



# BROCHURE #59

## SITE DEVELOPMENT ACTIVITY PERMIT (SDAP)

### What is an SDAP?

A Site Development Activity Permit is a permit that the Department of Community Development reviews for land disturbing activities for project development, including development in critical drainage areas (such as steep slopes, shoreline, or wetlands), and for the use/improvement of unopened Kitsap County right-of-way.

The SDAP provides a mechanism to ensure stormwater quantity and quality concerns, as well as other infrastructure, including roads, sidewalks, utilities, and landscaping, are addressed prior to site development by:

- Requiring Stormwater Pollution Prevention Control Plans (SWPPP) for construction activities;
- Requiring review of site development construction plans and other stormwater documents for the development; and
- Inspecting site activities and stormwater facilities during construction.

### When is an SDAP Required?

An SDAP is required for any of the following activities:

- Site development or redevelopment activities meeting the definition of a large project per Kitsap County Code Title 12.08, outlined below.
- Site development or redevelopment activities requiring connection to a public storm drainage system.
- Grading resulting in the movement of 150 cubic yards or more of earth.
- Grading resulting in a temporary or permanent slope having a steepness exceeding 3 horizontals to 1 vertical and having a total

vertical slope height exceeding 5 feet.

- Grading that includes the construction of embankment berms which result in the impoundment of water to a depth exceeding 18 inches and/or a maximum volume exceeding 2,500 cubic feet of water.
- Grading resulting in the diversion of existing drainage courses, both natural and man-made, from their natural point of entry or exit from the grading site.
- Any land clearing or grading on slopes steeper than 30%, or within the mandatory setback of a wetland, stream, lake, or the Puget Sound (see brochures on [critical areas](#) and [setbacks](#)).
- Any construction activity within an identified critical drainage area. (see [Parcel Search](#))
- When the project, as determined by the director, will create, or contribute to an existing drainage problem in the area where development is occurring.

No site development activity, including land clearing, grading or other construction activity as described in Kitsap County Code, shall occur until a site development activity permit has been issued, nor shall said site development activity continue without a site development activity permit in force.

### What is a Large Project?

A “large project” means any new development or any redevelopment activity that is subject to Minimum Requirements 1 through 9 for Stormwater Management. Large projects include:

- Projects with disturbing activity of one acre or greater; or
- Projects with grading activities (cut plus fill) of five thousand cubic yards or more of material; or

- For sites within a census defined urban area or an urban growth area that:
  - Converts three-fourths acre, or more, of native vegetation to lawn or landscaped area; or
  - Converts two and one-half acres, or more, of native vegetation to pasture; or
- For sites outside census defined urban areas or urban growth areas that results in ten thousand square feet or more of new plus replaced hard surface area, or results in five percent or more of hard surface area covering the lot area (whichever is greater).

### When is an Engineer Required?

A professional engineer is required when one or more of the following conditions exists:

- Land use, building, or development on real property which meets the definition of a large project.
- Improvement within the boundaries of Kitsap County rights-of-way for which Kitsap County will ultimately assume responsibility for maintenance.
- Site development activity where the County determines it is in the public's best interest to require that certain submittal documents be prepared by a Professional Civil Engineer.
- Whenever an engineer is required by the Kitsap manual, including but not limited to design of conveyance, on-site storm water management, flow control, and water quality treatment BMPs.

### What if My Project is Not a Large Project but Engineered Drainage or SDAP is Still Required Per the Stormwater Worksheet?

If your project does not meet the definition of a large project but it is required to submit an SDAP due to critical areas, then your project can qualify to use the criteria for an Abbreviated Drainage Review - Engineered or a Simplified Drainage Review – Engineered.

These levels of review are applicable to small projects with specific drainage concerns. These

submittals are generally limited in scope to address specific impacts to the identified critical area(s) and provide mitigation. Development within critical areas require the appropriate specialist within the specific field to provide recommendations and design for mitigation. Specialists would include:

- For slope or stability-related critical areas: A qualified geotechnical engineer;
- For wetlands, streams, and shoreline critical areas; a qualified habitat biologist.

In most cases, a downstream analysis and energy dissipation design by a professional engineer, with concurrence from the appropriate critical areas specialist, is required.

### What is the Cost of an SDAP?

The cost of an SDAP varies with the project type and size. The [current fee schedule](#) is available on the County website, or from the Department of Community Development's Customer Service Center.

### What Other Permits May Be Needed for a Project Requiring an SDAP?

- Permit to Work in a County Right-of Way (Public Works Permit)
- Permit to Use, Alter, and/or Improve Unopened County Right-of-Way (Public Works Permit)
- Forest Practice Application (FPA)
- Building Permit (for structures, detention vaults, retaining walls, demolitions)
- Hydraulic Project Approval (HPA) from the WA Dept of Fish and Wildlife
- Shoreline Substantial Development Permit (SSDP) or exemption for certain types of work within 200 feet of a shoreline
- National Pollution Discharge Elimination System (NPDES) Construction Stormwater Permit from WA Dept of Ecology (when 1 or more acres are disturbed for total project, even if built in phases)
- Appropriate Land Use Approvals (as needed)

