



## Staff Report and Administrative Decision

Report Date: February 27, 2018

Application Submittal Date: October 23, 2017    Application Complete Date: October 23, 2017

To: Byron Harris  
[byrondharris@gmail.com](mailto:byrondharris@gmail.com)

Mark Kuhlman, Team 4 Engineering  
[mark@team4eng.com](mailto:mark@team4eng.com)

Interested **Parties and Parties of Record**

RE: **Permit Number:** 17-04419  
**Project Name:** Monarch Ridge Plat Amendment  
**Type of Application:** Minor Plat Amendment, Type-II

**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>.

### **Project Summary:**

The proposal is a minor modification of an approved preliminary plat to amend the lot layout and add two lots creating a 35-lot residential development, pursuant to Kitsap County Code (KCC) Section 16.04.040 Amendments to Preliminary Approved Plats. The amendment is to revise the Hearing Examiner preliminary approval, file 14-03958, dated April 8, 2016.

The Monarch Ridge Plat project will include single-family detached housing, infrastructure improvements such as storm drainage management facilities, utilities and access roads. Access to public roads will include a public road connecting to NW Poppy Court. Private roads will serve 24 of the lots. The plat includes a storm detention pond constructed in the south-central area of the development site. The proposal includes three open space tracts including a 15,500square-foot active recreation open space tract with picnic tables.

### **Project Request:**

The applicant requests approval of a Minor Plat Amendment to reconfigure the layout, and add two residential lots.

17-04419 Monarch Ridge Plat Minor Amendment  
February 27, 2018

**Project Location:**

NW Poppy Court. Silverdale,  
Central Kitsap, WA

**Assessor's Account #:**

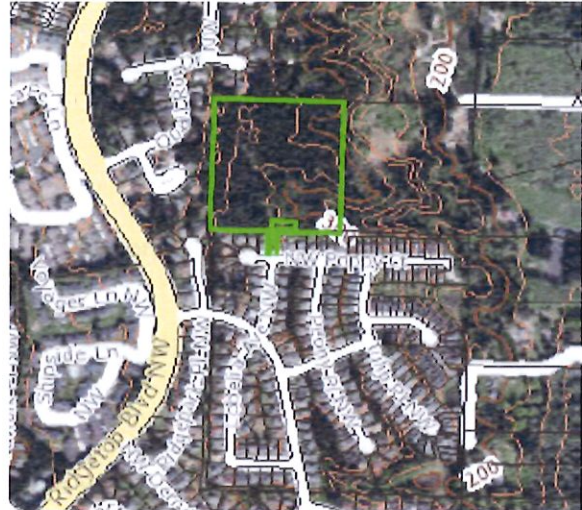
102501-3-055-2002  
102501-3-056-2001

**Applicant/Owner of Record:**

Byron Harris  
1225 NW Darling RD  
Bremerton, WA, 98311-9084

**Applicant's Representative:**

Mark Kuhlman, P.E.  
Team 4 Engineering  
5819 NE Minder Rd.  
Poulsbo, WA, 98370



**SEPA (State Environmental Policy Act):**

The State Environmental Policy Act (SEPA), found in Chapter 43.21C RCW (Revised Code of Washington), is a state law that requires the County to conduct an environmental impact review of any action that might have a significant, adverse impact on the environment. The review includes the completion of an Environmental Checklist by the applicant and a review of that checklist by the County. If it is determined that there will be environmental impacts, conditions are imposed upon the applicant to mitigate those impacts below the threshold of "major" environmental impacts. If the impacts cannot be mitigated, an environmental impact statement (EIS) must be prepared. The decision following environmental review, which may result in a Determination of Nonsignificance (DNS), Mitigated DNS, or the necessity for an EIS is called a threshold determination. The County gives a separate notice of the threshold determination. If it is not appealed, it becomes part of the hearing record as it was issued, since the Hearing Examiner cannot change it.

Pursuant to WAC 197-11-355, the optional DNS process was utilized for this project. The SEPA Comment period previously occurred concurrent with the Notice of Application dated November 14, 2017. The Kitsap County Department of Community Development is issuing an addendum to the SEPA DNS for the Monarch Ridge Preliminary plat and associated Ridgeview plat alteration project issued December 28, 2015. Please note that consistent with section WAC 197-11-625 of the State Environmental Policy Act (SEPA), Kitsap County is sending this addendum to recipients of the DNS decision. The SEPA comment period for the Preliminary Plat Amendment permit 17 04419 occurred concurrent with the Notice of Application, dated November 9, 2017. There is not an appeal period for this SEPA addendum.

17-04419 Monarch Ridge Plat Minor Amendment  
February 27, 2018

The addendum has been prepared in compliance with SEPA (RCW 43.21.C), the SEPA Rules (WAC 197-11), and Chapter 18.04 Kitsap County Code, implementing SEPA in Kitsap County procedures.

The addendum provides additional information about the Monarch Ridge Preliminary Plat amendment proposal. The modifications and the impacts of these modifications are within the range of alternatives and significant adverse environmental impacts previously analyzed in the December 28, 2015 DNS, and this addendum does not substantially change that analysis (see WAC 197-11-600). The addendum does the following:

- Describes modifications of the layout to the proposal for residential uses and an addition of two lots. Based on review of the revised submittal received on October 23, 2017, no significant change in traffic is expected.
- All conditions shall apply to the Preliminary Plat and Plat Alteration per the Staff Report and Memorandum Summary of Stormwater and Roadway features, as provided from the Kitsap County Development Engineering section.
- All conditions of the Hearing Examiner Decision for the previous Land Use Actions shall apply.

**Lot Description:**

The subject property is 10.24 acres and originally approved for 33 single-family residential lots. The site is bordered by residential subdivisions to the south, west and north and a large undeveloped tract to the east. The overall site slopes gently and moderately towards the east. The site mostly has tree stands of second-growth mixed vegetation with a moderate understory. The west side of the property gently slopes 5 to 10% to the east with west-to-east oriented old drainage ravine on half the site with up to 50% slopes. Kitsap County resource maps identify the steep areas as moderately hazardous areas.

**Comprehensive Plan Designation and Zoning:**

The subject property is designated Urban Low (densities of 5 to 9 dwelling units per acre). The Urban Low zone is intended to "recognize, maintain, and protect urban low density residential areas and establish urban densities where a full range of community services and facilities are present..." KCC 17.330.010.

The following are other site requirements for the UL Zone, per KCC 17.382.060.

Minimum Lot Area:	2,400-square feet
Minimum Lot Width:	40-feet
Minimum Lot Depth:	60-feet
Minimum Density:	5-dwelling unit/acre
Maximum Density:	9-dwelling units/acre
Minimum Setbacks:	20-feet front yard (both frontages on corner lots) 5-feet side yard 5-feet rear yard
Maximum Building Height:	35 feet
Maximum Lot Coverage:	N/A

17-04419 Monarch Ridge Plat Minor Amendment  
February 27, 2018

Minimum Setbacks:           10 feet front yard (habitable area)  
                                      20 feet front yard (garage)  
                                      5 feet side yard  
                                      10 feet rear yard

**Surrounding Land Use and Zoning:**

The surrounding properties on all sides are zoned Urban Low. Lands to the south are developed properties with housing since 1993-1994. Lands to the north are undeveloped and zoned Urban Low.

**Public Utilities and Services:**

Water:           Silverdale Water District  
Power:           Puget Sound Energy  
Sewer:           Kitsap County  
Police:           Kitsap County Sheriff  
Fire:            Central Kitsap Fire and Rescue #1  
Schools:         Central Kitsap School District No.401

**Access:**

Access to public roads will include a public road connecting to NW Poppy Court.

**Revision to the Hearing Examiner's Decision and Recommendation**

The Section 16.40.040 KCC Amendment to approved preliminary subdivisions provides standards for Major and Minor Approved Preliminary Plat Amendments. The Department determined that the request is a minor plat amendment, which is reviewed pursuant to KCC 21.040.060 Land Use and Development Procedures as an administrative Type-II decision.

**Minor Plat Amendment Analysis**

Staff made the following comments based on review of the revised site plan for the Minor Plat Amendment, dated June 5, 2017. The applicant provided the following comments on the criteria specified in KCC 16.40.040 for the minor amendment to the preliminary approved plat:

1. General Requirements: The minor amendment is classified as Type-II decision under Chapter 21.04 and addresses those changes to an approved preliminary subdivision that fall within the scope of the original approval and/or do not significantly increase impacts to surrounding properties. For these purposes, "significant" shall mean a greater than 10% increase when the impact is quantifiable.

Applicant: The proposed changes generally fall within the scope of the original approval and little or no increase of project impacts. However, an increase in the number of lots from 33 to 35 lots is proposed, which represents an increase of about 6%. No changes will otherwise be made to access points, developed areas required services or amenities

**Staff Evaluation of Decision Criteria:**

2. Written Findings: A proposed minor subdivision amendment may be approved if the Director makes written findings that all the following are satisfied. If one or more are not satisfied, the application must proceed as a major amendment. Criteria, which must be met, are outlined in Kitsap County Code 16.40.040, Items 1, & 2.a through j. Preliminary Plat Amendment. The following italics are staff findings that address the criteria for the

17-04419 Monarch Ridge Plat Minor Amendment  
February 27, 2018

minor amendment:

- a. The proposal does not result in significant impacts to the subdivision or the surrounding property. Impacts may include, but are not limited to, storm water, traffic, open space, landscaping, screening, on-street or set-aside parking, or noise;

Applicant: The addition of 2 lots from the 2016 plat will result in a slight increase in traffic, noise and required utility services. However, the increase will be below the 10% significant threshold. A new trip generation summary by Microtrans has been prepared for 35 detached residential units.

Staff Comment: *The request to increase the plat by 2 lots is a minor change. The applicant is proposing only minor changes to grading and the storm drainage system. The request should not result in significant impacts to the subdivision and surrounding properties.*

- b. The proposal satisfies the applicable general requirements of this title;

Applicant: The project is compatible with the surrounding uses and will not be detrimental to the health, safety, or welfare of other persons in the neighborhood. The proposal is consistent with the orderly development of the neighborhood.

Staff Comment: *The proposal is primarily only for reconfiguring lot layout and the addition of 2 lots. The request is consistent with the goals and policies of the comprehensive plan, compatible with surrounding uses, and will not be detrimental to the health, safety, or welfare with the neighborhood.*

- c. The proposal does not result in a change of use;

Applicant: The proposal will remain a single-family detached residential development. There is no change in use.

- d. The proposal falls within the scope of the original approval and complies with the intent of the conditions originally imposed;

Applicant: The proposal falls within the scope of the original approval and meets the original intent imposed by the 46 conditions in the Hearing Examiner decision, dated April 7, 2016, except for the following: "Condition of Approval #9 Limit land use to the approved preliminary plat." The current proposal is an amendment to the original approval. Condition of Approval #29, Road A will be located within the right-of-way, proposed to be dedicated on the face of the Final Plat.

Staff Comment: *The minor plat amendment is consistent with the intent of the Hearing Examiner's decision, dated December 11, 2012, and is not proposing a change to the conditions of approval.*

- e. The proposal does not change the perimeter boundary of the original plat, or the boundary of any phases within the original plat;

17-04419 Monarch Ridge Plat Minor Amendment  
February 27, 2018

Applicant: The perimeter boundary of the plat proposal does not change the perimeter boundary.

Staff Comment: *Staff agrees, the applicant is not proposing a change to the location of the perimeter boundary of the development.*

- f. The proposal does not increase residential density by greater than 10%, provided the density requirements of the zone are maintained consistent with the zone;

Applicant: The residential density will increase 6% by adding the 2 lots. The density 7.6 dwelling units per gross acres in compliance with the required density of the Urban Low zone.

Staff Comment: *The subdivision was approved at approximately 7 dwelling units per acre. The project density will increase slightly with the addition of two units, but will still be consistent with the Urban Low zone, per KCC 17.382.020 Measurement Methods.*

- g. The proposal does not increase the intensity of housing types; for example, from detached single-family to attached one- and two-family dwellings;

Applicant: The proposed development will remain detached single-family residential. No increase in intensity of housing types is proposed.

Staff Comment: *The housing within the plat will remain single-family detached.*

- h. The proposal does not reduce the designated perimeter buffers, recreation or open space areas by more than 10%;

Applicant: A 15-foot perimeter buffer is being maintained with the proposal Recreation Tract D, centrally located in the plat, is being maintained

Staff Comment: *There are no reductions of buffers, open space, or recreational amenities.*

- i. The proposal does not reduce or increase the number of access points or significantly alter the location of access points;

Applicant: The access to the preliminary plat will not change with the amendment.

Staff Comment: *The proposed amendment to the plat will not alter the plat access.*

- j. The proposal does not reduce required setbacks; and

Applicant: Required minimum setbacks are from property lines: The current zoning requires a setback of 20+ feet for front yard garages, 10 feet for habitable space, 5 feet for side and rear yards will be maintained. There is not a proposed reduction in setback is proposed.

17-04419 Monarch Ridge Plat Minor Amendment  
February 27, 2018

*Staff Comment: The code has changed to a 10-foot rear yard setback. The applicant's proposal is consistent with setbacks for the previous Urban Low Residential zone.*

- k. The proposal does not reduce any street frontage improvements (e.g., sidewalks, curb/gutter, and bicycle lanes).

Applicant: No changes are proposed.

*Staff Comment: The minor amendment does not reduce frontage improvements on NW Poppy Court, a higher traveled road as defined by County road standards.*

**Public Comments:**

Pursuant to KCC Title 21, Land Use, and Development Procedures, the Department gave proper public notice for the proposed Minor Plat Amendment. To date, the Department has not received any written public comments.

**Decision:**

The Department has reviewed the request in accordance with the conditions of approval for the minor amendment per 16.040.040 Amendments to Approved Preliminary Subdivisions and hereby **approves** the request for the Prosperity Preliminary Plat Amendment revised site plan, submitted on June 5, 2017.


1. The Minor Plat Amendment will be subject to all conditions of approval per the Hearing Examiner's decision for the Prosperity Plat Preliminary Plat, dated, December 11, 2012 (File 11-99204). If there are conflicts between these conditions and the conditions per the approved preliminary plat, the conditions below shall apply.
3. Access to all lots shall be from roads within the proposed plat boundaries. A note to this effect shall be placed on the Final Plat.
4. The plat will be served by West Sound Utility District for the public water supply and sanitary sewer. Sewered building clearance applications with binding sewer and water letters will be required at time of construction.
5. The Final Plat shall be prepared by a licensed Land Surveyor in compliance with KCC Title 16.
6. All private roads shall be labeled as tracts and constructed in accordance to Fire Code requirements. A ten-foot utility easement shall be provided on each side of private road tracts.
7. All potential park areas, common open space, buffers, and stormwater management areas shall be labeled as separate tracts. The ownership and maintenance responsibility shall be addressed on the face of the final plat, as well as in the CCRs.
8. Stormwater conditions #16-30, Traffic conditions #31-43, Solid Waste condition #50, and the Rock Wall condition #52, as stated in the Hearing Examiner Decision No. 120927-012 dated November 29, 2012 still apply. Construction shall comply with these conditions, as well as


17-04419 Monarch Ridge Plat Minor Amendment  
February 27, 2018

with the plans approved for Site Development Activity Permit #14 03368 and any addendums thereto.

- 9. All Fire conditions of the original preliminary plat still apply.
- 10. Before Final Plat approval provide documentation of the offsite stormwater easement for the proposed stormwater overflow on the adjacent property (Pros-Pine).

Please note affected property owners may request a change in valuation for property tax purposes, notwithstanding any program of revaluation. Please contact the Assessor's Office at 360-337-5777 to determine if a change in valuation is applicable due to the issued Decision. The complete case file is available for review at the Department of Community Development if you wish to view the case file or have other questions, please contact [help@kitsap1.com](mailto:help@kitsap1.com) or (360) 337-5777. Please note DCD is open Monday to Thursday from 8:00am to 4:00pm and on Friday from 9:00am to 1:00pm except holidays.

  
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 Jeff Smith, Project Lead

  
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 Shawn Aire, Development Services and  
 Engineering Supervisor

3/12/18  
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 Date

3/12/18  
 \_\_\_\_\_  
 Date

CC: Byron Harris, [byrondharris@gmail.com](mailto:byrondharris@gmail.com)  
 Mark Kuhlman, Team 4 Engineering, [mark@team4eng.com](mailto:mark@team4eng.com)  
 Kitsap County Health District, MS-30  
 Kitsap County Public Works Dept., MS-26  
 DCD Staff Planner: Jeff Smith  
 DCD File 17 00237

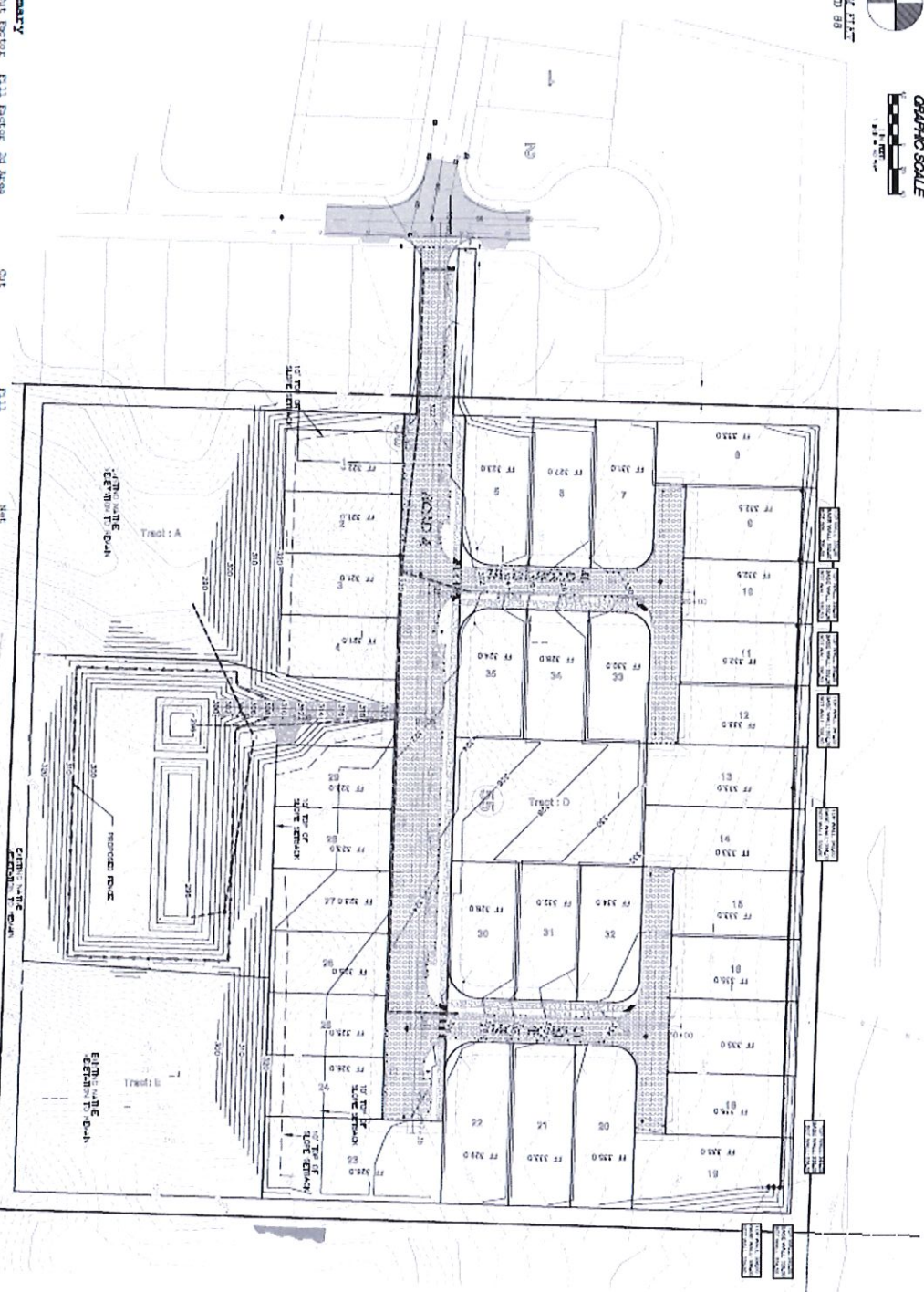


17-04419 Monarch Ridge Plat Minor Amendment  
February 27, 2018

**Cut/Fill Summary**

Item	Cut Factor	Fill Factor	Area	Cut	Fill	Net
PREPARED GRADE	1.000	1.000	32264.21 SQ. FT.	9271.23 CU. YD.	11131.04 CU. YD.	9210.11 CU. YD. (+)
PREPARED DRIVE	1.000	1.000	8491.13 SQ. FT.	180.58 CU. YD.	0.00 CU. YD.	180.58 CU. YD. (+)
PREPARED DRIVE	1.000	1.000	33787.38 SQ. FT.	8598.93 CU. YD.	34621.89 CU. YD.	34621.89 CU. YD. (+)
GRADES			33787.38 SQ. FT.	48910.06 CU. YD.	36633.09 CU. YD.	8771.06 CU. YD. (+)

DATE: 02/27/18  
DRAWN BY: [illegible]  
CHECKED BY: [illegible]



**MONARCH RIDGE**  
GRADING PLAN  
SHEET 1/4, TWP 25 N, RGE 1 E, W1/4

