



## Administrative Staff Report

**Report Date:** January 29, 2021 **Application Application Submittal Date:** March 05, 2020  
**Complete Date:** March 23, 2020

**Project Name:** Kitsap Transit-Silverdale Transit Center  
**Type of Application:** Type-II Administrative Conditional Use Permit  
**Permit Number:** 20-00998

### Project Location

1480 NW Sid Uhinck Drive,  
Silverdale, WA  
Commissioner District-3

### Assessor's Account #

152501-3-016-2005  
152501-3-088-2009  
152501-3-089-2007  
152501-4-102-2007

### Applicant/Owner of Record

Parametrix/ Kathryn Seckel  
719 Second Avenue  
Seattle, WA 98104

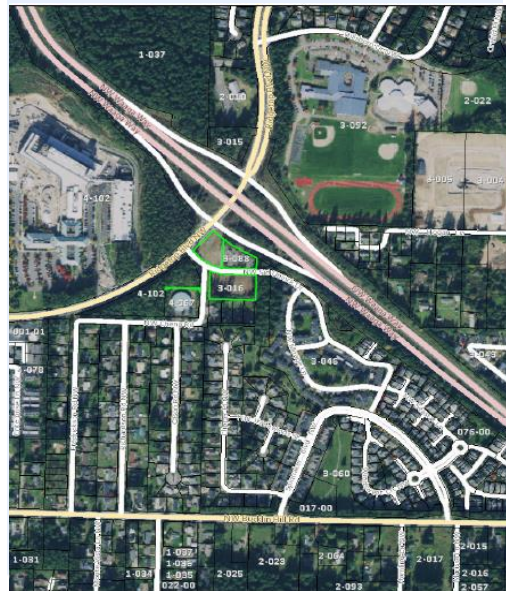
### Decision Summary

Approved subject to conditions listed under section 13 of this report.

### 1. Background

The Silverdale Transit Center (STC) project consists of an 8-bay transit center provided for routed service for 40-foot Kitsap Transit buses and one paratransit bus. All eight bays will have overhead cantilevered weather protection for waiting riders (see Attachment B). In addition, the project includes realignment of NW Sid Uhinck Drive to improve roadway ingress and egress to the transit center, which includes a new connection with the intersection of NW Chena Road. Kitsap Transit has coordinated with St. Michaels Acute Care (Harrison Hospital) for design and construction of portion of the NW Sid Uhinck Drive alignment. The new alignment of NW Sid Uhinck Drive and new traffic signal at the intersection of NW Sid Uhinck and Ridgetop Boulevard NW is part of a strategic plan agreed upon between the hospital and Kitsap County to mitigate traffic impacts associated with the hospital expansion. The goal of the STC is to reduce vehicle miles traveled and allow for future transit network, which supports Kitsap Transit's (KT) vision to create transportation corridors

### VICINITY MAP



in the Silverdale Urban Growth Area to facilitate transit service countywide. The STC project is included in the Puget Sound Regional Council's (PSRC) Regional Growth Center boundary. Consistent with Silverdale's Regional Center designation by PSRC, the STC has been reviewed for consistency with PSRC Transportation 2040 regional transportation policies.

The current facility location is by the Trails Mall off Greaves Way in Silverdale. The facility is approximately 8 years old, is not owned by KT and has poor access. Public safety risks combined with poor pedestrian and vehicular access drove the need for the relocation of the transit center. Additionally, a transit facility was approved with the Kitsap Mall, but the contract was later terminated, and limited services are provided. The selection of the existing site was identified through the development of the Silverdale Transit/Transportation Center Alternative Analysis, dated June 2, 2015. Future improvement (planned activities that are not part of this proposal) include a pick-up/drop off area across Sid Uhinck Drive from the transit center, and a future direct access to SR-303 via a new southbound on-ramp.

## **2. Project Request**

The request is for approval of an Administrative Conditional Use Permit (ACUP).

## **3. 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. A separate notice of the threshold determination is given by the County. If it is not appealed, it becomes part of the hearing record as it was issued, since it cannot be changed by the Hearing Examiner.

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 May 4, 2020. A Determination of Nonsignificance (DNS) was issued on December 23, 2020. SEPA noted the following information/SEPA mitigation conditions have been imposed and are listed under conditions at the end of this report:

This DNS is issued after using the optional DNS process in WAC 197-11-355. There is no further comment period on the DNS.

**COMMENTS:**

The SEPA comment period previously occurred concurrent with the Notice of Application dated May 4, 2020. There were several public comments received which have been addressed in the following conditions and project requirements.

**CONDITIONS:**

1. The Silverdale Transit Center project has been reviewed and will be conditioned to follow stormwater control pursuant to KCC Title 12 (Stormwater Control). The project has been determined to be a major development and will require an engineered Site Development Activity Permit.
2. The project has moderate slopes in portions of the site and will be conditioned to follow the geotechnical report recommendations, per KCC Title 19.400.
3. Traffic project plans are conditions of approval of the project and are required as specified from correspondence from the DCD DSE Development Engineering staff and Kitsap County Public Works Memo, dated 12/02/2020:

*TRAFFIC AND ROADS*

1. Offsite improvements within Kitsap County and Washington State Department of Transportation rights of way are required and shall be substantively in accordance with the Memorandum titled Silverdale Transit Center Narrative for SEPA for Off-Site Improvements, prepared by Parametrix and dated November 20, 2020.
2. The portion of NW Sid Uhinck Drive constructed with the required Site Development Activity Permit shall be constructed to current County standards and deeded as public right-of-way.
3. Prior to requesting the Final Inspection for the required Site Development Activity Permit, applicant shall record a Right-of-Way Deed for NW Sid Uhinck Drive. Applicant shall submit a legal description of the area to be deeded, prepared by a land surveyor licensed in the State of Washington, to be attached to the deed document prepared by Kitsap County Public Works Department.
4. The Site Development Activity Permit shall include plans for construction of the road approach between the edge of existing pavement and the right-of-way line at all intersections with county rights-of-way. Approaches shall be designed in accordance with the Kitsap County Road Standards as established in Chapter 11.22 of the Kitsap County Code. Existing approaches may need to be improved to meet current standards.
5. Any required sidewalk shall be constructed prior to roadway paving. This note shall appear on the face of the final construction drawings.

6. The developer's engineer shall certify that there is adequate entering sight distance at the intersection of NW Sid Uhinck Drive and NW Chena Road; and at the intersection of NW Sid Uhinck Drive and the site access. Such certification shall note the minimum required sight distance, the actual sight distance provided, and a sight distance diagram showing the intersection geometry drawn to scale, topographic and landscaping features, and the sight triangle. The sight distance shall meet the requirements of the Kitsap County Road Standards. The certification shall also note necessary measures to correct and maintain the minimum sight triangle.
7. All work, equipment and materials for traffic signal and street lighting installations shall meet and be in compliance with all requirements of the Kitsap County Road Standards, Project Contract Provisions of Plans and Specifications accepted for construction by Kitsap County, Manual on Uniform Traffic Control Devices (MUTCD), National Electrical Manufacturer's Association (NEMA), National Electrical Code (NEC), Washington State Department of Transportation (WSDOT) Standard Specifications and Standard Plans, and the Occupational Safety and Health Administration (OSHA).
8. 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 Services and Engineering in writing when the plans have been submitted to WSDOT. Development Services and Engineering shall coordinate with WSDOT to determine if WSDOT has any comments to the submittal, but responsibility for obtaining concurrence from WSDOT lies with the property owner.
9. Final plan approval will require documentation of WSDOT approval for impacts to and any required mitigation on State Route 303. WSDOT point of contact is Dale Severson at (360) 357-2736:  

Washington State Department of Transportation  
Olympic Region Development Services Attn: Dale Severson  
PO Box 47440  
Olympia, WA 98504-7440
10. Prior to scheduling the preconstruction meeting, the applicant shall apply for and have an approved ROW permit for all work within the county right of way. Additional permit conditions, bonding, traffic control, inspections, and other requirements may apply to the right of way permit and will be determined by Kitsap County Public Works.

*OFFSITE IMPACT CONDITIONS*

Pursuant to section 18.04.200.D (6), and Referenced to KCC Title 17, and further analyzed under 17.105.110 Obnoxious Things.

In all zones, except as provided for elsewhere in this title, no use shall produce noise, smoke, dirt, dust, odor, vibration, heat, glare, toxic gas or radiation which is materially

deleterious to surrounding people, properties or uses. Lighting is to be directed away from adjoining properties. Not more than one foot-candle of illumination may leave the property boundaries.

*KCC 17.500.027 B. Solid Screening Buffer*

1. Required along the perimeters of multifamily residential (ten dwelling units an acre or more), commercial, and industrial/business center development abutting different uses and/or zones. The buffer shall provide sight-obscuring screening between different uses or zones and shall consist of:

- a. Two offset rows of evergreen trees planted ten feet on center and groundcover: or
- b. A six-foot screening fence and a single row of evergreen trees planted ten feet on center, and ground cover.

The applicant has proposed an enhancement screening plan for an approximately 150-foot lineal tree stand to reduce light and headlight glare for adjacent residential uses. In addition, the applicant plans for the installation of a 6-foot high, by 150-foot lineal berm, with enhanced plantings to meet this referenced screening standard.

The County may require follow up studies should County or Transit officials receive significant public complaints regarding light exceedance impacts.

The SEPA appeal period expired January 6, 2021. No appeals were filed; therefore, the SEPA determination is final.

#### **4. Physical Characteristics**

The project site is comprised of four abutting parcels for a total 161,516 square feet (3.7 acres). The site ground surface is nearly level to gently sloping from the elevation of 200 feet to 250 feet, steepening along the northeast property line bordering the SR-303 eastbound on ramp. The site gently slopes down east to west approximately 10%. The Transit Center site is bordered to the northwest by Ridgetop Boulevard NW, to the northeast by the east bound on-ramp for SR-303 and to the south by residential development, a 2-million-gallon water reservoir and undeveloped forested areas (6,100 sf). The north and northwest portion of the project site is currently occupied by an existing office building with paved parking. The central part of the site is cleared with no structures. The south side is undeveloped and forested. The north side is occupied by NW Sid Uhinck Drive. The Soil Survey categorizes the soils as Alderwood very gravelly sandy loam. Slopes vary from 8 to 15 % throughout the site with very gravelly sandy loam, moderately deep and moderately well drained formed in glacial till. The site is within a Category I Critical Aquifer Recharge Area. The proposed land use is not listed as a potential threat to groundwater contamination and require a hydrogeological report per KCC 19.600.625.

**Table 1 - Comprehensive Plan Designation and Zoning**

Comprehensive Plan: Urban High Intensity Commercial Zone:Regional Center	Standard	Proposed
Minimum Density	10 (3.70 acres of net developable acreage x 10 = 37 required units)	NA
Maximum Density	30 (3.70 acres x 30 = 111 maximum units)	
Minimum Lot Size	NA	NA
Maximum Lot Size	NA	NA
Minimum Lot Width	NA	NA
Minimum Lot Depth	NA	NA
Maximum Height	35 feet	3 stories, <35 feet
Maximum Impervious Surface Coverage	85%	~65,312 (18%)
Maximum Lot Coverage	NA	NA

Applicable footnotes: 17.420.060.A.21, 20' required yard areas that abut a residential zone.

*Staff Comment:* When a commercial property abuts a residential zone, a greater setback is required to help mitigate impacts.

**Table 2 - Setback for Zoning District**

	Standard	Proposed
Front (South)	20 feet	20 feet
Side (West)	10 feet	10 feet
Side (East)	10 feet (20 feet when abutting residential zone)	20 feet
Rear (North)	10 feet	10 feet

**Table 3 - Surrounding Land Use and Zoning**

Surrounding Property	Land Use	Zoning
North	Ridgetop Blvd/SR-303	Regional Center (RC)
South	Silverdale Water District Reservoir	Urban Residential (UL)
East	Single-family residences	Urban Residential (UL)
West	St. Michaels Hospital	Regional Center (RC)

*Staff Comment:* See Permit 19-05357 Chena Reservoir for alteration to boundary line for NW Sid Uhinck Road realignment south of the project site.

**Table 4 - Public Utilities and Services**

	Provider
Water	Silverdale Water District
Power	Puget Sound Energy
Sewer	Kitsap County
Police	Kitsap County Sheriff
Fire	Central Kitsap Fire & Rescue
School	Central Kitsap School District #400

**5. Access**

The subject property receives access from NW Sid Uhinck Drive and from NW Chena Road, which are local access roads south of the property. Future access will be from Sid Uhinck Drive via a new traffic signal on NW Ridgetop Boulevard.

**6. Site Design**

The STC was reviewed through the following requirements, pursuant to KCC 17.420.030 Design Standards for landscaping, lighting, signage, solid waste, off-street parking, etc. The following analysis below provides information on consistency with design standards for land use review.

**7. Policies and Regulations Applicable to the Subject Proposal**

The Growth Management Act of the State of Washington, RCW 36.70A, requires that the County adopt a Comprehensive Plan, and then implement that plan by adopting development regulations. The development regulations must be consistent with the Comprehensive Plan. The Comprehensive Plan process includes public involvement as required by law, so that those who are impacted by development regulations have an opportunity to help shape the Comprehensive Plan which is then used to prepare development regulations.

Kitsap County Comprehensive Plan, adopted June 30, 2016

The following Comprehensive Plan goals and policies are most relevant to this application:

*Chapter 1 Land Use*

*Land Use Goal 1*

*Focus current and future planning on infill and redevelopment of existing Urban Growth Areas*

*Land Use Policy 17*

*Support compact commercial areas in order to encourage pedestrian and non-motorized travel and transit use.*

*Chapter 5 Transportation*

*Transportation Goal 1*

*Provide a safe and reliable multi-modal transportation system for people of all ages and abilities.*

*Transportation Policy 3*

*Continue to require sidewalks on roads when development occurs within Urban Growth Areas.*

*Transportation Goal 5*

*Provide opportunities for people to make choices among alternative modes of travel with an emphasis on moving people rather than vehicles, and maximum opportunities for non-motorized travel.*

*Transportation Policy 21.*

*Support Transportation Demand Management/Transportation System Management strategies to incentivize walking, bicycling and transit use.*

*Transportation Goal 9*

*Develop a system of non-motorized transportation facilities that are constructed primarily within the right-of-way of existing and proposed public streets or roads.*

*Transportation Policy 36*

*Maximize the opportunity for non-motorized travel, including development of corridors that are safe for all ages.*

*Silverdale Sub Area Plan*

*Silverdale Policy 5*

*In areas where vehicular transportation will continue to be predominate mode of travel, ensure that access to rights-of-way and site design standards provide for safe and convenient access by the traveling public.*

*Economic Development*

*Silverdale Goal 3*

*Enhance the status of Silverdale as a regional retail and service center.*

*Transportation*

*Silverdale Goal 10*

*Work with transit providers to develop programs, routes and schedule that better accommodate a larger number of citizens.*

*Silverdale Regional Center*

*SRC Connectivity and Mobility Goal 5*



*Reduce the share of trips made by single occupancy vehicles (SOV).*

*SRC Policy 22*

*Commit to local and regional transit that is supportive of a non-motorized component mode split.*

*SRC Policy 23*

*Create urban centers that link with a high-capacity transit system, buses and other transit modes.*

*SRC Policy 25*

*Promote transit ridership to reduce greenhouse gas emissions.*

*SRC Policy 26*

*Collaborate with Kitsap Transit to improve the speed and reliability of transit service in Silverdale.*

The County's development regulations are contained within the Kitsap County Code. The following development regulations are most relevant to this application:

Code Reference	Subject
Title 11	Kitsap County Road Standards
Title 12	Storm Water Drainage
Title 13	Water and Sewers
Title 14	Buildings and Construction
Title 17	Zoning
Chapter 18.04	State Environmental Policy Act (SEPA)
Chapter 20.04	Transportation Facilities Concurrency Ordinance
Chapter 21.04	Land Use and Development Procedures

**8. Documents Consulted in the Analysis**

<u>Applicant Submittals</u>	<u>Dated or date stamped</u>
Administrative CUP Questionnaire	March 9, 2020
Environmental (SEPA) Checklist	March 9, 2020
Site Plan	March 10, 2020
Landscaping Plan	September 4, 2020
Project Narrative	March 10, 2020
<u>Staff Communication</u>	<u>Dated</u>
Dev. Services & Engineering Memo	December 2, 2020
SEPA Threshold Determination (DNS)	December 23, 2020

**9. Public Outreach and Comments**

KT states that they pursued community engagement on many levels to help provide input on

the operation and design of the transit facility. Early in the process and prior to applying for the ACUP, the applicant conducted a scoping meeting with the neighborhood to receive public comments related to project proposal. Pursuant to KCC Title 21, Land Use and Development Procedures, the Department gave proper public notice 800 feet around the project for the ACUP. The Department received calls requesting more information and received one email from Bernadette Reynoso on May 6, 2020.

Issue Ref. No.	Summary of Concern (See corresponding responses in the next table)	Comment Letter Exhibit Reference No.
1	Bernadette Reynoso is concerned that the STC will be close to their neighborhood and there is already so much traffic from the freeway noise and also worried about homeless in the area and graffiti. She is worried for her young family once this goes through.	

Issue Ref. No.	Issue	Staff Response
1	Potential noise impacts.	The property is approximately 700 feet from the project boundary and may hear bus traffic. However, to address potential impacts the applicant is proposing an approximately 150-lineal foot berm and screening to mitigate for noise and light along the southern project boundary to reduce noise and light impacts. KT is proposing to retain existing natural vegetation where present, building a berm and planting two offset rows of evergreen trees, and constructing a 6-foot screening fence landscaping along the Urban Low zone.

**10. Analysis**

**a. Planning/Zoning**

The subject property is designated through the Comprehensive Plan as Urban High Intensity Commercial/Mixed Use and zoned with the Regional Center classification. The Silverdale Transit Center facility is classified as institutional use under the public facility category per KCC 17.410.042 Rural, Resources and Urban Residential zones use table. Consistent with the footnote KCC 17.410.060 #402, the STC was reviewed under an ACUP. The ACUP application is reviewed pursuant to KCC 17.540. The STC was reviewed as permitted use but conditionally approved addressing compatibility (screening, landscaping) with the local permitted residential uses.

**b. Lighting**

Artificial outdoor lighting should be arranged so that light is fully shielded from the side view, directed downward, and away from adjacent residential properties and so that no more than one-foot candle of illumination leaves the property boundaries. KT modeled illumination levels on the site and found that locations exceeded 1-foot candle. Based on the modeling, the applicant plans to reconfigure the lighting to meet code requirements. The applicant is proposing berm, landscaping and fencing along the south property line adjacent to 4 homes.

*Staff Comment: Light and noise travels at line of sight along the southern property line. The retention of the natural vegetation, berm construction, plantings and fencing along the south property line will help mitigate potential glare and other potential impacts on single-family residences consistent with KCC 17.105.110 Obnoxious Things and KCC 17.500.027 Buffer Types - when required.*

**c. Off-Street Parking**

If applicable, the projects are required to provide adequate off-street parking consistent with the standards in KCC Chapter 17.490 Off-street Parking and Loading. Pursuant to KCC 17.490.030 Number of required spaces, projects are required to provide minimum off-street parking for land use project. The STC is considered an unmanned facility and designed for staging of buses and not for off-street parking for visitors.

*Staff Comment: Staff concurs with the applicant that the project does not warrant the need for off-street parking due to the project serving pedestrian/drop-off pedestrian and bus traffic as outlined in KCC 17.490.*

**Table 5 - Parking Table**

Use Identified in 17.490.030	Standard	Required Spaces	Proposed Spaces/Existing Spaces
N/A			

**d. Signage**

Pursuant to KCC 17.510 Sign Code, the applicant can apply for signage near the entrance to the storage facility during or after construction. Signage is not proposed at this time. To be consistent with 17.510.100.E Monument signs, any stand-alone monument sign will need to be landscaped and inspections coordinated with the Certificate of Occupancy (1 sign per road frontage).

**e. Landscaping**

The project is required to be reviewed for consistency with KCC 17.500 Landscaping. The Landscaping Plan is required to show how all disturbed areas are to be landscaped, which includes buildings and structures and off-street parking area. As noted below,

landscaping was calculated based on total site area. The applicant has submitted a preliminary landscaping plan and plant schedule with the preliminary land use proposal. The landscape plan shows combination of natural vegetation or planted screening buffer with a berm and fencing along the southern property and roadside buffers on Ridgetop Boulevard and SR-303 to screen the facility and the off-street parking consistent with KCC 17.500.

*Staff Comments: In addition to screening the single-family homes to the south, the final landscape plan should include tall shrubs (3 to 4 feet in height) be included in the roadside buffer along Ridgetop Boulevard and SR-303 to prevent bus headlight glare on passing motorist or where applicable on adjacent residences.*

**Table 6 - Landscaping Table**

	Required	Proposed
Required Landscaping (Sq. Ft) 15% of Site	A minimum of 15% (24,227 sf or 0.55 acres)	27% (43 609 sf or 1 acre)
Required Buffer(s) 17.500.025		
North	Roadside and Setback Buffer	Roadside and Setback Buffer
South	Screening Buffer	Screening Buffer
East	Roadside and Setback Buffer	Roadside and Setback Buffer
West	Roadside Buffer	Roadside Buffer
Street Trees	Yes	Yes

**f. Frontage Improvements**

The project was reviewed for potential pedestrian and vehicular traffic impacts. The project site already includes frontage improvements that provide for pedestrian safety, and a commercial road approach will be provided to help reduce pedestrian and vehicle conflicts.

*Staff Comments: Harrison Hospital is responsible for the south lane addition with major frontage improvements along the project frontage and realignment of Sid Uhinck Drive and with frontage improvements to NW Chena Road. KT and Harrison Hospital (Saint Michaels) have been coordinating the purchase of land, the road alignment, and frontage improvements on Sid Uhinck Drive.*

**g. Design Districts/Requirements**

The subject property is not located within Silverdale design district.

**h. Development Engineering/Stormwater**

The proposed stormwater improvements consist of a system of catch basins and conveyance pipes to direct runoff to an existing wet/detention pond, which is proposed to be enlarged to accommodate this development. Development Services and Engineering (DSE) has reviewed the above land use proposal and finds the concept supportable in its approach to civil site development. These comments are based on a review of the Preliminary Drainage Report and Preliminary Engineering Plans stamped received on December 2, 2020 to DSE.

**i. Environmental**

*Geological Hazardous Areas*

The project site contains moderate slopes and will be conditioned to follow the geotechnical report recommendations, per KCC Chapter 19.400 Geological Hazardous Areas.

*Aquifer Recharge Areas*

The property is also mapped as a Category 1 Critical Aquifer Recharge Area based on Kitsap County resource maps. The transit center is not a listed land use requiring a hydrogeologic report based on the Table KCC 19.600.620. Activities with a potential threat to groundwater quality. The applicant intends to follow best management practices to include spill control separators. The contractor will include a spill prevention, and a control and countermeasures plan that requires them to have a response kit during construction. Once constructed and occupied, the site will include a spill response kit in the comfort station.

*Noise Mitigation*

The applicant prepared a noise study for the project site, dated July 29, 2016. The noise analysis measured operational noise levels for activities consistent with WAC 173-60-110 and specifically KCC Chapter 10.28 Noise for construction and land use levels. It is documented the receiving properties include 4 homes located to the south of the site, and three apartment buildings to the southeast. The model assumed 258 buses a day, with 238 bus daytime trips, and 20 trips during the evening. The project noise levels will be below the required noise levels even though ambient or background noise levels may be high.

**j. Access, Traffic and Roads**

The transit center will include three access points to the public right-of-way: 1) Northwest corner of the site near the intersection of Ridgetop Boulevard NW and the onramp, 2) Southwest corner of the site, west of the intersection with Chena Road, and 3) Southern portion of the site as connected with the realignment road and proposed sidewalk along NW Sid Uhinck Drive Sidewalks, which will provide access to all components of the transit center. Sidewalks will be provided along the realigned NW Sid Uhinck Drive by the hospital and extend to the intersection NW Sid Uhinck Drive and

Ridgetop Boulevard. The project will only have access of ingress/egress at the intersection of NW Chena Road and Sid Uhinck Drive.

**k. Fire Safety**

The Fire Marshall has reviewed the site plan and approved the fire hydrant locations as submitted and will review the site improvements through the Site Development Activity Permit.

**l. Solid Waste**

Development must comply with guidelines set forth in solid waste regulations and coordinate service with Waste Management. Like other facilities, the applicant plans to manage solid waste removal instead of contracting with Waste Management.

*Staff Comments: Staff concurs that an agreement with Waste Management is unnecessary and supports Kitsap Transit managing solid waste.*

**m. Water/Sewer**

The applicant submitted a non-binding water letter from Silverdale Water District, dated March 5, 2020 and non-binding sewer availability letter from Kitsap County on February 6, 2020 for a comfort station. The County will coordinate with utility providers for water and sewer during the Site Development Activity Permit review.

**n. Kitsap Public Health District**

Kitsap Public Health has reviewed the development proposal and recommends approval. The only comment is that a Sewered Building Clearance will be required prior to building permit issuance.

**11. Review Authority**

The Director has review authority for this ACUP application under KCC, Sections 17.540.020 and 21.04.100. The Kitsap County have determined that this application requires review and approval of the Director. The Director may approve, approve with conditions, or deny an Administrative Conditional Use Permit.

**12. Findings**

*The proposal is consistent with the Comprehensive Plan.*

*Staff Comment: The applicant has demonstrated that project is consistent with the comprehensive plan, Silverdale Sub Area Plan, applicable land use regulations and the multi-county transportation plan.*

1. The proposal complies or will comply with requirements of KCC Title 17 and complies with or will comply with all of the other applicable provisions of Kitsap

County Code and all other applicable regulations, including all applicable development standards and design guidelines, through the imposed conditions outlined in this report.

2. The proposal is not materially detrimental to existing or future uses or property in the immediate vicinity.
3. 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.

### **13. Decision**

Based upon the analysis above and the decision criteria found in KCC 17.540.040.A, the Department of Community Development recommends that the ACUP for the Kitsap Transit STC be approved, subject to the following 46 conditions:

#### **a. Planning/Zoning**

1. All required permits shall be obtained prior to commencement of land clearing, construction and/or occupancy.
2. Landscaping shall be installed and maintained in conformance with the requirements of Kitsap County Code (KCC) 17.500. Landscaping shall be installed and inspected prior to requesting a final inspection or guaranteed by means of an assignment of funds or bonded in the amount of 150 percent of the cost of installation.
3. Any and all signage design and location (including exempt signs) shall comply with Kitsap County Code (KCC) 17.510 and be reviewed and approved by the Department of Community Development prior to installation. Signage may require a separate permit.
4. The recipient of any administrative conditional use permit shall file a Notice of Land Use Binder with the county auditor prior to any of the following: initiation of any further site work, issuance of any development/construction permits by the county, or occupancy/use of the subject property or buildings thereon for the use or activity authorized. The Notice of Land Use Binder shall serve both as an acknowledgment of an agreement to abide by the terms and conditions of the administrative conditional use permit and as a notice to prospective purchasers of the existence of the permit. The Binder shall be prepared and recorded by the Department at the applicant's expense.
5. The uses of the subject property are limited to the uses proposed by the applicant and any other uses will be subject to further review pursuant to the requirements of the Kitsap County Code (KCC). Unless in conflict with the conditions stated and/or any regulations, all terms and specifications of the application shall be binding conditions of

approval. Approval of this project shall not, and is not, to be construed as approval for more extensive or other utilization of the subject property.

6. The decision set forth herein is based upon representations made and exhibits contained in the project application (insert #). Any change(s) or deviation(s) in such plans, proposals, or conditions of approval imposed shall be subject to further review and approval of the County and potentially the Hearing Examiner.
7. The authorization granted herein is subject to all applicable federal, state, and local laws, regulations, and ordinances. Compliance with such laws, regulations, and ordinances is a condition to the approvals granted and is a continuing requirement of such approvals. By accepting this/these approvals, the applicant represents that the development and activities allowed will comply with such laws, regulations, and ordinances. If, during the term of the approval granted, the development and activities permitted do not comply with such laws, regulations, or ordinances, the applicant agrees to promptly bring such development or activities into compliance.
8. This Administrative Conditional Use Permit approval shall automatically become void if no development permit application is accepted as complete by the Department of Community Development within four years of the Notice of Decision date or the resolution of any appeals.
9. Any violation of the conditions of approval shall be grounds to initiate revocation of this Administrative Conditional Use Permit.

**b. Development Engineering**

**GENERAL**

10. 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**

11. The information provided demonstrates this proposal is a Large Project as defined in Kitsap County Code Title 12, and as such will require a Full Drainage Site Development Activity Permit (SDAP) from Development Services and Engineering, demonstrating a design meeting Minimum Requirements #1-9, as outlined in the Kitsap County Stormwater Design Manual.
12. 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 Administrative Conditional Use Permit application was deemed complete, March 23, 2020. 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.

13. Any project that includes offsite improvements that create additional impervious surface such as lane widening, sidewalk or shoulder installation or intersection channelization shall provide stormwater mitigation in accordance with Kitsap County Code Title 12 effective at the time the Administrative Conditional Use Permit application was deemed complete, March 23, 2020.
14. The site plan indicates that greater than 1 acre will be disturbed during construction. This threshold requires a National Pollutant Discharge Elimination System (NPDES) Stormwater Construction permit from the State Department of Ecology. More information about this permit can be found at:  
<http://www.ecy.wa.gov/programs/wq/stormwater/construction/> or by calling Josh Klimek at 360-407-7451, email [joshklimek@ecy.wa.gov](mailto:joshklimek@ecy.wa.gov). This permit is required prior to issuance of the SDAP.
15. Per WAC 173-175, the construction of pond berms that will impound a volume of ten acre-feet or more of water requires review and approval by the Department of Ecology. This approval must be completed prior to issuance of the SDAP.
16. The application indicates that a significant quantity of grading material will be exported from the site. Prior to issuing the SDAP an approved fill site(s) must be identified.
17. Any fill site receiving 150 cubic yards or more of material must obtain an SDAP.
18. Fill sites receiving 5,000 cubic yards or more, or located within a critical area, must have an engineered SDAP.
19. For any fill site receiving less than 150 cubic yards, the SDAP holder shall submit to Kitsap County Department of Community Development load slips indicating the location of the receiving site and the quantity of material received by said site.
20. The application indicates that a significant quantity of grading material will be exported from the site. Typically, this means five or more trucks leaving the site per hour. Because of this a vehicle wheel wash must be included as an element of the siltation erosion control plan.
21. Upon completion of the storm drainage facilities and roadway construction for the NW Sid Uhinck Drive realignment, the developer will be required to post a two-year maintenance bond for the facilities for which Kitsap County will assume maintenance. The developer will be responsible for providing regular and adequate maintenance during this two-year period and supportive maintenance records. At the end of this

time, the County will inspect the system and, when the facility is acceptable, the County will take over maintenance and operation of the system. Areas proposed to be maintained by the County that are not in the right-of-way must be shown as a separate tract/s or drainage easement/s with Kitsap County being designated as the grantee.

22. The owner shall be responsible for maintenance of the storm drainage facilities for the on-site development following construction. Before issuance of the Site Development Activity Permit 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.
23. If the project proposal is modified from that shown on the submitted site plan accepted for review July 15, 2020, Development Services and Engineering will require additional review and potentially new conditions.

**c. Environmental**

24. The applicant is required to follow the geotechnical report recommendations, per KCC Chapter 19.400 Geological Hazardous Areas.
25. As proposed the retention of the natural vegetation, berming and fencing along the south property line will be required to be installed to help mitigate potential glare on single-family residences consistent with KCC 17.105.110.
26. The applicant has proposed an enhancement screening plan for an approximately 150-lineal foot tree stand to reduce light and headlight glare for adjacent residential uses. In addition, the applicant plans for the installation of a 6-foot high, by 150-foot lineal berm, with enhanced plantings to meet this referenced screening standard. The County may require follow up studies should County or Transit officials receive significant public complaints regarding light exceedance impacts.

**d. Traffic and Roads**

27. Submit an Application for Concurrency Test (KCPW Form 1601) as required by Chapter 20.04.030, Transportation Concurrency, of the Kitsap County Code. The KCPW 1601 form reserves road capacity for the project.
28. Public roads shall not exceed 12% grade or less depending on the road classification per Kitsap County Road Standards.

29. All traffic control devices on public and private roads shall comply with the Manual on Uniform Traffic Control Devices as amended by the Washington Administrative Code. This is in accordance with 23 Code of Federal Regulations (CFR), Part 655.
30. All rights of access for adjoining properties currently in existence shall be preserved. Any amendment to the existing easement rights of adjoining property owners shall be properly executed and recorded prior to SDAP acceptance.
31. Sidewalk ramps shall conform to the current requirements of the Americans with Disabilities Act per WSDOT standard plans at the time of construction.
32. 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 Services and Engineering reserves the right to require that covenants be recorded to address special maintenance requirements depending on final design.
33. Offsite improvements within Kitsap County and Washington State Department of Transportation rights of way are required and shall be substantively in accordance with the Memorandum titled STC Narrative for SEPA for Off-Site Improvements, prepared by Parametrix and dated November 20, 2020.
34. The portion of NW Sid Uhinck Drive constructed with the required Site Development Activity Permit shall be constructed to current County standards and deeded as public right-of-way.
35. Prior to requesting the Final Inspection for the required Site Development Activity Permit, applicant shall record a Right-of-Way Deed for NW Sid Uhinck Drive. Applicant shall submit a legal description of the area to be deeded, prepared by a land surveyor licensed in the State of Washington, to be attached to the deed document prepared by Kitsap County Public Works Department.
36. The Site Development Activity Permit shall include plans for construction of the road approach between the edge of existing pavement and the right-of-way line at all intersections with county rights-of-way. Approaches shall be designed in accordance with the Kitsap County Road Standards as established in Chapter 11.22 of the Kitsap County Code. Existing approaches may need to be improved to meet current standards.
37. Any required sidewalk shall be constructed prior to roadway paving. This note shall appear on the face of the final construction drawings.

38. The developer's engineer shall certify that there is adequate entering sight distance at the intersection of NW Sid Uhinck Drive and NW Chena Road, and at the intersection of NW Sid Uhinck Drive and the site access. Such certification shall note the minimum required sight distance, the actual sight distance provided, and a sight distance diagram showing the intersection geometry drawn to scale, topographic and landscaping features, and the sight triangle. The sight distance shall meet the requirements of the Kitsap County Road Standards. The certification shall also note necessary measures to correct and maintain the minimum sight triangle.
39. All work, equipment and materials for traffic signal and street lighting installations shall meet and be in compliance with all requirements of the Kitsap County Road Standards, Project Contract Provisions of Plans and Specifications accepted for construction by Kitsap County, Manual on Uniform Traffic Control Devices (MUTCD), National Electrical Manufacturer's Association (NEMA), National Electrical Code (NEC), Washington State Department of Transportation (WSDOT) Standard Specifications and Standard Plans, and the Occupational Safety and Health Administration (OSHA).
40. 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 Services and Engineering in writing when the plans have been submitted to WSDOT. Development Services and Engineering shall coordinate with WSDOT to determine if WSDOT has any comments to the submittal, but responsibility for obtaining concurrence from WSDOT lies with the property owner.
41. Final plan approval will require documentation of WSDOT approval for impacts to and any required mitigation on State Route 303. WSDOT point of contact is Dale Severson at (360) 357-2736:

Washington State Department of Transportation  
Olympic Region Development Services Attn: Dale Severson  
PO Box 47440  
Olympia, WA 98504-7440
42. Prior to scheduling the preconstruction meeting, the applicant shall apply for and have an approved ROW permit for all work within the county right of way. Additional permit conditions, bonding, traffic control, inspections, and other requirements may apply to the right of way permit and will be determined by Kitsap County Public Works.

**e. Fire Safety**

43. Project is required to comply with all applicable Fire and Life Safety requirements.

**f. Solid Waste**

44. KT shall be responsible for solid waste disposal and shall ensure that solid waste generated at this site is disposed of regularly and managed in a safe, sanitary manner.

**g. Wastewater**

45. Kitsap County sanitary sewer is available for the project. Applicant needs to submit a complete set of sewer plans, profiles, and specifications designed in accordance with Kitsap County Public Works - Sewer Utility Division Standards and Regulations.

46. Kitsap County currently serves sanitary sewer service to the property. Any changes to the service will require approval from Kitsap County Public Works - Sewer Utility Division.

**h. Kitsap Public Health District**

47. A Sewered Building Clearance will be required prior to building permit issuance.

**Report prepared by:**



\_\_\_\_\_  
Jeff N. Smith, Staff Planner / Project Lead

01/21/2021

\_\_\_\_\_  
Date

**Report approved by:**



\_\_\_\_\_  
Scott Diener, Department Manager

01/28/2021

\_\_\_\_\_  
Date

**Attachments:**

Attachment A – Site Plan -Site Over

Attachment B – Architecture -Perspective

Attachment C – Zoning Map

CC: Stephani Lilli, [steffanil@kitsaptransit.com](mailto:steffanil@kitsaptransit.com)  
Jeff Davidson, [jeffda@kitsaptransit.com](mailto:jeffda@kitsaptransit.com)  
Katheryn Seckel, [kseckel@parametrix.com](mailto:kseckel@parametrix.com)

Interested Parties:

[JohnElswick@chifranciscan.org](mailto:JohnElswick@chifranciscan.org)

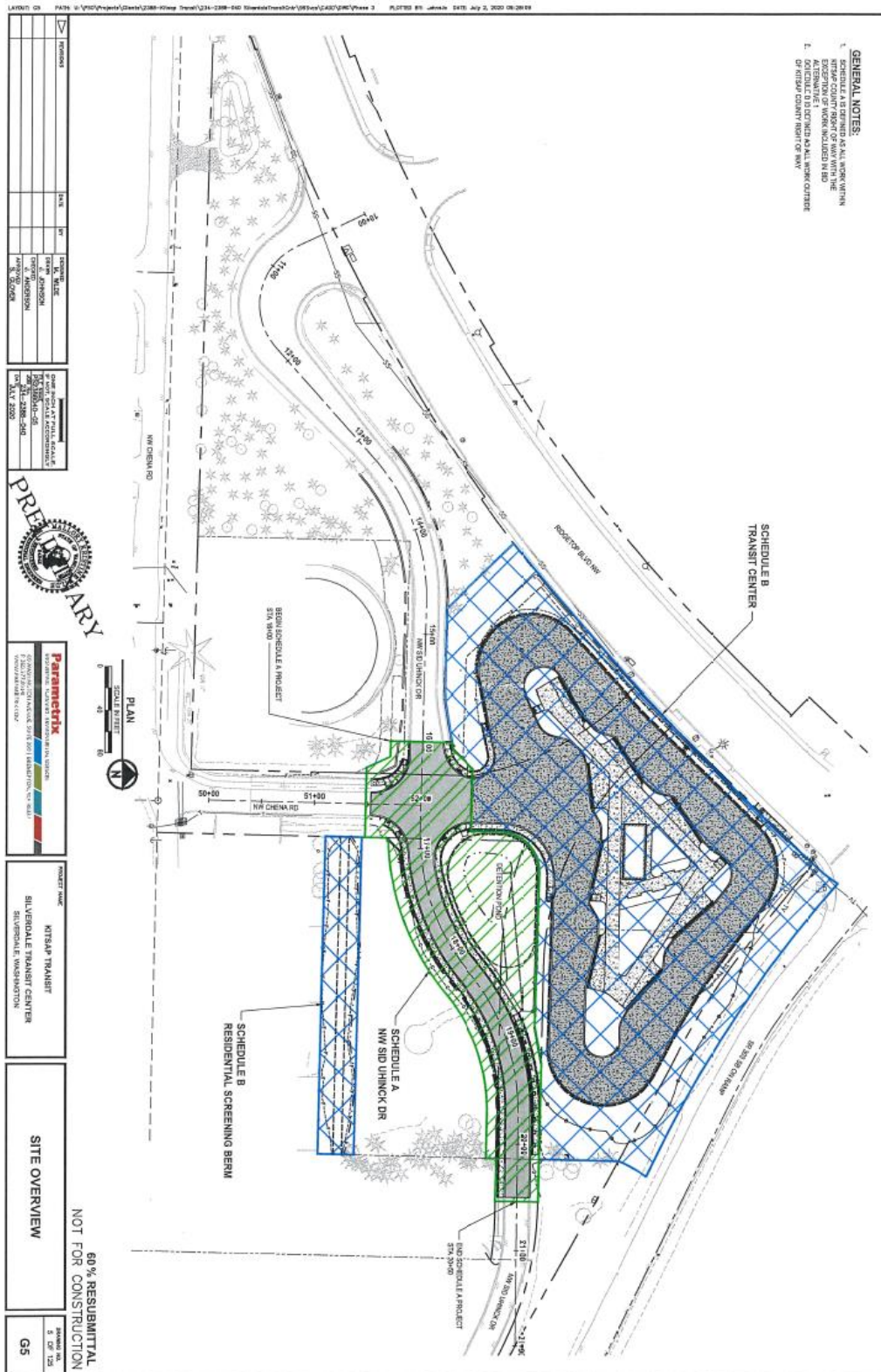
Bernadette Reynoso, 9950 Richardson Road NW, Bremerton WA 98311

Kitsap County Health District, MS-30

Kitsap County Public Works Dept., MS-26

DCD Staff Planner: Jeff Smith

### Site Plan



**Architectural Perspective**

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1 PERSPECTIVE VIEW FROM EAST

1 PERSPECTIVE VIEW FROM NORTH

2 PERSPECTIVE VIEW FROM EAST

2 PERSPECTIVE VIEW FROM NORTH

**Zoning Map**

