minimum Lot Width = 40 feet
Minimum Lot Depth = 60 feet

Maximum Height = 35 feet

Minimum Setbacks = 20 feet front yard for garages (10-foot habitable area)
= 5 feet side yard
= 5 feet rear yard

Minimum Setbacks Pursuant to 17.381.050 for Places of Worship
= 20 feet front yard
= 35 feet side yard
= 35 feet rear yard

Surrounding Land Use and Zoning:

The surrounding properties are also zoned UL, except for properties east of the church site include single-family homes.

Public Utilities and Services:

Water: North Perry Road Water District
Power: Puget Sound Energy
Sewer: Kitsap County Public Works Waste Water
Police: Kitsap County Sheriff
Fire: Central Kitsap Fire and Rescue
Schools: Central Kitsap School District

Transportation Review:

The church property receives access by two driveway approaches onto SR-303. The County classifies State Highway 303 as a principal arterial in the County road network. The church recently completed the construction of a driveway access to SR-303 at the southeast corner of the project site and approved by Washington Department of Transportation (WSDOT). The original driveway at the northwest corner was modified to improve vehicular traffic ingress and egress to accommodate proposed traffic generated by the new expansion. Development Engineering has reviewed the project proposal and has issued conditions of preliminary approval consistent with KCC Title 11, Road Standards, dated January 11, 2010.

Stormwater Facilities:

Stormwater runoff from the project will be intercepted by catch basins and will be directed to an existing detention pond near the northwest corner of the existing church site. To accommodate the new structure, an existing bioswale, which provides water quality, will be replaced by a stormwater treatment technology approved by the Department of Ecology. Development Engineering has reviewed the project proposal and has issued conditions of preliminary approval consistent with KCC Title 12, Road Standards, dated December 21, 2009.

Off-Street Parking:

The project has been reviewed for consistency with the standards in KCC Chapter 17.435 Off-street Parking and Loading. The proposed use is classified as a place of worship by the parking standards, and required to provide 1 off-street parking space per 4 seats or eight feet of bench area.

There are currently two services on Sunday and one service Saturday evening. The church is staffed 20 full time and part time employees. The applicant has estimates

the average attendance at the 9:30 AM service to be 250 people, an average of 325 people at the 11:00 AM service, and 175 people on Saturday. The new facility will be designed with 775 seats requiring 194 off-street parking spaces. The proposed expansion will eliminate 59 off-street parking spaces reducing the total number of spaces to 235 spaces. A surplus of 41 spaces is proposed and therefore the project is consistent with off-street parking standards.

Policies and Regulations Applicable to the Subject Proposal:

Kitsap County Zoning Ordinance (February 15, 1999)

Road Standards, Title 11

Stormwater Drainage, Title 12

Zoning, Title 17, (February 15, 1999/ as amended)

- Chapter 110 Definitions
- Chapter 330 Urban Low Residential Zone
- Chapter 382 Density, Dimensions and Design
- Chapter 385 Landscaping
- Chapter 400 Land Use Review
- Chapter 420 Administrative Conditional Use Permit
- Chapter 435 Off-Street Parking and Loading
- Chapter 445 Signs
- Chapter 520 Appeals
- Chapter 525 Revocations of Permits or Variances

KCC, State Environmental Policy Act, Section 18.04

Critical Areas Ordinance, Title 19

Kitsap County Land Use and Development Procedures Title 21, (May 18, 1998 and as amended)

Kitsap County Comprehensive Plan (May 7, 1998 and as amended)

The following provisions are Goals of the Comprehensive Plan addressing the land use element:

Public Comment:

Pursuant to KCC Title 21, Land Use, and Development Procedures, the Department gave proper public notice for the Conditional Use Permit. To date, the Department has not received comments on the project proposal from the public.

Analysis:

The proposed expansion is reviewed through a Hearing Conditional Use Permit per Chapter Kitsap County Code (KCC) 17.421 Conditional Use Permit with the Kitsap County Hearing Examiner as the review authority. The Department determined that the expansion is a major revision and the site plan will be substantially altered, per KCC 17421.040 Revision of Hearing Examiner Conditional Use Permit. The staff has reviewed the request for consistency with the decision criteria in KCC Chapters 17.354 and the design standards in Section KCC 17.382.030.

The project involves a major expansion with a new 21,520 square foot stand alone

building adjacent to the existing 23,000 church building and portables. The new building will include a 775 seat auditorium, a foyer, a café, a nursery, a kitchen, restrooms, and areas for mechanical equipment and storage. The expansion will be used primarily services, recreational activities, theater productions, and other special events.

The church has received preliminary land use approval by the County. The church constructed the original building in the 1980's, with facility expansion in 1994. The church received approval for modification to off-street parking and landscaping along the property frontage on SR-303 and connection in the year 2000, under a Conditional Use Permit. The previous land use approvals still have standing and associated conditions are still applicable (LU-134, LU-4335, LU-4369, and LU-6081).

Conditional Use Permit Review

The proposed church expansion must be reviewed through the following requirements, pursuant to KCC_Section 17.382.030 Design Standards. Staff comments are in italics.

Building Height, Buffering and Screening Modification

The director may increase or decrease landscaping, screening and setbacks to minimize conflicts.

Staff Comment: Except for the eight foot steeple, the applicant is proposing a maximum building height of 35 feet above average grade, consistent with the required maximum height for the UL zone. Steeples or spires are allowed to extend beyond the maximum height limit if less than 50 feet from the property line, per 17.382.110 Footnotes for Table #40. The applicant is only constructing the new building on 59 existing off street parking and no modifications to the screening buffers are proposed. The new building is setback over 70 feet from the south property line, which is significantly over the minimum required setback of 35 feet.

Exterior Lighting

If artificial outdoor lighting is necessary, the lighting should be arranged so that light is fully shielded from the side view, directed downward, and away from adjacent residential properties.

Staff Comment: To staff's knowledge, no changes are proposed to lighting of the existing parking lot. If new exterior lighting is proposed, the applicant will need to comply with the above standard.

Screening of equipment, storage, and refuse areas

1. The roof-mounted HVAC equipment shall not be visible from abutting lots or roadways.

Staff Comment: The applicant is not proposing any visible roof mounted HVAC equipment.

2. Locate service areas, outdoor storage areas, and intrusive features away from

neighboring properties.

Staff Comment: There is no outdoor storage areas proposed in the land use proposal.

3. The project will be required to comply with all county solid waste standards and provide concurrence from Waste Management as part of the Site Development Activity Permit process.

Staff Comment: The proposed project will be required to comply with all County solid waste standards and will use an existing recycle/waste collection enclosure. If the applicant requests changes to the location of the solidwaste enclosure, the County will review the changes through the Site Development Activity Permit (SDAP) and coordinated with Waste Management accessibility.

Access and Circulation

1. Safe pedestrian access and handicap access shall be required on-site from public rights-of-way to minimize pedestrian and vehicular conflicts.

Staff Comment: Through the SDAP review, the applicant will need to demonstrate there is avoidance of pedestrian conflicts by providing safe pedestrian access around the building, and safe pedestrian connection with the existing off-street parking area. The state highway does not currently have sidewalks or separated walking path along the church frontage. The applicant should demonstrate there is a safe pedestrian connection to the highway and where feasible include a separated walking path along the frontage.

2. Development is limited to one ingress /egress per 300-lineal feet along a public arterial. Small parcels that provide less than 200 feet of road frontage shall be limited to one parking lane and exit.

Staff Comment: *The project will utilize existing access points to SR-303.*

Signs permitted according to KCC Section 17.445.

The applicant is required to apply for sign permits in accordance KCC Section 17.445 Signs.

Staff Comment: *There are no sign permits proposed. The applicant has applied and received approval of sign permits last year.*

Off-street parking and loading per KCC Section 17.435.

See parking above.

Landscaping provided per KCC Section 17.385.

The KCC requires that a minimum of 15% of the total site area be landscaped to the standards in the titled section.

Staff Comment: The project site includes existing landscaping except, around the new building, no new landscaping is required. As conditioned in previous applications, the screening buffer adjacent to the portables along the south property line, and north, of the existing church building the buffer needs to be augmented to help provide a functional screen.

- County Health District: A letter dated September 21, 2009 recommends approval with conditions.
- County Development Engineering A memorandum dated January 11, 2010 recommends approval, subject to conditions.
- County Fire Prevention Bureau: Conditions are dated September 19, 2009.
- Public Input: No comments received to date.

Findings:

Staff has reviewed the request for the Silverdale Baptist Church Conditional Use Permit application against the requirements in KCC 17.382.030 Design Standards and satisfies the criteria set forth in KCC Section 17.420.040(A) Findings on each criterion are hereby made as follows:

1. As found above the proposal is consistent with the Industrial designation of the comprehensive plan.
2. The proposal complies with applicable requirements of Title 17 KCC, assuming compliance with conditions of approval.
3. The church expansion in the UL zone will not be materially detrimental to uses or property in the immediate vicinity which includes significant industrial uses.
4. The proposal is compatible with and incorporates specific features, conditions, or revisions that ensure it responds appropriately to the existing character, appearance, quality or development, and physical characteristics of the subject property and the immediate vicinity.

Recommendation:

Based upon the above findings, staff recommends that the Conditional Use Permit request for the Silverdale Baptist Church be **approved**, subject to the following conditions:

1. Site Plan/Building Permit review by Kitsap County.
2. Final Landscaping plan shall be submitted with the Site Development Activity Permit that is consistent with previous land use approvals, and meets the minimum Code

requirements including sizes, spacing, irrigation, treatment of landscape beds around the new building consistent with Chapter KCC 17.385 Landscaping.

3. The applicant shall install landscaping prior to Building Permit final inspection or final approval of the SDAP. If landscaping cannot be installed at that time, the landscaping can be bonded based bids for 150% of the cost of materials and labor per KCC 17.385.30(M) Installation and Maintenance.
4. Land use approval is limited to the uses proposed by the applicant. Any modifications or expansion of the project will be subject to further review pursuant to the requirements of the appropriate sections of the Kitsap County Code.
5. Pursuant to KCC 21.04, land use approval is valid for a period of up to three (3) years from the decision date.
6. Prior to issuance of a Building Permit, the applicant shall record a Land Use Permit Binder with the Kitsap County Auditor's Office pursuant to KCC Section 17.420.090 Land Use Binder Required. If conditions are not adhered to, contrary to the Land Use Permit Binder, the Conditional Use Permit may be rescinded and the County may require that the facility be removed at the owner's expense.

The applicant shall adhere to all requirements of the Kitsap County Health District, including the following conditions:

7. North Perry Avenue Water District will provide water to this site.
8. Sewer will be provided to this site by Kitsap County Public Works.
9. A Building Clearance for Sewered Properties is required prior to building permit issuance.

The applicant shall adhere to all requirements of the Kitsap County Fire Marshal's Office, including the following.

10. 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. 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.

11. Water line 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 Marshal's office prior to final SDAP or the approval of any building permits.
12. Fire flow in the amount of 2000 gpm @ 20 psi for a minimum of 2 hours is required for the project. This is based on the proposed building of 21520 square feet and constructed of Type V-B construction. A 50% reduction in fire flow has been given for installing an automatic fire sprinkler system.
13. A monitored automatic fire sprinkler system is required. A full addressable fire alarm system is required. An evac-system shall be required.
14. An approved automatic fire sprinkler system is required for this project. A separate Fire Code Permit is required. No portion of the automatic fire sprinkler system may be installed until the Fire Code Permit has been issued.

Development Engineering accepts the concepts contained in this preliminary submittal and requires the following conditions of approval:

GENERAL

15. 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

16. 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.
17. Stormwater quantity control, quality treatment, and erosion and sedimentation control shall be designed in accordance with **Kitsap County Code Title 12** effective at the time the Conditional Use Permit application was deemed complete (September 1, 2009). The submittal documents shall be prepared by a civil engineer licensed in the State of Washington. The fees and submittal requirements shall be in accordance with Kitsap County Ordinances in effect at the time of SDAP application.
18. Kitsap County Code Title 12 classifies all water quality BMPs other than wet ponds/vaults, oil/water separators, and biofilters as experimental. The set of criteria (TAPE protocol) established by the Washington State Department of Ecology to evaluate emerging technologies shall be used to justify the use of technologies other than wet ponds/vaults, oil/water separators, and biofilters.
19. The owner shall be responsible for maintenance of the storm drainage facilities for this development following construction. Before issuance of Occupancy Certificates

for this development, the person or persons 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.

20. Kitsap County will not be responsible for any damage to any private roads, tracts, and/or easement areas that may occur during routine 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 materials or techniques. This includes, but is not limited to, damage to pavement or vegetated areas caused by maintenance trucks.

TRAFFIC AND ROADS

21. At Building Permit application, submit (KCPW Form 1601) for issuance of a Concurrency Certificate, as required by KCC Section 20.04.030 Transportation Concurrency.
22. Wheelchair sidewalk ramps shall conform to the current requirements of the Americans with Disabilities Act per WSDOT standard plans at the time of construction.
23. 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 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.
24. Before SDAP acceptance, the applicant shall submit a set of drawings to the Washington State Department of Transportation for review. The applicant shall notify Development Engineering in writing when the plans have been submitted to WSDOT. Development Engineering shall coordinate with WSDOT to determine if WSDOT has any comments on the submittal.

WASTEWATER

25. Kitsap County sanitary sewer is available for the project. Applicant needs to submit a complete set of sewer plan, profiles, and specifications designed in accordance with KCPW - Wastewater Division Standards and Regulations.

SOLID WASTE

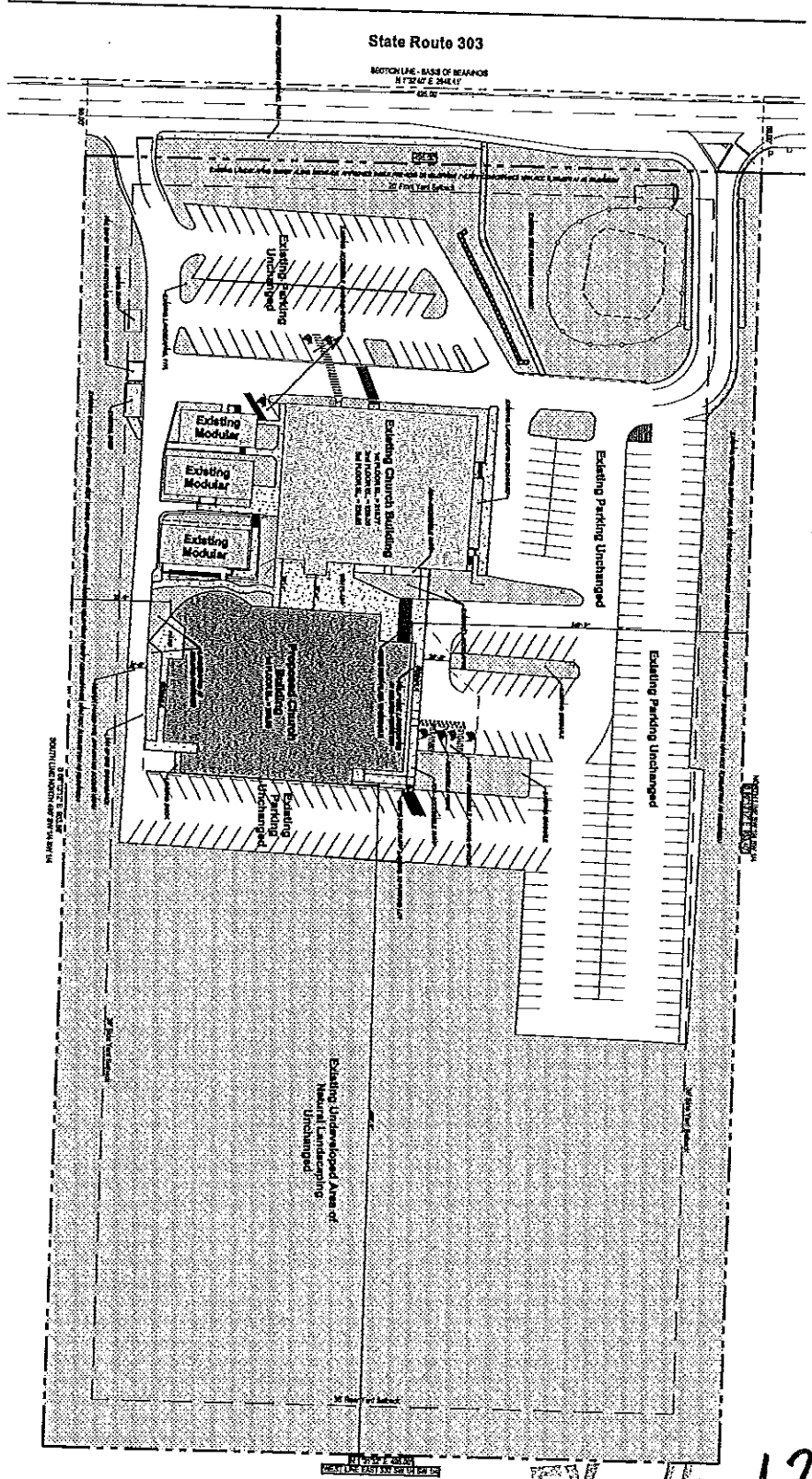
26. Prior to SDAP approval, Waste Management (360) 674-3166 shall be contacted for information on implementing the solid waste/recycling storage requirements influenced by the service provider (e.g. dumpster size and location) for the project.

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.

27. The SDAP submittal shall 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. These details may be architectural drawings attached to the civil plans. Provided area must accommodate a minimum 6-yard dumpster.
28. The SDAP submittal shall show that at least 150 square feet of exterior recyclable materials storage space for the project. 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.

cc: Silverdale Baptist Church, 8278 Highway 303 NE, Bremerton, WA 09311
Paul Wandling, PO Box 305, Tracyton, WA 98393
Phil Frisk, PWF Architecture, 414 Olive Way, Ste 211, Seattle, WA 98101
Interested Parties: **(None)**
Kitsap County Health District, MS-30
Kitsap County Parks & Recreation Dept., MS-6
Kitsap County Development Engineering / Public Works
DCD Staff Planner Jeff Smith
DCD Code Enforcement
Hearing Examiner
Clerk of Hearing Examiner
DCD File
DCD Building Permit File

12

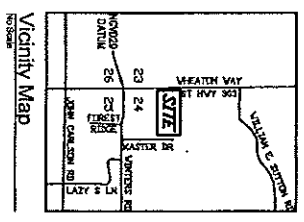


Architectural Site Plan and Landscape Plan
Sheet 1 of 2

Notes

1. Required parking (775 sq-ft) - 41 stalls, 248 parking stalls provided (including 7 handicapped stalls).
2. Total proposed paved area 22,000 sq-ft (including 1,470 sq-ft square foot 40% of 95 sq-ft).
3. Total proposed landscaped area 1,470 sq-ft (including 277,727 sq-ft square foot 50% of 95 sq-ft).
4. Total proposed landscaped area 1,470 sq-ft (including 277,727 sq-ft square foot 50% of 95 sq-ft).
5. Site plan shall comply with all applicable codes, ordinances, rules and regulations, and all applicable laws.

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Vicinity Map



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PROJECT NAME:
 Silverdale Baptist
 Church
 8278 Highway 303 NE
 Bennetton, WA 98314

PROJECT NUMBER:
 01.09002

DATE:
 20 August 2009

SHEET:
 A1

ALL INFORMATION CONTAINED
 HEREIN IS UNCLASSIFIED
 DATE 08-20-2009 BY 60322
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PROJECT NAME:
 Silverdale Baptist Church

SHEET TITLE:
 Architectural Site Plan
 CUP Application

SHEET NUMBER:
 A1