



## Kitsap County Department of Community Development

### Acceptance Letter

August 25, 2017

Glen Coad, P.E.  
Development Engineering, PLLC,  
P.O. Box 446  
Tacoma, WA 98401  
Email: [glen@de-civil.com](mailto:glen@de-civil.com)  
Joseph and Lisa Larsen, email: [joeflyrite@yahoo.com](mailto:joeflyrite@yahoo.com)

**Re: Larsen Single Family Residence (SFR), Site Development Activity Permit (SDAP) 17 02340, Affects Building Permit: 17 02241**

We have reviewed and accept for construction the site plans for the above referenced project. This permit must be issued within **12** months of approval per KCC 12.10.055. The owner or agent, engineer and contractor must meet with our inspection team at an on-site pre-construction meeting. At this meeting, you will receive the permit and a copy of the approved plans. Please contact Kitsap One at (360) 337-5777 to schedule a time to request an on-site pre-construction meeting.

The application fee deposit for this Site Development Activity Permit includes **12** 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: NONE**

**B. This permit is subject to the following conditions:**

1. All construction shall conform to the Accepted Plans. Major deviations must have a design revision submitted by the engineer of record for review and acceptance.
2. Prior to the commencement of clearing and grading activities, the following must be completed to the satisfaction of Kitsap County:
  - a. Temporary silt and erosion control facilities shall be installed prior to clearing and grading. The facilities indicated on the plans are considered to be adequate basic requirements for the anticipated site conditions. Routine inspection and maintenance is required and additional facilities may be required depending on site and weather conditions; and

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- b. Grading limits must be clearly and visibly identified using staking and/or flagging. Under no circumstances may areas beyond the construction boundaries be disturbed without the prior approval of the owners of those properties and without the issuance by Kitsap County of the necessary permits to work within those areas.
3. All grading shall conform to Chapter 9 of the Kitsap County Stormwater Management Design Manual with emphasis on the following requirements:
  - a. Grading shall take place in such a manner so as not to obstruct or otherwise interfere with the natural drainage flows through the site;
  - b. The area receiving fill material shall be prepared by removing vegetation, non-complying fill, topsoil and other unsuitable material and scarifying the surface to provide a bond with the new fill;
  - c. Fill materials shall not contain organic material such as wood or sod, and rock or similar irreducible material with a maximum dimension greater than 12 inches;
  - d. The fill material shall be placed in relatively thin horizontal layers and be compacted to at least 90% of maximum dry density (95% for driveways);
  - e. Slopes shall be no steeper than 2 horizontal to 1 vertical (2:1); and
  - f. Fills that are proposed to be building sites shall be placed under the direction of a Soils Engineer in accordance with the provisions of the International Residential Building Code.
4. It shall be the responsibility of the applicant to verify the quantity of material placed or excavated. Any material that leaves the site must be taken to a permitted SDAP site if over 150 cubic yards is received by any one site.
5. All exposed and unworked soils shall be stabilized using acceptable Best Management Practices (BMPs) to protect from erosion. Applicable BMPs include, but are not limited to seeding, mulching, and plastic covering. From October 1 to April 30, no soils shall remain unstabilized for more than 2 days. From May 1 to September 30, no soils shall remain unstabilized for more than 7 days. All cleared side slopes shall be seeded as soon as possible or receive some other acceptable surface treatment. Temporary slope protection shall be installed and maintained until surface vegetation has become well established.
6. It should be understood that the agreed upon plan for siltation and erosion control is to be considered a minimum requirement, and that it is the applicant's responsibility to use whatever means are necessary to control siltation and erosion throughout the span of the project.

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7. Under no circumstances shall grading take place within the road right-of-way without first obtaining the necessary permits to work within the right-of-way. This would include any work altering or in any way affecting the existing roadside drainage system.

8. Please contact Kitsap One at (360) 337-5777 to schedule the following inspections:

a. Clearing Limits

b. Erosion and Sediment Best Management Practices. *\*\* Note: Call for inspection after silt and erosion control facilities are in place, and prior to the commencement of grading operations.*

c. Final inspection.

9. It is the owner's responsibility to inspect, clean and maintain the stormwater drainage system.

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

1. Completion, to the satisfaction of Development Services and Engineering, of all work indicated on the plans.

2. The initial permit fee for all SDAPs applies to review and processing through permit approval. All review, inspection and processing after the date of the approval letter will be charged at the DCD hourly rate. All fees must be paid prior to final inspection.

3. Submittal, by the Project Engineer, of the Operation and Maintenance Manual for privately maintained and/or non-standard stormwater facilities.

4. Submittal of an Onsite Stormwater Maintenance Covenant is required for private storm drainage facilities, which gives Kitsap County the right to inspect the facilities and guarantees the county that the facilities will be properly maintained (previously enclosed). This covenant must be recorded prior to scheduling the final inspection.

5. The engineer shall provide certification to Kitsap County that the soils under all pollution generating pervious surfaces have been amended.

6. 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.

7. Provide certification by the Project Engineer that the as-built area and depth for the

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infiltration trench or dispersion trench meets the design criteria.

- 8. Health Department: Maintain 50-foot setback from well to barn pump-line at all times.
- 9. The engineer shall provide certification to Kitsap County that the drainage conveyance pipes and structures were installed in compliance with the accepted plans.
- 10. Payment of all outstanding fees.
- 11. Fulfillment of all conditions of approval.

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

- 1. An approved Building Site Application from the Health District is required for the septic system. The Health District requires that the drainage facility shown on the Building Site Application match the approved civil plans. Any revisions to the engineered drainage system will require resubmittal of the Building Site Application and approval by the Health District.
- 2. Any work within the County right-of-way will require a permit to perform work in the County right-of-way and possibly a maintenance or performance bond.

If we can be of further assistance, please contact **Robert E. Hankins, P.E.** at (360) 337-5777.

Sincerely,



Robert E. Hankins, P.E.  
Engineer 2  
Development Services and Engineering

8.25.2017

Date



Scott Diener  
Manager  
Development Services and Engineering

8/25/17

Date