



STAFF REPORT

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Staff Report PLATEAU AT LIBERTY BAY PRD & PRELIMINARY PLAT

To: Poulsbo Planning Commission
From: Edie Berghoff, Senior Planner
Date: April 2, 2024
Subject: PLATEAU AT LIBERTY BAY PLANNED RESIDENTIAL DEVELOPMENT AND PRELIMIANRY PLAT

Planning and Economic Development (PED) staff respectfully recommends approval of the Plateau at Liberty Bay Planned Residential Development and Preliminary Plat, Planning File P-12-06-22-02.

ACTION:

The Planning Commission shall hereby recommend (approval) (approval with modifications) (denial) to the Hearing Examiner of the Plateau at Liberty Bay Planned Residential Development and Preliminary Plat, Planning File P-12-06-22-02, and authorize the Chairperson to sign the Planning Commission Findings of Fact, Conclusion and Recommendation.

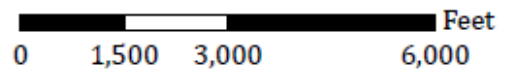
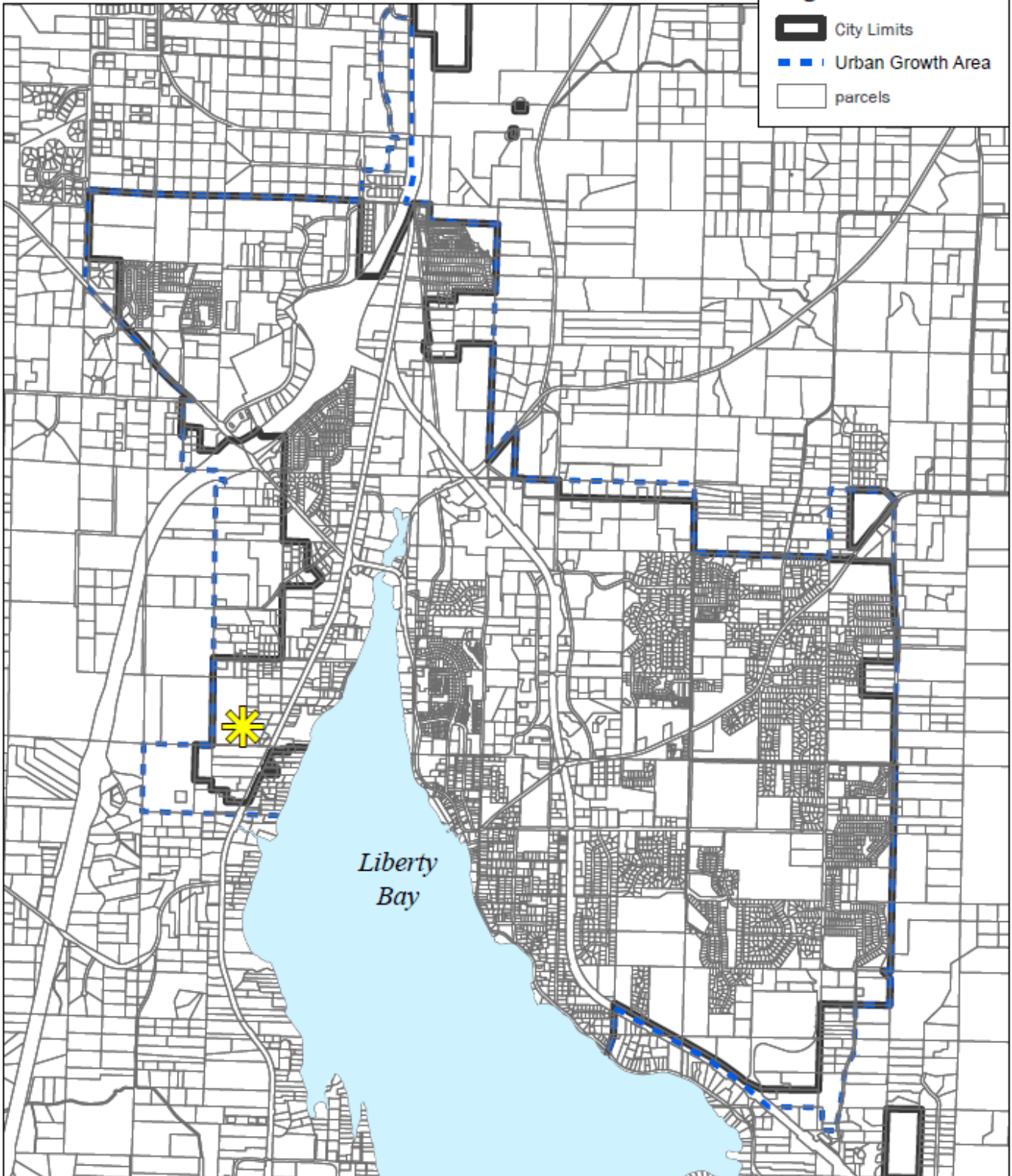
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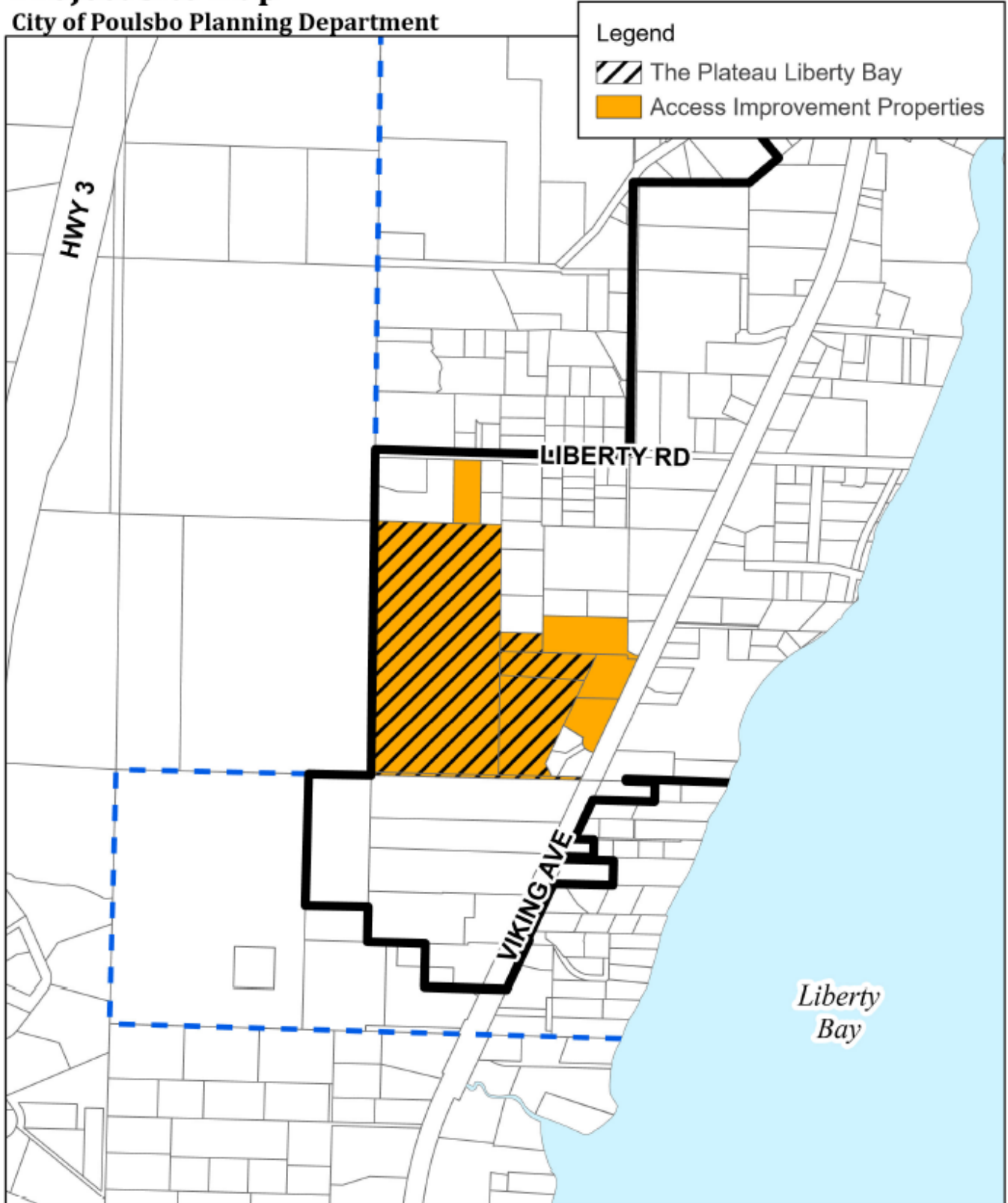
Vicinity Map

City of Poulsbo Planning Department



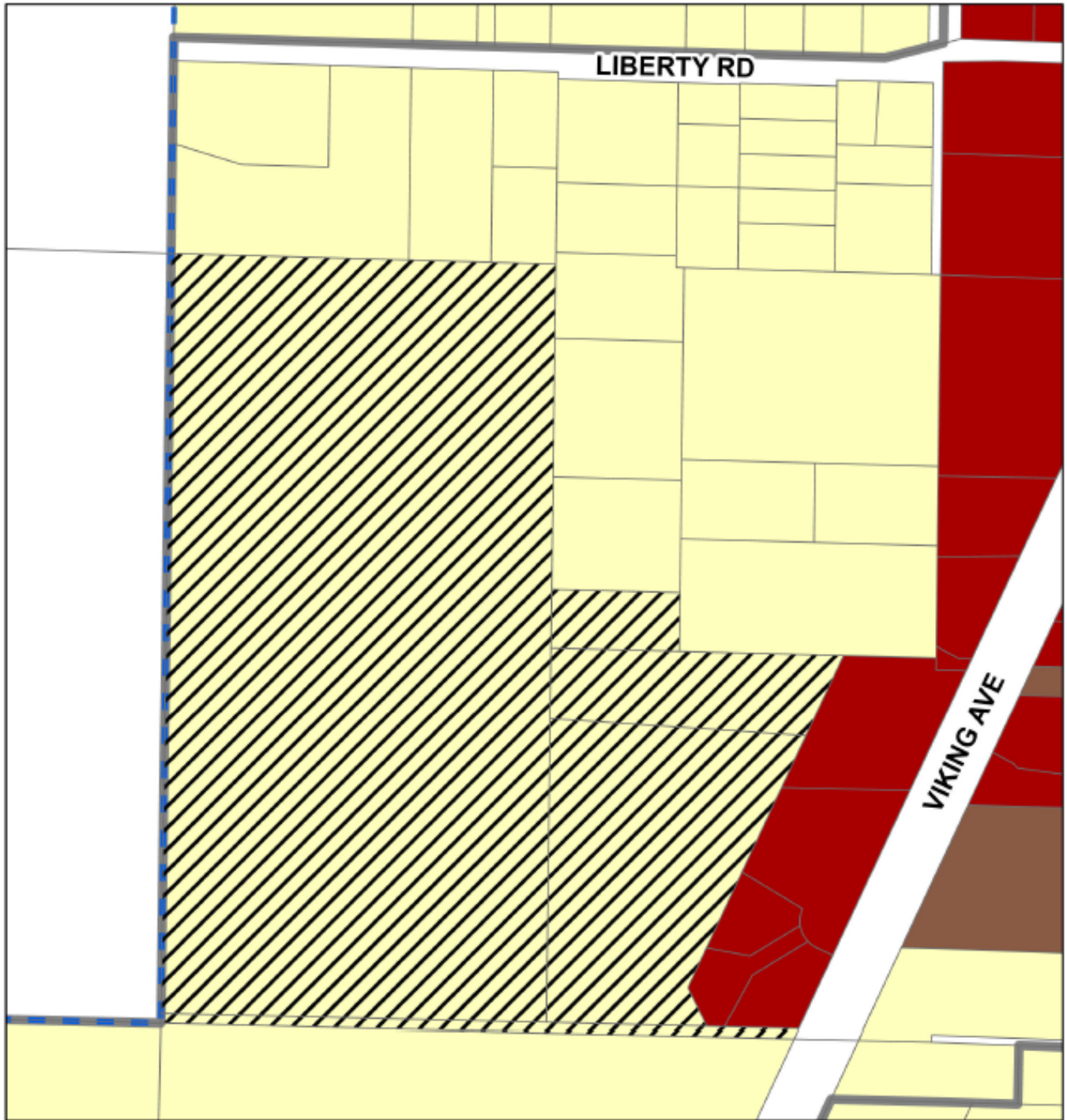
Project Site Map

City of Poulsbo Planning Department






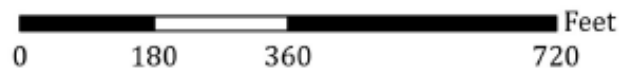
Zoning Ordinance Map

City of Poulsbo Planning Department



Legend

-  Residential Low
-  Residential High
-  C-2 Viking Avenue



PLATEAU AT LIBERTY BAY PLANNED RESIDENTIAL DEVELOPMENT & PRELIMINARY PLAT**PLANNING FILE P-12-06-22-02****I. GENERAL INFORMATION****Applicant Name and Address:**

Entitle Fund Two, LLC; c/o Geoffry Sherwin, PE; P.O. Box 188; Puyallup, Washington 98370

Agent Name and Address:

Geoffry Sherwin, PE; Director of Acquisition and Entitlement; JK Monarch; P.O. Box 188; Puyallup, Washington 98370

Owner Name and Address:

JNJ Holdings, LLC; 20882 Bond Rd. NE; Poulsbo, Washington 98370

Land Use Review:

Planned Residential Development & Preliminary Plat

Description of Proposal:

Project proposal is the subdivision of land for the construction of 63 single family lots with associated roadways, utilities, and open spaces. Four existing homes are planned to be demolished prior to final plat approval.

The site is approximately 26 acres of which critical areas make up approximately 12.8 acres, and an additional approximately 0.42 acres are encumbered by limited development easement. Critical areas and their buffers make up almost half of the project area and will remain naturally vegetated with existing trees and mitigation plantings in grass areas. Critical areas accommodate tree retention requirement. Open space is provided in tracts E and G-M. Amenities located in open space tracts include project park with big toy, benches and picnic tables, walking path and open play area; covered picnic benches and bar-b-ques near a soft surface trail; overlook with bench; and open play area with picnic tables and benches on the stormwater vault. Remaining open space tracts will be landscaped or remain in native vegetation.

Access to the site is via Viking Avenue NW, with emergency only access connection to NW Liberty Road. No modification of access to property south of the project is proposed. Development will connect to city water and sanitary and storm sewers. Water will loop with mains connection in NW Liberty Road and Viking Avenue. Development includes an additional approximately 0.54 acres offsite for access and slopes creation.

Location:

Project Properties Address Kitsap County Assessor Parcel Numbers	Access Improvements Properties Address Kitsap County Assessor's Parcel Numbers
19313 Viking Avenue 152601-3-023-2005	1161 Liberty Road 152601-3-002-2000
19521 Laurene Lane 152601-3-040-2004	19431 Viking Avenue 152601-3-027-2001
19179 Viking Avenue 152601-3-033-2003	No address 152601-3-036-2000
19321 Viking Avenue 152601-3-025-2003	No address 152601-3-055-2006
No address 152601-3-090-2102	

Legal Description: The site is comprised of 5 parcels.

Parcel A. Parcel No. 151601-3-023: The west half of the southeast quarter of the southwest quarter of Section 15, Township 26, Range 1 east, W.M., in Kitsap County, Washington; except the south 16.5 feet thereof. Parcel A-1. Parcel No. 152601-3-090: A non-exclusive easement for ingress, egress and utilities 16.5 feet in width over the south 16.5 feet of the southeast quarter of the southwest quarter of Section 15, Township 26, Range 1 east, W.M., in Kitsap County, Washington, lying west of Viking Way as described in Auditor's File No. 20040505385.

Parcel B. Parcel No. 152601-3-025: Lot 4 of short plat No. 1611 recorded under Auditor's File No. 7810020145, being a portion of the southeast quarter of the southwest quarter of Section 15, Township 26, Range 1 east, W.M., in Kitsap County, Washington.

Parcel C. Parcel No. 152601-3-090: The south 16.5 feet of the southeast quarter of the southwest quarter of Section 15, Township 26, Range 1 east, W.M., in Kitsap County, Washington, lying west of State Highway

No. 3. (Also known as a portion of resultant parcel a of boundary line adjustment recorded on February 11, 2009 as recording number 200902110043, in the official records of Kitsap County, Washington.)

Parcel D. Parcel No. 152601-3-033: That portion of the southeast quarter of the southwest quarter of Section 15, Township 26, Range 1 east, W.M., in Kitsap County, Washington, described as follows: Beginning at the south quarter corner of Section 15; thence north 89°59'49" west 655.51 feet; thence north 0°27'41" west 532.95 feet to the true point of beginning; thence continuing north 0°27'41" west 120.00 feet; thence south 89°42'24" east 497.98 feet; thence south 23°48'20" west 150.86 feet; thence north 87°17'58" west 436.60 feet to the true point of beginning. Parcel D-1: The easements described in real estate contract recorded April 22, 1971 as recording no. 995240, being more particularly described as tracts A and B as follows: Tract A: A non-exclusive easement for ingress and egress over and across the north 16.5 feet of the following described property: that portion of the southeast quarter of the southwest quarter of Section 15, Township 26, Range 1 east, W.M., in Kitsap County, Washington, described as follows: beginning at the south quarter corner of said section 15 thence north 89°50'49" west 655.51 feet; thence north 0°27'41" west 16.5 feet; thence south 89°50'49" east parallel to the south margin of said Section 15, 275.02 feet; thence north 27°56'46" west 72.40 feet; thence north 23°48'20" east 623.72 feet; thence south 89°42'24" east 168.10 feet; thence south to the south quarter corner of Section 15. Tract B: A non-exclusive easement for ingress and egress over an across the following 20 foot road, the center of which is described as follows: beginning at the south quarter corner of said Section 15; thence north 89°50'49" west 655.51 feet; thence 0°27'41" west 16.50 feet; thence south 89°50'49" east 275.02 feet; to the true point of beginning; thence north 27°56'46" west 94.59 feet; thence north 41°07'16" west 176.67 feet; thence north 20°1'14" east 65.28 feet; thence north 0°26'14" east 127.97 feet; thence north 35°56'29" east 121.27 feet to the terminus of this description.

Parcel E. Parcel No. 152601-3-040: The south 100 feet of the west 1/3 of the northeast quarter of the southeast quarter of the southwest quarter of Section 15, Township 26, Range 1 east, W.M., in Kitsap County, Washington. Parcel E-1. A non-exclusive easement for ingress and egress over and across the following described property: the easterly 20 feet of the north 180 feet of the west 1/3 of the northeast quarter of the southeast quarter of the southwest quarter of Section 15, Township 26, Range 1 east, W.M., in Kitsap County, Washington.

Parcel No. 152601-3-055: Lot 2 of short plat no. 1611. Recorded under Auditor's File No. 7810020145, and revised under Auditor's File No. 8410260102 (short plat no. 3674).

Comprehensive Plan and Zoning Designation:

Site: Residential Low (4 to 5 DU/1 AC)
 North: Residential Low (4 to 5 DU/1 AC)
 South: Residential Low (4 to 5 DU/1 AC)
 East: C-2 Viking Avenue Commercial
 West: Rural Residential (1 DU/5 AC) (County)

Existing Land Use:

Site: 4 single-family residences
 North: Single-family residential, vacant
 South: Single-family residence
 East: Vacant, Viking Avenue NW
 West: Forest land

Site Features:

The western edge of the site includes a fish bearing stream and stream adjacent wetland in a generally north-south trending ravine. The stream enters the northwest property corner at approximately 115' elevation and exits the southwest property corner at approximately 70' elevation. Additional wetlands are located in the center north and south of the property. Additional wetlands are found offsite, east of the property.

The site has a broad north-south trending ridge with elevation 140 in the north to 110 in the south. The southern half of the broad upland features a farm with home and barn and large clearing. West of the upland slopes to the stream. The east portion of the site slopes east toward Viking Avenue.

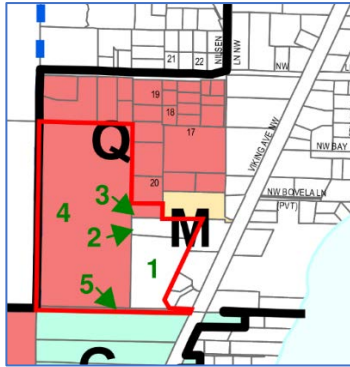
Three additional residences each with associated outbuildings and cleared area are located along the east edge of the upland. Remaining land area is treed.

Access to the farm and two additional properties is over a shared private driveway, known locally as "Marelaine Lane", at the south end of the project. "Marelaine Lane" also provides access to a property south of the development. The remaining home shares private driveway access near the location of proposed development access to the project.

History of the Site:

According to available County records the 5 project properties were residential use and zoning prior to annexation. Properties 1 and 2 joined the city 3-8-1985 (Ordinance 85-8 Ebel Annexation) in 1985 and properties 3, 4 and 5 joined the city 5-19-2010 (Ordinance 2010-12 Gaines Annexation) in 2010.

Recent annexations in vicinity of proposed project. Properties 1 and 2 were annexed in March 1985. Properties 3, 4 and 5 annexed in May 2010.



- Project Boundary
- 4 Property Number
- 2010-12 Gaines**
- Q Effective 5-19-2010
- 2006-06 Jackson**
- M Effective 5-1-2006
- 2005-03 South Viking Avenue**
- G Effective 1-24-2005

Upon annexation in 1985 properties were assigned Residential-Single Family (R-1). In 1994 the property zoning was renamed Residential Low (RL) consistent with the adoption of the Poulsbo Land Use Comprehensive Plan under the Growth Management Act and new Zoning Ordinance. The City and Kitsap County adopted the Poulsbo Urban Growth Area in 2009 with City zoning (RL) applied to properties in the Poulsbo Urban Growth Area. Properties annexed in 2010 retained RL zoning designation.

Kitsap historical records provide the following information for the five properties.

Property 1	<p style="text-align: right; color: orange; font-size: small;">11 30 2023</p>	<p>19321 Viking Avenue. Annexed in 1985 this property includes a 1957 house, 1957 shed, 1957 carport, and second carport of unknown age. The home is on well and septic. This property is approximately 3.83 acres.</p>
Property 2	<p style="text-align: right; color: orange; font-size: small;">11 30 2023</p>	<p>19379 Viking Avenue. Annexed in 1985 this property includes a 1961 house, 1961 carport, and second carport of unknown age. The home is on well and septic. This property is approximately 1.39 acres.</p>
		<p>Frank and Mabel Raab lived in this home. Elected in 1946, Frank served 14 years on City Council followed by 9 years as Poulsbo Mayor. Mabel began the (Poulsbo Lions) Bellringer Fund, raised funds for many local improvements (City Hall fountain, Grieg Hall), and founding member or founding director of many civic organizations.</p> <p>Due to the contributions of the Raab family, staff is requesting a SEPA mitigation to provide a sign/plaque that commemorates their contributions to the City of Poulsbo.</p>

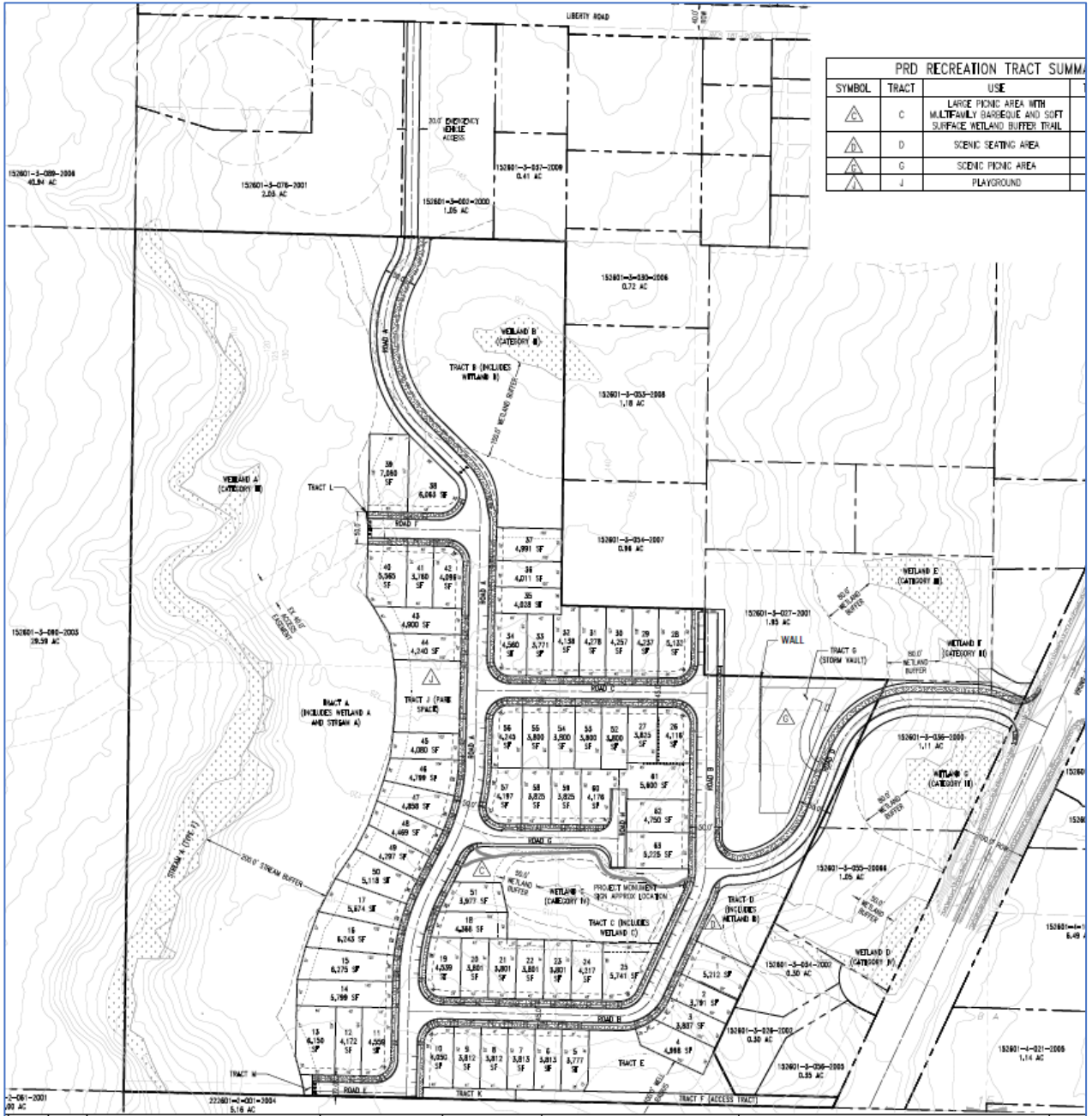
Property 3		<p>19521 Laurene Lane. Annexed in 2010 this property includes a 1972 house (manufactured home), and 1980 carport. The home is on well and septic. This property is approximately 0.5 acre.</p> 
Property 4		<p>19313 Viking Avenue. Annexed in 2010 this +19.4-acre property includes a 1921 house, 1950 shed, and 1921 barn. County records indicate at least 2 home remodels in 1951 and 1965. The home is on well and septic. This property is approximately 19.42 acres.</p> 
Property 5		<p>No address. Annexed in 2010 this vacant property is a 16.5 feet (1 rod) wide strip of land connecting Viking Avenue and property west of proposed development. The driveway, known locally as “Marelaine Lane”, approximates property location on Viking Avenue providing access for project properties addressed 19313, 16321 and 19379. The driveway also serves a property south of the project. This strip of property is approximately 0.41 acre.</p>

Aerial Photograph of Subject Site:



Project properties shown in red. Access improvement properties shown green.

II. PRELIMINARY PLAT DRAWING



III. APPLICABLE REVIEW CRITERIA

The criteria approval for this project is included in the Poulsbo Municipal Code (PMC). The review criteria were established January 23, 2023, the date the application was determined Technically Complete. In particular: PMC Title 16 Environment, and Critical Areas, PMC Title 17, Land Division, PMC Title 18 Zoning. The project was reviewed according to PMC Title 19 Permit Processing Procedures. Copies of applicable codes are available on request.

IV. CRITICAL AREAS ORDINANCE (PMC 16.20)

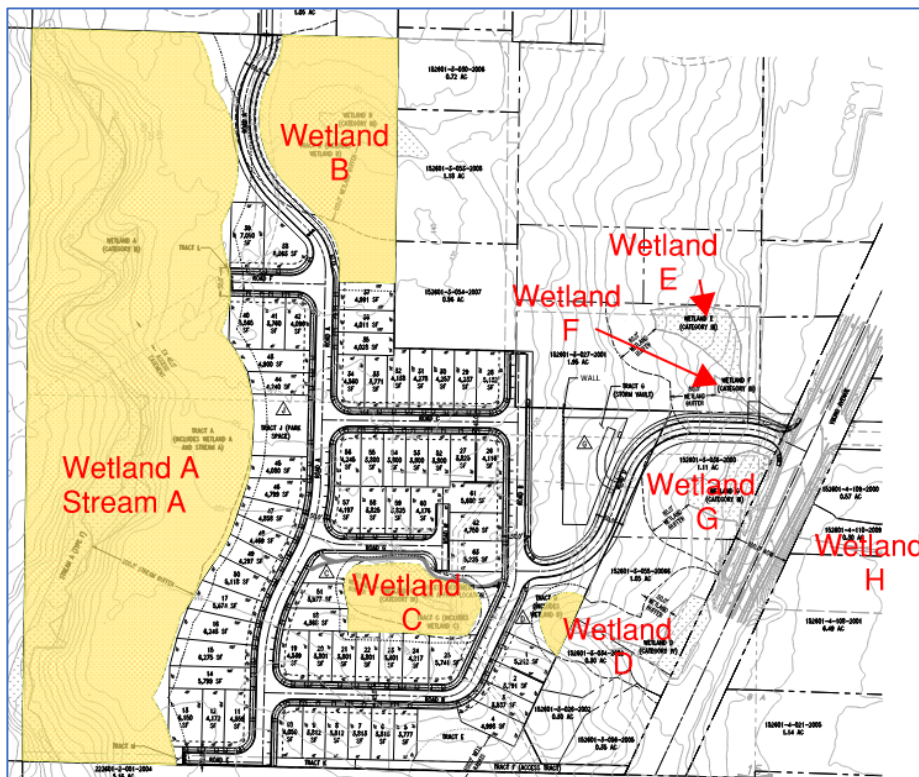
Initial wetland and fish and wildlife habitat critical area review of the wetlands and stream (WRI1) was reviewed by the city's peer review consultant (Grette1) to confirm conditions described, critical area delineation and category/typing prior to application design and submittal. At that time, the project was identified as the Viking Avenue NW PRD. The city's peer review (Grette1) identified "Wetland A receives hydrologic support from seeping groundwater along the side slopes of the North Fork Johnson Creek (Stream

A) ravine.” Storm water design was modified to include roof water dispersion in lots adjacent to stream buffer and Wetland C to maintain wetland hydrology (KPF3).

Setback from critical area buffers is required to be shown on project drawings, final plat drawings, and individual lot building drawings. Per PMC 16.20.135 the project proponent(s) is required to file a notice to title with the Kitsap County auditor. The notice will identify established critical area development conditions. The notice is to be filed before the notice of decision is issued. Minor structural intrusions are discussed in wetland mitigation plan section 4.4 (WRI3).

Where city adopted code, regulations and standards do not address critical areas and other SEPA requirements, refer to Section VIII, Environmental Review beginning on page 47 of this document. Project conditions of approval beginning on page 43 of this document are used when city adopted codes, standards and regulations are applicable an example is permanent signs and or fencing of critical area buffers is identified in city code and addressed in condition P13 rather than requiring through SEPA to mitigate impacts).

Overview. Eight wetlands, a stream and their buffers are associated with the project. Wetland A, associated with Stream A (North Fork Johnson Creek), is located near the west project boundary. The stream and Wetlands A, B and D extend offsite. Wetland C is located onsite. Wetland E is offsite north of Viking Avenue NW access (Road D). Wetland F is north and Wetland G south of Road D near Viking Avenue NW. Wetland H is located east (across) Viking Avenue NW from the project.



Wetlands and Stream associated with Plateau at Liberty Bay.

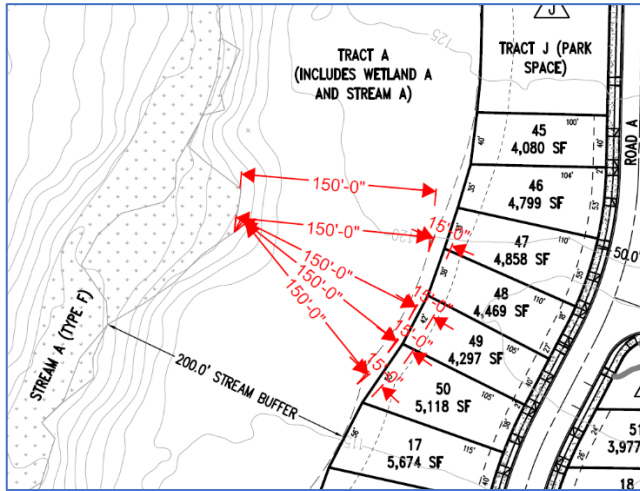
Wetlands

Pursuant to Table 16.20.230.A – Types of Land Uses, Residential uses (greater than one unit per acre) are considered high level of impact from land use. High impact use informs buffer width in Table 16.20.230.B – Wetland Buffer Width Standards. Buffer modification information follows Tables A and B in PMC 16.20.

PMC 16.20.210 identifies use of the Department of Ecology’s Washington State Wetland Rating System for Western Washington, 2014 Update (Ecology Publication No. 14-06-029) or as amended hereafter, to categorize wetlands for the purposes of establishing wetland buffer widths, wetland uses and replacement ratios for wetlands. Grette ‘s peer review confirms Ecology’s reassignment of scores in 2018-, and 80-foot buffer provided to offsite Category III Wetlands E, F and G.

Wetland A. Wetland A is a large, linear Category III wetland adjacent to Stream A in the west portion of the property. Pursuant to Table 16.20.230.B of PMC, Category III wetlands with habitat score of 7 associated with a high intensity land use require a 150' protective buffer. A 15' building or impervious surface setback from wetland buffer is also required.

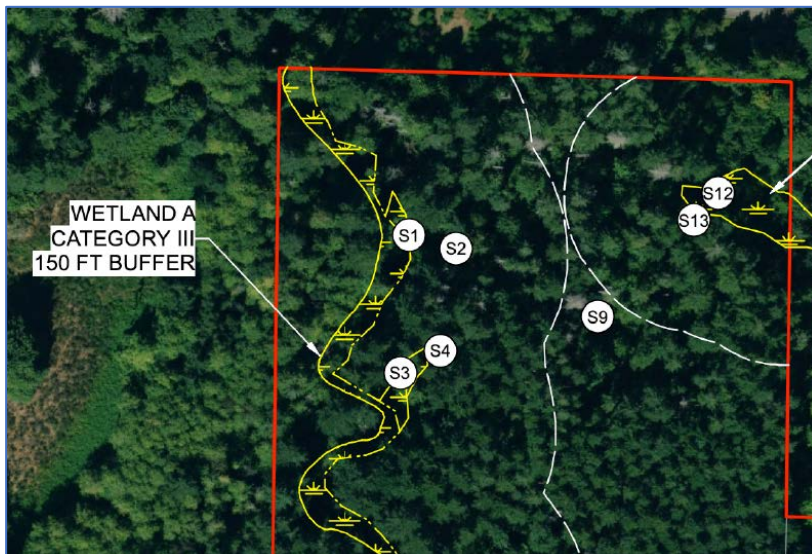
When two critical area buffers overlap the more restrictive buffer is required per PMC 16.20.315 A.4. There is a small area where the 150' wetland buffer extends beyond the stream buffer as shown on the drawing below. Lots accommodate the required adjustment; however, grading will require modification. A condition of project approval requires Wetland A buffer and setback and grading be shown on clearing and grading permits in the small area (condition P4). The area of buffer modification required is shown below.



Area of Wetland A buffer modification based on critical area buffer requirement is project condition P4.

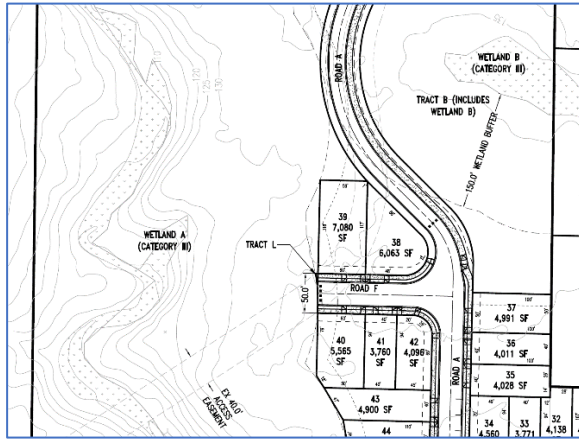
(Shown on KPFF1, Sheet C1.00.)

Verification of the wetland boundary by the city peer review consultant identified one minor modification of Wetland A boundary west of lot 39 (Grette1). Grette2 confirms boundary modification near wetland flags WRA14-15 and data plots S3 and S4 as shown in WRI3 Appendix D map. Required modification and buffer are shown in project drawings.



Area of Wetland A delineation modification west of lot 39 identified by city peer review consultant.

(Shown on WRI3 Appendix D map. Page 207 of exhibit.)



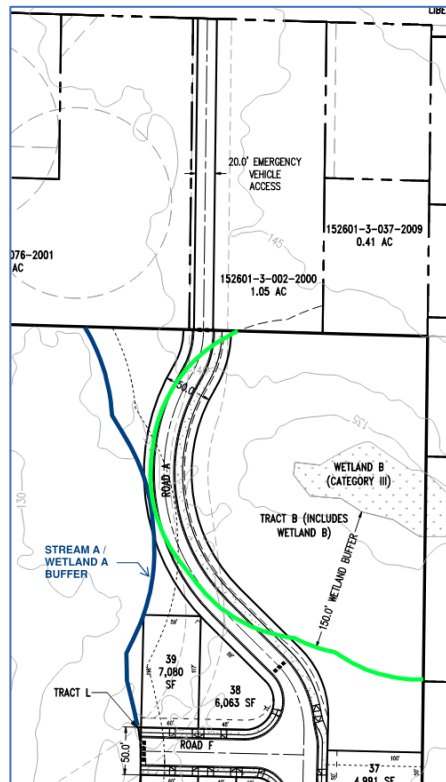
Area of Wetland A delineation modification west of lot 39 identified by city peer review consultant.

(Shown on KPFF1, Sheet C1.00.)

The city peer review consultant noted “Wetland A receives hydrologic support from seeping groundwater along the side slopes” of Stream A. (Grette 1). Per Ecology Stormwater Management Manual for Western Washington (SWMMWW) each lot abutting Wetland A/Stream A roof water to maintain hydrology as reviewed in Storm Drainage Report. Wetland A/Stream A buffer is not proposed for modification.

Wetland B. Wetland B is located in the site’s northern extension. The onsite portion is upslope from the remainder of the wetland. Wetland B is a Category III wetland located in a depression with a habitat score of 6. Table 16.20.230.B identifies this wetland associated with a high intensity land use requires a 150’ protective buffer. A 15’ building or impervious surface setback from buffer is also required. Wetland B extends offsite to the east-southeast. Buffer averaging is proposed.

Emergency Access. Proposed emergency road access is a 50’ wide right-of-way accommodating two 10’ wide lanes with sidewalk on one side in the project, and a 20’ wide easement accommodating two lanes off site. Fire department minimum access with requirement is 20’. Emergency access connects the site to NW Liberty Road. Lane width and sidewalk reduction reduces impact to critical area buffers.



Emergency access road connects to NW Liberty Road. Wetland B buffer, shown green, and Wetland A / Stream A buffer, shown blue, almost touch. Buffer averaging is proposed for Wetland B. Wetland A/Stream A buffer remains intact as proposed.

(Shown on KPFF1, Sheet C1.00.)

Buffer averaging is proposed to accommodate an emergency access only road. Engineering standards require residential developments with more than 30 units provide 2 access connections to the public road system or are required to show where a future access will be located. Emergency services also identifies two entrance locations required for larger projects and/or sprinklering of homes. Multiple water system connections for larger projects is also identified as a requirement for this project with second connection provided coincident with emergency access. Multiple intersections and access points were considered from Viking Avenue NW, but do not adequately serve emergency or water system needs and would impact other wetlands on- and/or off-site. (See Wetland F and G below for Viking Avenue access alternative discussion.)

Wetland B and Wetland A/Stream A buffers almost touch in the north extension of the project. Proposed road location avoids grading and construction in the Wetland A/Stream A buffer and reduced buffer of Wetland B. However, approximately 200 square feet of the Wetland A/Stream A buffer is in the 50' wide right-of-way. Condition P5 requires any modification of the Wetland A/Stream A buffer along the roadway requires report and peer review; mitigation may be required.

WRI3 section 4.1 reviews Wetland B buffer width averaging as provided for in PMC 16.20.230.E. Accommodating emergency access reduces the buffer by 9,770 square feet. To offset the reduction, buffer increase of 9,780 square feet is proposed adjacent to new onsite residential lots. The narrowest Wetland B buffer width proposed is 112.5', and is the maximum reduction provided in the CAO. An increase of 10 square feet of buffer area is projected.

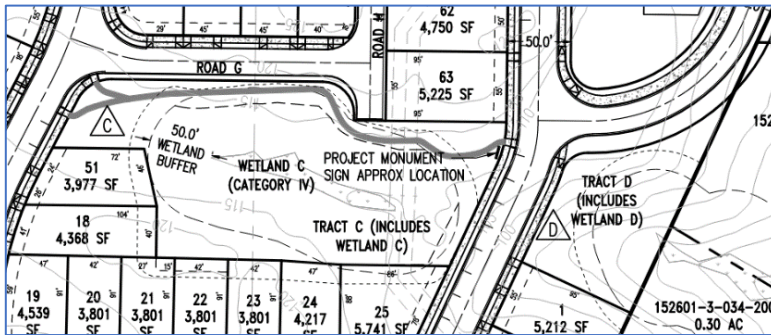
Further, WRI section 4.4, identifies construction of the emergency access will require the 15' building or impervious surface setback from wetland buffer (and 25' building setback from stream buffer) to be removed along the emergency access roadway as it is not possible to construct the emergency roadway and maintain the setback. WRI section 4.4.1 identifies distance between Wetland A / Stream A buffer and Wetland B averaged buffer is 38'.

Wetland C. Located in the center of the site, Wetland C will be surrounded by development. Wetland C, a sloped category IV wetland with a total of 15 points and habitat score of 5. Table 16.20.230.B identifies this wetland associated with a high intensity land use requires a high intensity 50' protective buffer. A 15' building or impervious surface setback from buffer is also required. Wetland C will continue to provide overflow to Wetland D.

Buffer averaging is proposed. Section 4.1 of WRI3 reviews Wetland C buffer averaging proposed under PMC 16.20.230.E. Buffer reduction is in the north and southeast wetland buffer areas. Proposed reduction totals 3,435 square feet with landcover including trees and maintained lawn. A north-south driveway is east of the wetland, crossing the wetland buffer. Buffer increase totaling 3,480 square feet southwest of the wetland contains trees and is near the higher functioning area of the wetland. The buffer averaging plan includes restoring with native vegetation the lawn and driveway areas, increasing buffer functions. Identified enhancement mitigation for Wetland F impact (reviewed below) will take place in and adjacent to Wetland C. (WRI3).

The narrowest width proposed for Wetland C buffer is 37.5' which is the maximum reduction provided in the CAO. An increase of 55 square feet of buffer is projected. The 15' building or impervious surface setback will surround the averaged buffer. Dispersion trenches, located in the wetland setback, provide roof water to maintain wetland hydrology. (KPPF1 sheet C3.10). Further, WRI3 reviews, and grading plan identifies, grading will occur in the setback. (WRI3 and KPPF1 sheet C1.00)

Dispersion of water from roofs will feed the wetland and enhanced buffer area as the Storm Drainage Report and Ecology SWMMWW provides. (Exhibit E, KPPF6, page 11). Buffer reduction will not adversely affect existing habitat functions within Wetland C. (Exhibit C, Grette2, page 2). Dispersion and project amenity soft surface trail is located in the setback from Wetland C buffer.



Wetlands C is centrally located in the development. Wetland D, located east (right) will continue to receive overflow from Wetland C.

(Shown on KPFF1, Sheet C1.00.)

As recommended in Grette3:

- 10-year Monitoring Success Standard includes delineation of creation areas shows no net loss of wetland area (WRI3 section 6.2.2). Condition P1 development be in conformance with plans and reports including WRI3 which identifies no net loss standard and is consistent with PMC 16.20.205.
- Creation area monitoring for two additional years (Year 7 and Year 10) to ensure no net loss standard is met (WRI3 section 6.2.2). Condition P1 development be in conformance with plans and reports including WRI3 which identifies no net loss standard and is consistent with PMC 16.20.205.
- Coordination and/or authorization from Ecology and USACE for the permanent wetland impacts is required in condition P3.

Wetland D. Wetland D is a sloped Category IV wetland with a total of 15 points and habitat score of 6. Table 16.20.230.B identifies this wetland associated with a high intensity land use requires a high intensity 50' protective buffer. A 15' building or impervious surface setback from buffer is also required. A small, less than 50 square feet, portion of Wetland D is located on site. Wetland D will continue to receive overflow from Wetland C. WRI3 reviews the wetlands and grading plan identifies grading will occur in wetland buffer setback. (WRI3 and KPFF sheet C3.00) Wetland D has historically received, and will continue to receive, overflow from Wetland C. Viking Avenue NW roadway was constructed on a fill berm with wetlands D, F, and G ending near the upper side of the berm.

Wetland E. Wetland E is an offsite sloped Category III wetland with a habitat score of 5. This wetland requires a high intensity 80' protective buffer as amended by Ecology's rating system. A 15' building or impervious surface setback from buffer is also required. Located north of the development site Wetland E and Wetland F buffers merge. Wetland E slopes east toward commercial development and Viking Avenue NW. North, south, and east of the wetland are two frequently traveled driveways for residences located offsite.



Wetland E is located offsite between frequently traveled driveways serving offsite residences. Arrow is pointing at the northeast area of wetland.

Wetland F and Wetland G. Located north and south of project access roadway to Viking Avenue NW. Wetlands F and G are offsite sloped Category III wetlands with a habitat score of 5. Both wetlands require a high intensity 80' protective buffer as amended by Ecology's rating system. A 15' building or impervious surface setback from buffer is also required. Wetland E, F and G buffers overlap.

The main access, Road D, connection to Viking Avenue impacts 390 square feet of Wetland F and crosses the buffer between Wetlands F and G. Driveways encircling Wetland E will provide connection to main access roadway. WRI3 reviews access road alternatives considered and access road impacts and mitigation.

Access Road Alternatives. Viking Avenue, a minor arterial, is the city preferred primary access to the residential site. A new residential collector will be constructed to the site from Viking Avenue as shown on the Land Use Comprehensive Plan Transportation Element Poulsbo Local Access Street Classification Map, Figure TR-2. Project internal roadways provide neighborhood collector north and south through the project, also shown on Figure TR-2.

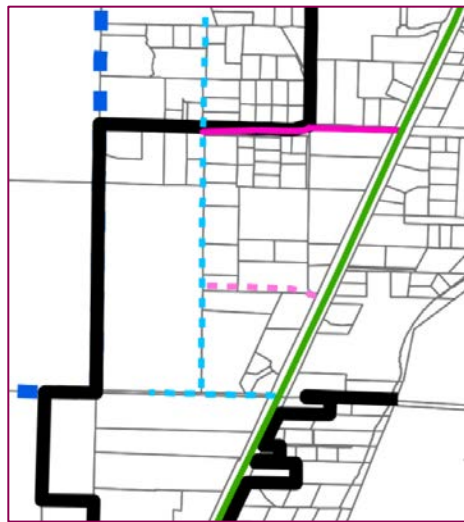
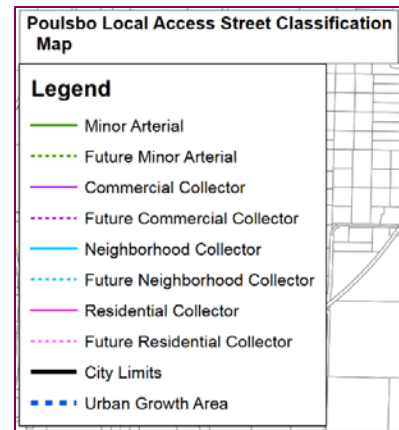
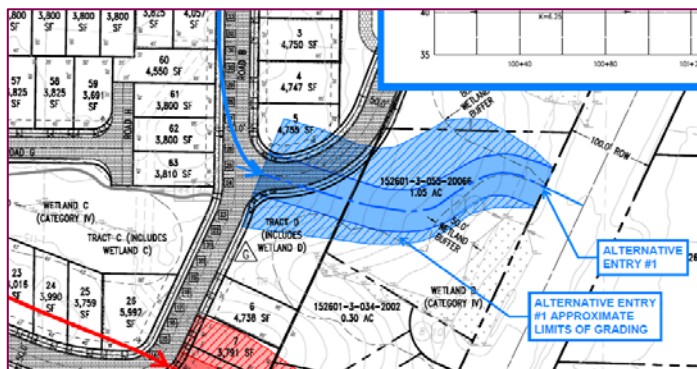


Figure TR-2 showing future neighborhood and residential collector general location.



Three alternative Viking Avenue intersection locations were considered to provide primary access for the project. Each includes modification to wetland and buffers; one includes road construction and grading adjacent to a neighbor recorded well protection radius. Roadway profiles at the maximum grade of 12 percent and approximate limits of grading are shown for Alternatives 1 and 2. Alternative 3, the selected alternative, is shown in project drawings.

Alternative 1. Located near the center of the project, this alternative indicates grading an estimated 9,400 square feet in wetland D buffer and 3,200 square feet in wetland G buffers. In the development, the west road end shown on the drawing is approximately 23 feet below existing land surface. The additional grading or wall construction required to lower internal roads and lots 23 feet would impact Wetland C and its buffer. The landscape and drainage median in Viking Avenue NW will require modification.

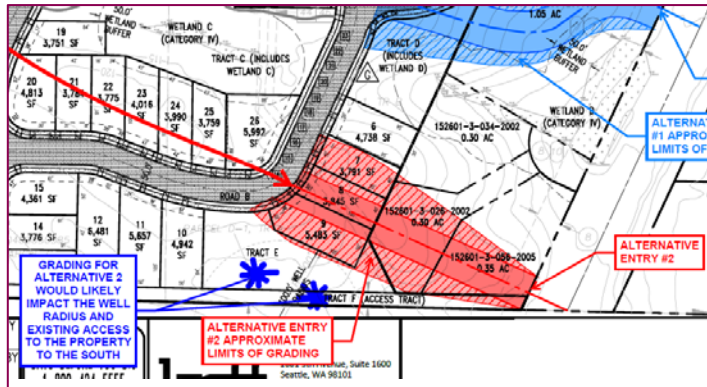


Alternative 1

(KPF2, sheet C1.00)

Alternative 2. Located toward the south project boundary, this alternative does not impact wetlands along Viking Avenue. However, this access does impact adjacent property access and approximately 175 square feet of a protective well radius recorded in 2009. The western road end is estimated 20 feet below existing land surface, and additional grading or wall construction required could potentially impact wetland C. The landscape and drainage median in Viking Avenue NW may require modification.

This access is shown as a future neighborhood collector on Figure TR-2 above and could be constructed with development of property south. Roadway connectivity between the project and property south is provided at the south end of project Road A.



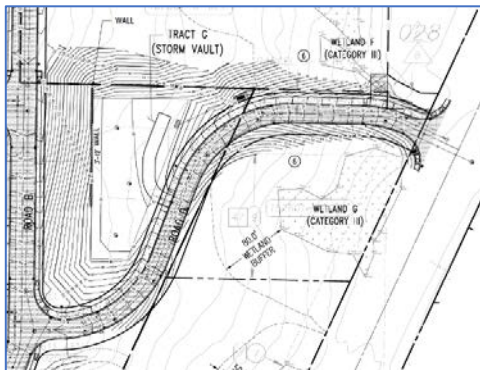
Alternative 2

(KPF2, sheet C1.00)

Alternative 3. The northern most access location reviewed is the selected alternative aligning with the future collector shown on Figure TR-2 above.

The access road in this area is longer and does not impact on site wetlands or their buffers. Modification of the Viking Avenue NW median is not required. This is the main access location identified for a development plan on the 5 commercial zoned lots between Viking Avenue NW and proposed project in late 1980s.

Wetland F and G buffers totaling an estimated 18,900 square feet and Wetland F estimated 360 square feet are impacted. An area of Stream A/Wetland A buffer grass area will be planted with native vegetation. Wetland enhancement and wetland mitigation are provided for impact to Wetland F (Exhibit C, WRI3, section 4.2.2).



Alternative 3

The selected alternative. Road D, the main project access transverses the wetlands buffer west of the Viking Avenue NW intersection.

(KPF1, Sheet C1.00.)

Proposed road access is a 50' wide right-of-way accommodating two 11' wide lanes with 8' sidewalk on one side. Lane width and sidewalk reduction reduces impact to critical area buffers.

Poulsbo Engineering Department is revising construction standards for roadways and considers Road D connection a right-of-way narrowing test example. Road D as shown below is the third alternative connection to Viking Avenue NW considered. See also Engineering Department Memorandum (Exhibit G).

Viking Avenue NW roadway was constructed on a fill berm with wetlands D, F, and G ending near the upper side of the berm. Culverts crossing under Viking Avenue NW provide water to Wetland H.

See Engineering Memorandum (Exhibit G) for more information.

Wetland H. Wetland H is located east of Viking Avenue NW, formerly Highway 3. Wetland H is a sloped Category III wetland with a total of 15 points and habitat score of 6. Viking Avenue NW roadway was constructed on a fill berm. Wetland H begins near the lower east edge of the berm and slopes toward Liberty Bay. Drainage Report, Appendix E notes “The east side of the wetland is influenced by the tide cycle of Liberty Bay with water levels rising and falling regularly regardless of storm events.” Historically, stormwater is carried in a culvert under the public roadway before discharging into an open-air ditch-type feature located in Wetland H. It is not known when the culvert was installed, or ditch feature created.



Wetland H is located east of Viking Avenue NW slopes toward Liberty Bay. Future site stormwater will join existing storm flow under Viking Avenue NW contributing to an open-air ditch type feature.

(KPFF5, attachment C)

Drainage Report, Appendix E indicates stormwater flows through the wetland with limited influence on wetland hydrology. The SWMMWW provides Minimum Requirements that must be reviewed. Minimum Requirement 8 (MR-8) Wetland Protection analysis confirms compensatory mitigation is required. Ecology confirmed MR-8 compensatory mitigation is required.

Appendix E of Drainage Report (Exhibit E, KPFF6) identifies the open-air ditch feature in Wetland H is 5,030 square feet located on two private properties. The appendix indicates compensatory mitigation within the wetland and buffer are not feasible. Mitigation site identified is in Stream A / Wetland A buffer adjacent to mitigation area for Wetland F. The planting plan for Wetland F mitigation will be expanded to include 5,200 square feet Wetland H compensatory mitigation area resulting from MR-8 review. Grette3 and Grette4 (Exhibit C) provides peer review of proposed MR-8 compensatory mitigation concurring proposal is appropriate. Condition P1 requires implementation of the proposed mitigation.

See Engineering Memorandum (Exhibit G) for more information.

Fish and Wildlife Conservation Area

Initial site visit by the City’s peer review consultant occurred July 12, 2022 to review stream boundaries (Grette1). The Type-F1 rating of Stream A (North Fork Johnson Creek) was confirmed, as 6 to 8 juvenile salmonids (either coho salmon or cutthroat trout) were observed on site (Grette1). Type F1 streams require a 200’ buffer in accordance with Table 16.20.315 of the PMC. A 25’ building setback is also required.

The North Fork Johnson Creek flows in a shallow ravine north to south near the west project boundary. Wetland A is associated with the creek extending north, south and west of the project property. Required building setback from the buffer may contribute to specific yard setbacks and minor structural or impervious surfaces intrusions may be permitted within the required building setbacks with approval of the PED Director. Setback from buffer is required to be shown on project drawings, final plat drawings, and individual building lot plans,

No modification of stream buffer is proposed. Road E and F extend to the buffer. The roads are located at the south project boundary where a historic logging road bridged the creek (Road E) and approximately 1/3 of the property distance from the north aligning with an existing access easement to property west (Road F). Roads are not proposed for extension at this time and will require further review if proposed in future. Road ends are to be designed to direct drainage away from the buffer (condition P5).

Animals. Poulsbo is located in the Pacific flyway.

Current and future runoff from the site enters Liberty Bay. Grette1 notes several juvenile salmonids were observed in Stream A confirming Type F1 stream is appropriate. The North Fork Johnson Creek travels approximately 0.25 miles before joining the first of 3 additional branches of Johnson Creek. The combined creek enters Liberty Bay which is known salmonid habitat. Mitigation S1 addresses animals.

Plateau at Liberty Bay proposes to maintain the 200' buffer identified for Type F1 (salmonid) streams in Poulsbo CAO without modification. The 10.5 acre Wetland A and North Fork Johnson Creek buffer and 1.9 acre Wetland B buffer will continue to provide habitat and access for animals in the area. Typical lower elevation animals are found at this site. A portion of buffer will be mitigation area with replanting native species.

Two of the 3 additional branches traverse forested acreage properties, cross under state highway 3, and extend through forested acreage properties to Hood Canal. Kitsap County acquired approximately 185 acre properties from Washington state through Conservation, Recreation and Transaction Division Trust Land Transfer Program which surrounds a branch of Johnson Creek.

Emergency Access. No modification of stream buffer is proposed. WRI section 4.4, identifies construction of the emergency access will require the 25' building setback from stream buffer be removed along the emergency access roadway as it is not possible to construct the roadway and maintain the setback. WRI section 4.4.1 identifies distance between Wetland A / Stream A buffer and Wetland B averaged buffer is 38'. Condition P6 requires any modification of the Wetland A/Stream A buffer along the roadway segment requires report and peer review; mitigation may be required.

Wetland B buffer averaging is proposed to accommodate an emergency access only road. Engineering standards require residential developments with more than 30 units provide 2 access connections to the public road system or are required to show where a future access will be located. Emergency services also identifies two entrance locations required for larger projects and or sprinklering of homes. Multiple water system connections for larger projects is also identified as a requirement for this project with second connection provided coincident with emergency access.

Wetland B and Wetland A/Stream A buffers almost touch in the north extension of the project. Proposed road location avoids grading and construction in the Wetland A/Stream A buffer and reduced buffer of Wetland B. However, approximately 200 square feet of the Wetland A/Stream A buffer is in the 50' wide right-of-way. Condition P6 requires any modification of the Wetland A/Stream A buffer along the roadway to provide a report and peer review; mitigation may be required.

Historic Use. Public comment indicates one resident dumped all household garbage in the southwest portion of the site and the same former property owner repaired guns and used the center of property toward west as a personal shooting range. The commentor further claims the two noted areas likely have lead. In addition, Ecology provided an ERTS report to Kitsap Public Health and the city NPDES manager identifying similar concerns. The current property owner is not identified as creating or causing material placement. See Section IX, comment K and Exhibit H.

PMC 16.20.315 identifies buffers are to be retained in at least the quality of their existing condition. The project does not propose impacts or reductions of the 200' stream buffer, although mitigation for Wetland F and G and SWMMWW MR-8 requirement will replace grass field with native vegetation as reviewed in WRI2, WRI3, KPFF4, KPFF5, Grette3 and Grette4. Reports and peer review are in Exhibit C.

PMC 16.20.120 General Exemptions L.4 identifies refuse and debris materials on the soil surface can be removed by hand or hand-held light equipment. Appropriate methods to protect native vegetation and water quality and minimize vegetation disturbance are required.

Mitigating conditions S2 and S3 identify investigation in grading areas to determine if the grading area include a reported historic residence dump site and private shooting range material that may require remediation. Mitigating condition S4 identifies contamination and or debris found during mitigation planting in the stream buffer may require remediation. If found coordination with Health Department and city is required to determine if removal and remediation is needed. Any removal and remediation is subject to the critical areas ordinance requirements including replanting. City consultant peer review of inspection and or replanting report(s) are at the discretion of the PED Director and at expense of the applicant/developer.

Geologically Hazardous Areas

PMC 16.20.410 classifies potentially geologically hazardous areas as geologically hazardous areas or areas of geologic concern. A standard buffer of twenty-five feet from the top, toe, and all edges of geologically hazardous areas and areas of geologic concern, unless otherwise specified in a geological report or site-specific determination. Retention of existing vegetation or replanting native vegetation in buffer areas is identified in PMC 16.20.420.C.

Geotechnical Engineering Study identifies that North Fork Johnson Creek is in a ravine with sidewalls extending to a height of approximately 35' and slope generally over 30 percent. Evidence of daylighting groundwater or seeps along the slope face was not observed in July 2022, Boring 1 produced perched groundwater seeping approximately 20' and heavy groundwater seepage approximately 25' below ground surface. Water seeps associated with slope gradient "the ravine sidewall may be considered an area of geologic concern", per PMC 16.20.410.B.4. At the time of our fieldwork, the slope was characterized as stable due to the presence of dense to very dense soils in the area and the absence of obvious indications of surficial instability." (ESNW1). ESNW1 concludes that based on the development plan the typical buffer of 25' in addition to a 15' setback from wetland buffer should be applied. Further, ESNW2 notes the Wetland A/Stream A buffer and setback from buffer are greater than the recommended.

No other evidence of geologically hazardous area was observed on site.

Critical Aquifer Recharge Areas

Aquifer Recharge Area of Concern (ARAC) includes highly permeable soils, areas above shallow principal aquifers and areas of high concentrations of wells. High concentration is identified at 36 or more Group B and private domestic wells within one mile. Ecology well log database provides 35-40 wells within 1 mile are or were drinking water wells. An additional 250+ wells serving a variety of purposes or unknown purpose are also within 1 mile of the site.

ARAC is also considered due to proximity of wetlands and stream, potential for low impact development, and since dispersion of roof water will supply seeps in the ravine and replenish Wetland A/Stream A groundwater. Grette1 provides "Wetland A receives hydrologic support from seeping groundwater along the side slopes of the North Fork Johnson Creek (Stream A) ravine." Infiltration is considered infeasible across most of the site due to presence of consolidated ice-contact deposits (ESNW1). Wet-season groundwater monitoring indicated perched groundwater 13' to 7' below ground surface observed in monitoring wells (ESNW1).

Properties which meet criteria found in PMC 16.20.510.B are reviewed when applicants propose operations that pose a potential threat to ground water as listed in Table 16.20.515. The proposed use is Residential Development which is not listed as activity with potential threat to groundwater identified in Table 16.20.515. A hydrogeological report is not required to address residential development.

Stormwater treatment and infiltration is required where soils permit and is determined feasible when PMC 16.20.510.B criteria are met. Large scale stormwater infiltration is determined infeasible due to water mounding and insufficient vertical separation between stormwater infiltration pond and groundwater. Project was redesigned incorporating small scale, lot specific stormwater dispersion in support of hydro-period of Wetlands A and C. Small scale dispersion is identified for use on site (ESNW1).

Area water purveyors, tribe and Kitsap Public Health District were provided Notice of Application and will be provided environmental determination notification.

V. LAND DIVISION ORDINANCE (PMC TITLE 17)

The Land Division Ordinance provides that the review authority may approve a proposed preliminary plat only if criteria in PMC 17.60.040 are found met, or specified conditions have been issued to satisfy the criteria. The Planning Commission is tasked with making a recommendation to the review authority.

A. PMC 17.60.040 Decision criteria.

1. The proposed preliminary subdivision conforms to the requirements of this title.

Staff Comment. As reviewed and conditioned, the proposed preliminary subdivision conforms to the requirements of Title 17, Land Division. The City Engineer has reviewed the project for consistency with Chapter 12.02, Construction and Development Standards, and supports approval of the preliminary plat subject to all conditions of approval.

See also Exhibit G, Engineering Department Staff Report Memo.

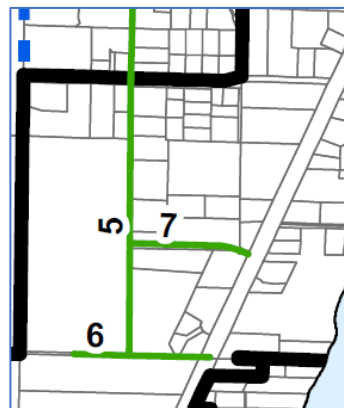
2. The proposed preliminary subdivision conforms to the site requirements for the zoning districts in which the property is located and/or other applicable zoning provisions.

Staff Comment. As reviewed and conditioned, the proposed preliminary subdivision conforms to the requirements of Title 18, Zoning. The site is designated “Residential Low” in the Zoning Ordinance Map and is being platted consistent with this zoning designation. Zoning consistency is reviewed in Section VI of this staff report (page 23).

3. The proposed preliminary subdivision:

- a. Makes adequate provision for streets, roads, alleys, other public ways, and transit stops as required; and the proposed street system provides for the safe, orderly and efficient circulation of traffic.

Staff Comment. The applicant will be required to provide street improvements, including sidewalks, consistent with the City of Poulsbo’s street standards. Entrance Road D deviation provides 11 feet wide lanes with sidewalk on one side allowing reduction in right of way between wetlands and impacting less wetland, wetland buffer, and buffer setback. Emergency Road A deviation provides 10 feet wide lanes with sidewalk on one side allowing reduction in right of way between wetland and stream/wetland and impacting less critical area buffer and buffer setback. Offsite, emergency Road A provides minimum width identified by emergency services. Roads D and A, identified new road connection in Land Use Comprehensive Plan Transportation Element Figure TR-3 2036 New Roadway Segments Map (shown below), is proposed to be built through proposal.



Left: Excerpt from 2036 New Roadway Segments Map. New road 7 depicts conceptual future Road D. New Road 5 depicts conceptual future Road A.

- City Limits
- Urban Growth Area
- New Road Segments
- 1. New Road "N"
- 2. Olhava E Street
- 3. Vetter Road Extension
- 4. New Road "K"
- 5 & 6. New Road "M"
- 7. New Road "L"

A Transportation Concurrency review was completed by the applicant requiring Traffic Impact Analysis. A Technical Memorandum addressing traffic concerns was completed by Heath & Associates (dated June 12, 2023) (Exhibit E, H&A1). Project provides for connectivity by providing future connection locations to NW Liberty Road and property south via Road A. Providing emergency vehicle access from NW Liberty Road creates the least neighborhood disruption with provision of service. Potential future access is also provided at the north end of Road B and two locations to the west. The west ends of Road E are where a historic logging road was located and Road F aligns with an existing access easement.

The city has a Traffic Impact Fee Ordinance, which requires the project developer to mitigate for their project’s traffic impacts through payment of an impact fee. The traffic impact fee established by the ordinance is based on the ITE Manual calculations for single-family residential trip generation. The developer is responsible for paying the current rate with building permit issuance.

Kitsap Transit serves the City of Poulsbo. Kitsap Transit was notified of the project. No transit stop or facilities are requested with this development.

See also Exhibit G, Engineering Department Staff Report Memo.

- b. Will be adequately served with water, sewer, storm drainage, and other utilities appropriate to the nature of the subdivision, and meets all current and applicable standards.

Staff Comment. The applicant has made adequate provisions for water, sanitary sewer and public utilities and services to ensure that the proposal will not be detrimental to the public health and safety. The City Engineer has determined there is adequate provision for sanitary sewer and water. Gravity sewer will extend in the roadways to the gravity main in Viking Avenue NW. Water looping will be provided in two phases with connection to existing water mains in Viking Avenue NW to serve Division 1 and NW Liberty Road to serve Division 2 and complete the loop. Other public utilities including electric and phone are available.

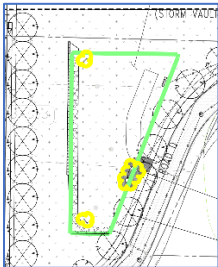
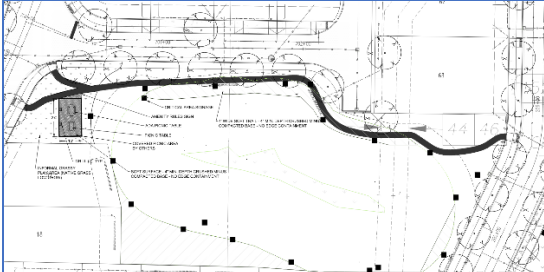
The storm drainage system will be dispersed to on-site wetland buffer or directed to a dedicated storm drain system connecting to storm drain system in Viking Avenue NW. Catch basins and conveyance piping will catch and collect street and driveway runoff and direct to a vault near the entrance roadway. Geotechnical Engineering Study (Exhibit E, ESNW1) indicates “large-scale infiltration is considered infeasible” due to “widespread presence of glacially consolidated soils (with cemented interbeds at varying depths) across the development area”.

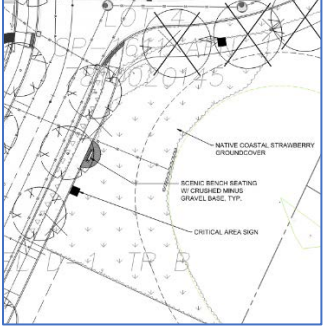
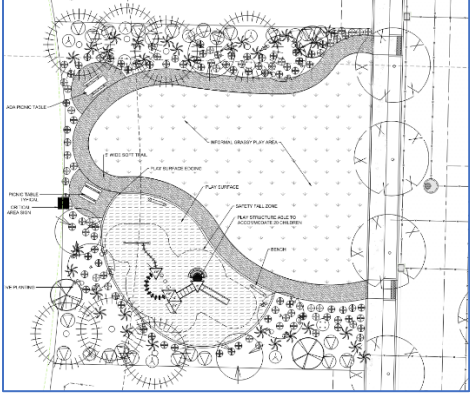
See also Exhibit G, Engineering Department Staff Report Memo.

- c. Makes adequate provision for parks, recreation and playgrounds, as required.

Staff Comment. Onsite recreation amenities include Tract D passive seating area overlooking Wetland D buffer, Tract C covered bar-b-ques with covered picnic tables associated with an off street soft surface trail through Wetland C buffer, and Tract J park with play structure, benches, picnic tables, open play area and walking trail. Tract G amenity is a grass surface open play area with picnic tables and benches. Private open space and amenities are allowed on city owned and maintained stormwater vaults under PRD regulations. A sign and/or plaque to commemorate the contributions of the Raab family to the City of Poulsbo is a SEPA condition S6.

In addition, the city has a Park Mitigation Fee Ordinance which requires the project developer to mitigate for their project’s park impacts through payment of an impact fee. As identified in condition P18 the developer is responsible for paying the current rate with building permit issuance.

	<p><i>Open play area amenity over storm vault with picnic tables, benches, and open play area. Landscaping is included along the south and west edge of the vault. Tract G includes vault, in green, picnic tables and benches in yellow. North area of Tract G is Rabb family property.</i></p> <p><i>(Shown on NDLA1, sheet L3)</i></p>
	<p><i>Covered picnic tables and bar-b-ques with 400 feet soft surface trail. Tract C includes critical area signage around wetland buffer.</i></p> <p><i>(Shown on NDLA1, sheet L5)</i></p>

	<p><i>Bench overlook with critical area signs at Tract D.</i></p> <p><i>(Shown on NDLA1, sheet L5)</i></p>
	<p><i>Park with play structure on play surface, benches, picnic tables, open play area and 200 feet soft surface walking trail. Tract J includes trees, shrubs, ground cover and critical area sign.</i></p> <p><i>(Shown on NDLA1, sheet L4)</i></p>

- d. Makes adequate provision for schools and school grounds, as required.

Staff Comment. The North Kitsap School District receives a school impact fee from the project developer, as determined by the school district to help offset impacts from the new development's residents. School impact fee is SEPA condition (S8).

- e. Makes adequate provisions for sidewalks and other planning features that provide safe walking conditions for students who walk to and from school.

Staff Comment. The site is served by North Kitsap School District. North Kitsap High School, Poulsbo Middle School and two elementary schools serve the site. Schools are located approximately 2 miles northwest and similar distance east. Sidewalks are provided on project roads and major city streets in the vicinity. This site will likely be included on a school bus route. The District has purchased land to construct a new elementary school 0.75 miles north of the site.

- f. Makes adequate provisions for critical area protection pursuant to Chapter 16.20.

Staff Comment. Critical areas are provided protective buffers, consistent with provisions of the Critical Areas Ordinance. Onsite buffers are averaged, enhanced and mitigated.

Offsite critical areas are compensated through creation and mitigation plantings. Mitigation is provided consistent with the Critical Areas Ordinance and as required by the Stormwater Management Manual for Western Washington (SWMMWW). Dispersion of rooftop water supports Wetland A and C hydro-period along the developed length of Stream A and surrounding Wetland C. Soils will not accommodate larger scale infiltration.

See Section IV of this staff report (page 9). See also Exhibit G, Engineering Department Staff Report Memo.

- g. Makes adequate provisions for fire and emergency access and protection.

Staff Comment. Engineering standards provide, and Poulsbo Fire/District 18 confirm, 30 homes comprising Division 1 may be constructed prior to completion of emergency access from NW Liberty Road. Emergency access must be completed before Division 2 home construction commences.

See also Exhibit G, Engineering Department Staff Report Memo.

- h. Serves the public interest and makes appropriate provisions for the public health, safety, and welfare.

Staff Comment. The proposed project has been mitigated and conditioned according to city code and SEPA mitigations, so as not to be detrimental to the public health, safety and welfare of the city and its residents. Compatibility with neighboring properties and adjacent uses has been determined not to require further mitigation. Tree retention is provided. Through the SEPA mitigations and conditions of approval, the public health, safety, and welfare have been adequately served.

See also Exhibit G, Engineering Department Staff Report Memo.

- B. If the findings in subsection A of this section have not been met, the review authority shall deny the proposed preliminary plat, unless specified conditions have been issued to fully satisfy the criteria.

Staff Comment. Findings are met by project as proposed with conditions of project approval.

- C. Where a preliminary plat subdivision is to be developed in divisions with a final plat approved and recorded separately for each division, the applicant shall request approval of divisions as part of the preliminary plat subdivision application. Each separate division shall be required to meet the requirements of subsection A of this section and all other applicable city codes when considered independently from any other division. When an applicant requests divisions after preliminary plat approval has been granted but prior to recording, divisions may be approved only through modification of the preliminary plat subdivision as set forth in Section [17.60.070](#).

Staff Comment. Two divisions are proposed.

Division 1 includes lots 1-30, internal roadways and utilities serving lots 1-30, entrance road connection to Viking Avenue NW, and stormwater vault. Prior to Division 1 final plat, to accommodate best management practices and planting season, performance bonding will be accepted for mitigation of wetland impact and Stormwater Management Manual for Western Washington minimum requirement 8 to be installed in Stream A/Wetland A and Wetland C buffers (condition P17.c).

Division 2 includes lots 31-63 and internal roadways and utilities serving lots 31-63. All mitigation, wetland creation and plantings are required installed and maintenance bonds in place prior to recording Division 2 final plat (condition P17.c). Division 2 may be constructed after or concurrently with Division 1.

See also Exhibit G, Engineering Department Staff Report Memo.

VI. **ZONING ORDINANCE (PMC TITLE 18)**

The Zoning Ordinance contains regulations to manage the community's growth in a manner that ensures efficient use of land, preserves regulated critical areas, and encourages good urban design. The code supports the vision of the city and is designed to implement the comprehensive plan, and by reference, the requirements of the Washington State Growth Management Act (GMA, RCW 36.70A).

A. **18.70 Residential Districts**

The Residential Low (RL) district provides for residential areas of low urban densities of four to five dwelling units per acre, and permits compatible, related activities. This district recognizes, maintains, and protects established low urban density residential areas, creates residential areas that promote neighborhood livability, provides for additional related uses such as schools, parks, and utilities necessary to serve immediate residential areas, and serve as the primary zoning district for single-family detached residences.

Staff Comment. The RL district permits identified uses, provides maximum building height and established development standards for lot size, density, setbacks, and building lot coverage for the district. The proposed subdivision is subject to the requirements of the RL district (PMC 18.70.050) where Planned Residential Development (PRD) requirements (PMC 18.260) are silent. Placement of homes on lots shall meet the combined RL and PRD standards.

1. PMC 18.70.030 Uses. A variety of residential uses are provided in the RL zone as permitted and conditionally permitted uses (PMC 18.70.030). Any use consistent with the comprehensive plan and uses permitted in the underlying zoning designation will be permitted in PRDs in accordance with the approved development plan (PMC 18.260.030).

Staff Comment. Single-family residences are permitted in the RL district. The proposal is for 63 new single-family detached residences on individual lots.

2. PMC 18.70.040 Minimum and maximum density. Maximum density of 5 dwelling units per gross acre and minimum density of 4 dwelling units per net acre are established in the RL district to ensure implementation of the city's adopted comprehensive plan for planned densities in the residential zoning districts. All new residential development must meet the minimum and maximum density requirements. When the minimum or maximum density results in a fraction of a unit, the density shall be rounded to the nearest whole number.

Staff Comment. Minimum and maximum density requirements are met by the proposal.

Maximum Density (5 Units/Gross Acres) 63 Units Proposed / 26.04 gross acres = 2.4 OK

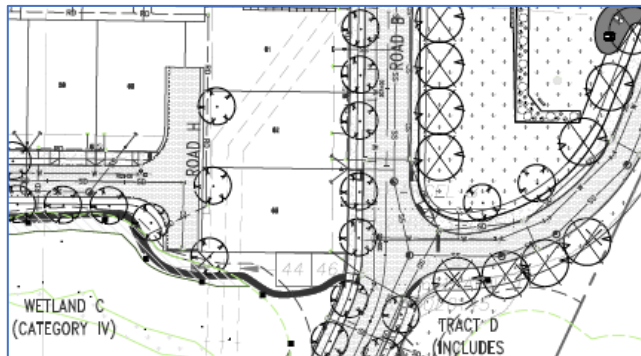
Minimum Density (4 Units/Net Acres) 63 Units Proposed / 8.44 net acres = 7.5 OK

3. PMC 18.70.050 Development standards in the RL zone.
 - a. Lot Requirements. Lot requirements for the RL district are established in Table 18.70.050 Residential Low (RL) District Development Standards.

Staff Comment. PRD regulations provide modification of development standards. Standards are reviewed in Section VI. C below (page 27).

- b. Street Trees. Street trees are required for all new residential developments according to PMC 18.130.090. The section requires street trees and related landscaping provided forty feet on center for arterials and thirty feet on center for collectors. Approved groundcover, such as sod, shall be provided. Tree species is indicated in the city's master street tree plan. An alternative may be approved by the review authority.

Staff Comment. The applicant has prepared a preliminary landscape plan (Exhibit B, NDLA1) (see example below). This plan identifies: Himalayan paper birch along the main entrance roadway and storm vault/open space, and Ironwood and columnar hornbeam located along internal roadways.



Left: Excerpt from landscape plan showing street tree planting scheme along main access and internal roadway. Main entry to project shown.

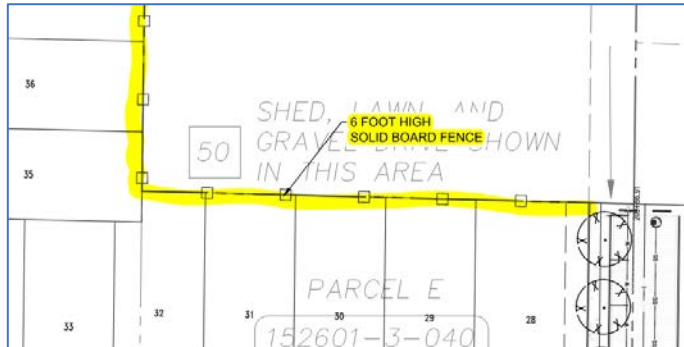
(Shown on NDLA1, sheet L3)

Street trees shall be shown on the final landscape plan provided with the tree cutting and clearing and grading permits (condition P13.a). Placement of street trees is within right-of-way or in residents front yards. Irrigation and maintenance shall be addressed in developments CCRs. Bonding for street trees and associated groundcover, in addition to the submittal of a record drawing landscape plan, is required prior to final plat approval (conditions P13.i and P13.j).

4. PMC 18.70.070 Additional standards and provisions for R zoning districts. A variety of features common in residential areas require further review to determine compatibility in the RL zone. Features include fences and recreational vehicles, watercraft and utility trailers.

Staff Comment.

- Fencing is identified on the landscape plan (Exhibit B, NDLA1) and condition P15 (see example below). Additional fencing may be installed between lots by the developer or future property owners. Lots adjacent to critical area buffers will include fencing along the buffer edge with critical area signage (condition P15.b). Fencing may require a building permit.



Left: Example of solid board perimeter fencing identified on the landscape plan.

(Shown on NDLA1, sheet L1)

- Recreation vehicles, watercraft and utility trailers storage facilities are required for developments with 12 or more residential units or the development's Conditions, Covenants and Restrictions (CCRs) shall prohibit locating the vehicles on the street. (PMC 18.70.070 T). The applicant has expressed the intent to provide a restriction in the CCRs in lieu of providing on-site facilities (see condition P16.e).
5. PMC 18.70.080 Parking. Two off-street parking spaces are required for single-family residential development. (PMC 18.70.080). Spaces are required on the same site as the use and may be located in the front yard setback. (PMC 18.140.035).

Staff Comment. It is anticipated that the houses to be built will provide the required parking in individual garages and driveways (condition P21.b). Compliance with this requirement will be reviewed during building permit application.

6. PMC 18.70.090 Signage. Residential developments are permitted one freestanding sign per entrance/exit from a public street. The freestanding sign may be a maximum 25 square feet and 5 feet in height. Only external lighting is permitted.

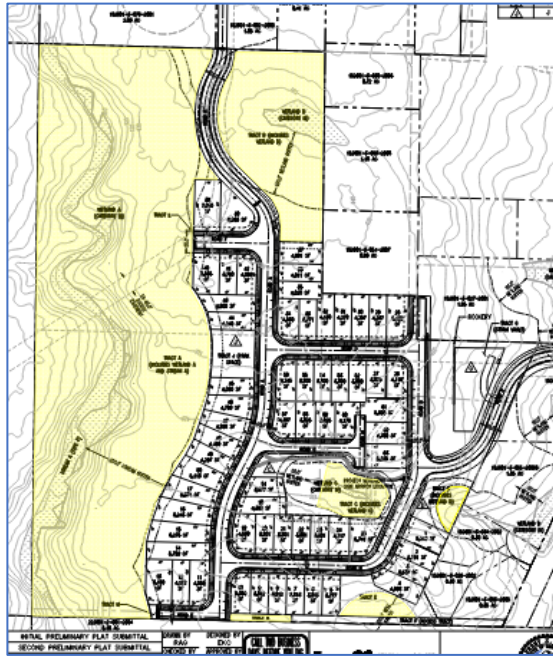
Staff Comment. Signage will be reviewed under current standards at the time of proposal.

Recommended Finding. The proposal meets use, density, and street tree requirements in compliance with provisions of residential zoning districts.

B. PMC 18.180 Tree Retention

The City tree retention requirement is intended to preserve and retain clusters of existing trees that contribute to the community character; maintain and protect property values; enhance visual appearance of the city; reduce the impacts of development on the storm drainage system and water resources; and provide better transition between the various land uses permitted. Retention of trees must be evaluated with new development in the RL district.

Staff Comment. Washington Forestry Consultants, Inc (WFCI) provided a Tree Protection Plan (Exhibit D, WFC11). The plan identifies 3,378 significant trees on site (requiring retention of 845 trees). Included in the plan are 260 dead and unhealthy trees. 1,940 significant trees are planned for retention. Trees located in open space Tracts A and B (critical area buffers), portions of open space Tracts C and D (critical area buffer) and portions of open space Tracts E and K (easement protections) will be retained. If retention trees are damaged during construction, they will be reviewed under measures consistent with tree retention requirements (condition P14.h). Offsite WFCI identifies 60 trees will be removed for emergency and Viking Avenue access connections.



Left: Proposed tree retention areas are shown in yellow.

(Shown on KPFF1, sheet C1.00)

Sound Urban Forestry (SUF) provided peer review of the Tree Protection Plan (Exhibit D, SUF1) and concurs the project as proposed meets city tree retention requirements. Further, SUF recommends:

- The east property boundary be located in the field and trees in the vicinity be thoroughly assessed and inventoried (condition P12.f)
- The tree protection measures outlined by WFCI, tree protection fencing locations and fencing diagram be included in notes on the TESC and landscape plans. (condition P9.b).

Stormwater design includes roof drain dispersion on all lots abutting the Stream A/Wetland A buffer and most lots around Wetland C buffer to maintain wetland water source. WRI provided review indicating roof runoff dispersion will not significantly impact health and survivability of trees in the critical area buffer. Development HOA will be responsible for open space and WRI recommends critical area buffer trees be assessed for health and risk potential every 3-5 years (condition P162.c). Installation of dispersion systems will require trenching for pipe and gravel within critical root zone of buffer trees. Therefore, the location of trees within 20 feet of a lot with stormwater infiltration shall be identified on the final landscape plan submitted with the tree cutting and clearing permit and civil drawings submitted with grading permits (condition P12.b). Tree review information will serve as a baseline review document for tree health to be referenced in CCRs (condition P12.h).

In addition, WRI recommends in areas where grading brings the hardpan nearer to the surface, the hardpan must be fractured under new trees to provide soil volume for root development and to improve drainage around the tree. (condition P13.c)

Recommended Finding: The proposal, as conditioned, meets tree retention requirements.

C. 18.260.070 Planned residential development site design criteria.

Planned Residential Development (PRD) is provided to encourage creative and superior site design in residential zones which also promotes the preservation of open space in such development by permitting greater flexibility in zoning requirements than is permitted by other residential development options, while ensuring compliance with the goals and policies of the Poulsbo comprehensive plan. PRD implements the City's comprehensive plan and Washington's Growth Management Act and: provides flexibility in lot size and design to enable development to attempt to achieve the zoned density; provides flexibility in design for creative site planning and superior residential subdivision developments; preserves and protects critical areas and their buffers; provides open space and recreational opportunities and other benefit features for development occupants; encourages preservation of cultural, scenic or natural features; encourages diversity of housing units and types between

neighborhoods; provides for maximizing efficiency of street layout, utility networks, and other public improvements; and preserves and retains groups of trees.

1. PMC 18.260.030 Use permitted. Any use consistent with the comprehensive plan and uses permitted in the underlying zoning designation will be permitted in planned residential developments in accordance with the approved development plan.

Staff Comment. Table 18.70.030, Residential District Uses, identifies permitted, conditionally permitted, and prohibited uses in the RL zone. Dwelling, single-family is a permitted use and PRD is a permitted use subject to provisions of Chapter 18.260.

2. 18.260.040 Size of planned residential development. A tract of land to be developed as a PRD shall have a minimum of five acres. Exceptions for smaller land area is provided.

Staff Comment. The site is 26.04 acres.

3. PMC 18.260.050 Modification of development standards. The City's standard development regulations may be modified for a PRD; all other development standards shall be as set forth in the underlying zoning district.

Staff Comment. PRD modified standards and underlying RL zoning district standards are combined in the table provided below. The proposal meets density, lot area, and lot dimension standards. Building lot coverage, setbacks, and building height are reviewed with building permit submittal.

RL Development Standards and PRD Modification of Development Standards Combined			
Development Standard	RL zone (PMC 18.70.050.A)	PRD (PMC 18.260.050)	Project Proposal
Minimum Density	4 dwelling unit/net acres	Per underlying zoning district	7.5
Maximum Density	5 dwelling unit/gross acres		2.4
Minimum Lot Size/Area	7,500 SF	3,750 SF	Minimum lot area 3,777 Average lot area 4,502
Maximum Lot Area	10,890 SF	None	
Minimum Lot Width	60 feet at the midpoint of the lot. (Each lot shall have a minimum of 20 feet of frontage on a dedicated street or approved access way.)	30 feet	50 feet
Minimum Lot Depth	90 feet	70 feet	70 feet
Maximum Lot Coverage	50 percent		To be reviewed with building permit (Condition P10)
Front Yard Setback*	20 feet from main building façade (25 feet from attached garage facade if front loaded and protrudes streetward from main building façade)	10 feet	
Rear Yard Setback*	10 feet	5 feet	
Side Yard Setback*	5 feet with a combined total of 15 feet	5 feet	
Street Corner Yard	10 feet (or greater if necessary, for sight distance)		
Maximum Building Height	No building or structure may exceed 35 feet in height.		
* Additional building setback may be required per adopted Building Code			

4. PMC 18.260.060 PRD development standards

- a. Lot Sizes. When a PRD subdivision has an average lot size of four thousand square feet or less, a variety of lot sizes are desired to provide for market variety, clustering and creativity.

Staff Comment. As proposed the average lot size is 4,502 square feet. Lot size variation is not required.

- b. Alleys. If a unit abuts an alley, the garage shall take access from the alley whenever possible.

Staff Comment. The development has no alleys.

- c. Privacy. Dwellings on lots without direct frontage on a public street should be situated to respect the privacy of abutting homes and to create usable private yard space for the dwelling(s). The review authority shall have the ability/discretion during the review process to establish alternate setbacks in order to accomplish this objective.

Staff Comment. All lots include direct frontage on public streets.

- d. Project Design. Site design for the entire project (including open space areas, recreational amenities, any attached units and/or condominium areas, and building architectural renderings) shall be submitted in support of the proposed PRD. The renderings shall include possible footprint locations and housing elevations or generally identified architectural style. Open space areas and preliminary location of active recreational amenities, trails, conceptual landscaping and other amenities shall also be identified.

Staff Comment. Project site design is provided in project drawings (Exhibit B, KPFF1), landscape plan (Exhibit B, NDLA1), tree retention (Exhibit D, WFCI1), and draft home "lot fit" plan (Exhibit F). The home "lot fit" plan required with building permit submittal includes typical setback for each lot showing the limit of potential structures locations each lot could contain. Building lot coverage and impervious surface review will limit the amount of development on each lot. The landscape plan (Exhibit B, NDLA1) and tree retention plan (Exhibit D, WFCI1) combine to provide open space, recreational amenities, street tree design, and tree retention information.

- e. Individual Identity. Home individuality shall be achieved through the following methods:

- i. When lots front on a public street, the house shall have windows and doors that face the street. Houses shall have a distinct entry feature such as a porch or weather-covered entryway.
- ii. When lots front on a public street, garage doors must not be the dominant feature of the building facade. At least two of the following design elements shall be provided on home designs that have the garage door projecting forward from the first level living space.
 - Windows in gables or dormers above the garage doors.
 - Covered porches that emphasize the front entry.
 - Trellis in front of garage.
 - Additional front yard landscaping.
 - Variety of architectural elements incorporated into the front building facade design.

The same building plans cannot be utilized on consecutive lots. "Flip-flopping" of plans does not satisfy this requirement and is not permitted on immediately adjacent lots.

- iii. Varied architectural design features (such as roof line articulation, color and materials) and home placements shall be utilized to avoid appearance of a long row of identical homes.
- iv. At building permit application submittal, the planning director will review submitted building permits for compliance with this section, as well as substantial compliance with the conceptual architectural renderings required in subsection D of this section, Project Design.
- v. The planning director has the ability to modify any of the standards within this subsection, if the subject site topography precludes the compliance with any of the stated standards

Staff Comment. All homes face a public street. A project wide home design packet addressing PMC 18.260.060.e is required for review prior to any home building permit issuance. (Condition P9). At a minimum, a drawing showing home footprints on each lot, streetscape showing homes

on adjacent lots, and elevation drawings of home facades are required in the home design packet.

Front façade drawings of homes on adjacent lots are required to be submitted with each home building permit to verify the same home plans are not used on consecutive lots and that the left/right or “flip-flopping” of home design are not sited on adjacent lots (condition P9). Setbacks, building lot coverage, building height and review of home individuality standards and consistency with project conceptual architectural renderings is reviewed with building permit (condition P11).

- f. Landscaping. Landscaping in a minimum ten-foot-wide strip shall be provided on site and visible along all public street frontage classified as a neighborhood collector. The landscaping can be provided through a landscape easement on lots. If the landscaping is provided in an open space tract and maintained by a homeowner’s association, it may contribute to the project’s open space requirement.

Staff Comment. This criterion is not applicable. No adjacent streets are designated neighborhood collector in the Transportation Element of the Land Use Comprehensive Plan.

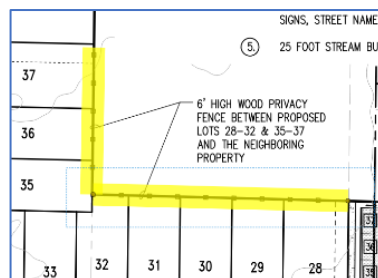
5. PMC 18.260.070 PRD site design criteria

- a. When a PRD is proposed adjacent to an existing single-family residential zone which has been developed utilizing traditional city subdivision development standards and lot sizes (seven thousand five hundred square feet or larger), the PRD shall be designed and developed so as to be consistent with the single-family residential environment at its adjacent perimeter. The review authority may require the PRD to make provisions such as matching lot sizes, lot widths or house height and scale (or other provisions as deemed appropriate) for those lots that are located adjacent to the existing subdivision. Further, any proposed attached units shall be clustered and located away from the established single-family subdivision.

Staff Comment. This criterion is not applicable. No adjacent development utilizes traditional city subdivision standards and lot sizes. No attached units are proposed.

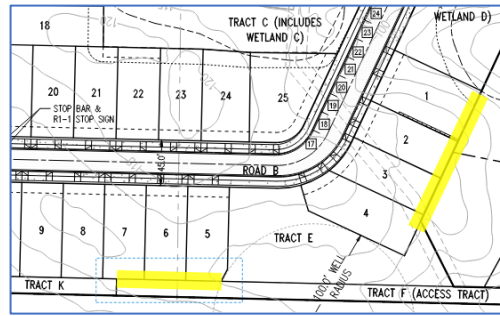
- b. When a PRD is proposed adjacent to a single-family residential zone (developed or un/underdeveloped), the perimeter of the PRD shall be subject to screening provisions (this is in addition to subsection A of this section as applicable). The review authority may require the PRD to make such provisions as providing a six-foot sight-obscuring fence or a minimum twenty-five-foot vegetated buffer (designated as an open space tract), or other provisions as deemed appropriate to provide adequate screening.

Staff Comment. Residentially zoned properties are adjacent to the north, south, west and portion of the east project boundary. Open space areas are shown along a majority of the project boundary (Exhibit B, KPFF3) and fencing is shown on the landscape plan (Exhibit B, NDLA1). Condition P15 identifies 6 feet high sight obscuring fencing is required on the rear property lines of lots 28-32, 35-37, and 1-4 where lots abut the project perimeter and rear property lines of lots 5-7 adjacent to access Tract F which is driveway access to property south. The remaining project perimeter is open space tracts which provide adequate screening.



*Lots 28-32 and 35-37
perimeter fence location.*

*(Shown on KPFF1, sheet
C1.00)*



Lots 1-4 and 5-7 perimeter fence location.

(Shown on IPFF1, sheet C1.00)

- c. Undeveloped parcels that are cleared within five years prior to the filing of a PRD application, and where no substantial stands of existing trees or natural features exist, shall not qualify for a PRD unless the proposed design warrants consideration under the PRD provisions, or significant landscaping is proposed to mitigate the loss of natural vegetation. This determination will be made by the planning director during the pre-application process.

Staff Comment. Tree clearing has not occurred within the last five years. Further, there is adequate tree cover on the site to provide tree retention consistent with similar developments.

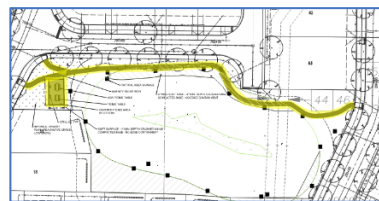
- 6. PMC 18.260.080 Residential types in residential low (RL) zoning district. Attached dwellings, not to exceed fourplexes, may be allowed in the RL zone through a PRD if the proposal meets criteria.

Staff Comment. Attached dwellings are not proposed with this single-family development.

- 7. PMC 18.260.090 Open space requirements. Common open space and other appropriate beneficial features are required for all planned residential developments.

- a. Open space is intended to benefit the occupants of the planned residential development and shall be improved with recreational amenities.

Staff Comment. Open space is provided for the occupants of the PRD. The landscape plan, Exhibit B, NDLA1, provides open space layout and identifies amenities provided with development. An approximately 400' off street gravel surface trail provides access to a multi-family grilling covered picnic area with two bar-b-ques and two picnic tables on gravel surface; open play area with two benches and two picnic tables on gravel surface provides seating on the stormwater vault; scenic seating area on gravel pad at entrance; park including play surface with two benches and a big toy, approximately 200' gravel walking path, two picnic tables on gravel surface and grass play area; and lawn and treed areas scattered throughout the project are proposed. Picnic tables are located in pairs; one table of each pair is ADA accessible. Condition P13 addresses amenities. A sign and/or plaque to commemorate the contributions of the Raab family to the City of Poulsbo is a SEPA condition S6. *The north area of Tract G (storm vault) is Raab family property.*



Approximately 400' trail accesses a covered picnic area with two bar-b-ques and two picnic tables in Tract C west of Wetland C.

(Shown on NDLA1, sheet L5)



Two picnic tables, two benches and open play area are located on the stormwater vault. North area of Tract is Raab family property.

Shown on NDLA, sheet L3)



A scenic seating area with bench on gravel pad located at project entrance.

Shown on NDLA, sheet L5)



Park with two benches near a big toy, approximately 200' gravel walking path, two picnic tables on gravel surface and grass play area.

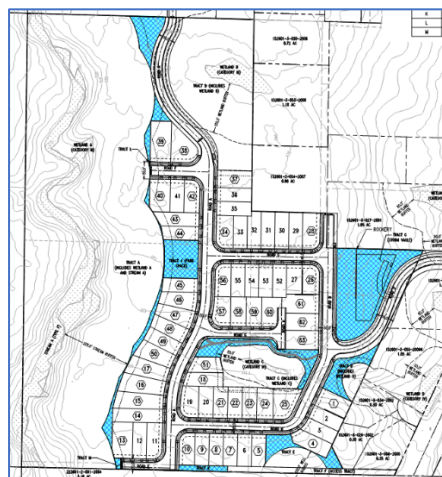
Shown on NDLA, sheet L4)

- b. The open space design shall be appropriate to the size, natural features and topography of the subject site. The design shall include open space that is accessible for all residents through pedestrian connections. Further, the open space area(s) shall be visible to at least half of the home sites. This may require multiple open space areas.

Staff Comment. Open space is visible to 43 of the 63 lots and easily accessible to all residents via sidewalk and off street pathway. Improved, natural and landscaped open space areas are located throughout the project. Stream and wetland buffers provide natural area open space in addition.

- c. Open space is required based on the average lot size in the proposed development. The greater the deviation from the RL standard lot size, the greater the open space requirement. This relationship is intended to mitigate the effects of smaller lot sizes including reduced recreation space on private lots, reduced setbacks between structures and overall intensity of the development. The required open space is a percentage of the gross project area. The amount of open space required is set forth in Table 18.260.090.A. The amount of open space required is based upon a range of proposed average lot sizes. The determination of average lot size shall be the sum of all individual lot square footage, divided by the total number of proposed lots.

Staff Comment. As proposed, the project's average lot size in the development is 4,502 square feet, which requires 15% open space (of gross project area). The 26.04-acre gross area project requires 3.91 acres. Proposed open space totals 55,396 square feet (1.27 acres) exclusive of critical areas and their buffers, and storm vault tract. Of the project's 26.04 gross acres, the 1.27 acres represents 4.9% and is shown on Project Drawing, sheet C1.20. (Refer to d. and e. below for critical area and storm vault tract consideration for open space.)



Proposed open space exclusive of critical area and their buffers.

(KPFF1, sheet C1.20.)

- d. Critical area protection areas and required buffers as defined and required by the city's adopted critical areas ordinance can contribute to the above-required open space amount. If more than

forty percent of the subject site contains protected critical areas and required buffers, then the critical area and protected buffer area may contribute up to 60 percent of the project’s required open space amount, credited on a square-foot-by-square-foot basis.

Staff Comment. Almost 50% of the subject site is critical area or their buffers. Critical areas and protected buffer area may contribute 60% of the project’s required open space amount. The required open space for the project is 3.91 acres, of which 2.35 acres, representing 60% may be critical area or their protected buffer area. (Refer to section IV of this staff report (page 9).

- e. Stormwater management facilities may contribute to a project’s required open space amount under specific circumstances. For projects that utilize stormwater vaults, the top of the vault area proposed to serve as the active amenity for either the community at large or for the occupants of the PRD if grade and landscaping provide for a usable area.

Staff Comment. The project proposal includes creating an active amenity over the storm vault. The vault tract is 37,988 square feet (0.87 acres). Open play area with 2 picnic tables and 2 benches on the storm vault is planned (Condition P13.d). Amenities are required to be owned and maintained by the homeowner’s association (condition P16.b); the vault tract will be dedicated to the city with vegetation maintenance and amenity ownership by the HOA (Condition P16.b). Open play area will be grass. Stormwater vault is Tract G. Project open space, including stormwater vault active amenity play area, is 4.49 acres or 17% of the project’s gross acreage.

- f. Open space areas not proposed to be improved with recreational amenities or purposes shall remain as natural vegetation or landscaped with groundcover, shrubs and trees consistent with the type and location of open space. Removal of natural vegetation in preserved and approved open space shall only be permitted for public safety reasons and upon review and approval of the planning director and city arborist.

Staff Comment. Open space tracts are also being utilized for tree retention and recreational amenities. Areas not reserved for tree retention and amenities will be grass or forest groundcover. A final tree retention plan is required with the tree cutting and clearing and grading permits (Condition P14.a).

8. PMC 18.260.100 Amenities required.

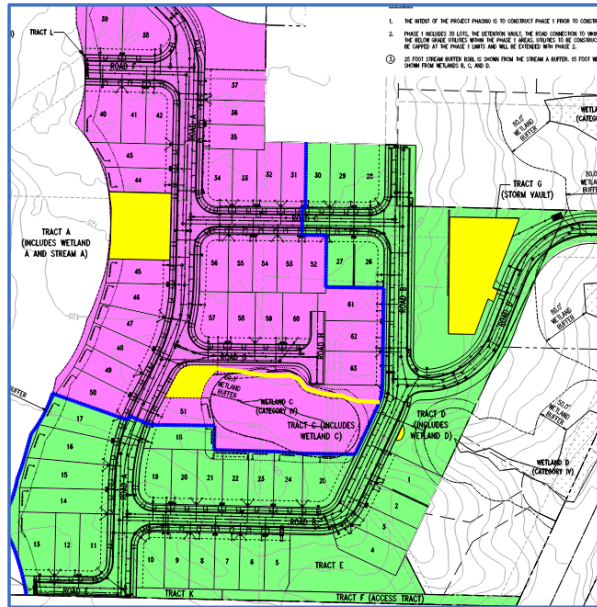
- a. Both passive and active recreational amenities (owned and maintained by the homeowners) are required to be provided for all PRDs, and shall be located within the required open space areas.

Staff Comment. Project CCRs are required to address ownership and maintenance of open space tracts within the development (condition P16.b).

- b. Amenities, both passive and active, are required. Table 18.260.100 provides guidance on type of passive and active amenities for PRDs. PRDs with 51 to 80 units shall provide one Group 1 and one Group 2 amenity.

Staff Comment. Proposed amenities are:

Amenity	Group 1/2 Active/Passive
Park with 2 benches near a big toy, approximately 200’ gravel walking path, 2 picnic tables (one ADA accessible) on gravel surface and grass play area (Tract J)	Group 2 Active
Covered gravel surface multi-family grilling and picnic area with 2 bar-b-ques and 2 picnic tables (one ADA accessible) with an approximately 400’ off street gravel surface trail (Tract C)	Group 2 Active
Open grass play area with 2 benches, gravel surface area with 2 picnic tables (one ADA accessible) on the stormwater vault (Tract G)	Group 1 Active
Scenic seating area on gravel pad (Tract D)	Group 1 Passive



Project phasing plan showing amenities areas in yellow highlight.

(Shown on KPFF1, sheet C1.10.)

- c. Location of recreational amenities shall be distributed throughout the PRD for use by all residents unless clustering related amenities results in recreational opportunities which contribute to the projects overall recreational plan and provisions.

Staff Comment. Distributed amenities are easily accessible to residents via sidewalks or off street walking paths.

- d. All PRD amenity design shall take into consideration possible pedestrian linkages and connectivity between existing or planned PRDs and any other residential development.

Staff Comment. Pedestrian connectivity between the project and adjacent properties is provided for. Emergency access (Road A) to NW Liberty Road includes sidewalk on site which may be extended in future. In addition, road stubs with sidewalk (Road A and B) are provided north and south. Road E stub is provided over an existing historic connection to property west, and Road F stub is provided at an existing access easement. Road A emergency access and stub at south property line are consistent with future transportation network identified in Poulsbo's Land Use Comprehensive Plan Transportation Element Figure TR-2 (Exhibit G, TR-2). No development of adjacent properties is currently proposed.

9. PMC 18.260.110 Residential density incentives

Staff Comment. No residential density incentives are requested with this proposal.

10. PMC 18.260.120 Street standard alternatives. The city's street standards, as set forth in the city's adopted Developer's Guide, Section 2, may be modified as described in this section and do not require prior city council approval in order for the application to proceed to the review authority.

Staff Comment. No alternative consistent with this section is proposed. However, street improvement width reduction is included for Road D connection to Viking Avenue NW and emergency access portion of Road A. Road segments will include 2 lanes each 11' wide and 8' sidewalk on one side. Width reduction requires less critical area and buffer modification. Section IV, Wetland D discussion reviews Road A and Wetland F and G, Alternative 3 discusses Road D. See also Exhibit G, Engineering Department Staff Report Memo.

11. PMC 18.260.140 Findings. In approving a planned residential development, the review authority must make the following findings:

- A. The proposal, through its design and submitted supporting documents, has clearly demonstrated it meets the stated purposes of this chapter.

Recommended Finding: The stated purpose of the PRD Ordinance is to encourage creative and superior site design in residential zones which also promotes the preservation of open space in

such development by permitting greater flexibility in zoning requirements than is permitted by other chapters of the Poulsbo Zoning Ordinance, while ensuring compliance with the goals and policies of the Poulsbo Comprehensive Plan. The flexibility afforded by PRD Ordinance has allowed the project to be designed with smaller lot sizes and reduced setbacks, enabling inclusion of accessible open space, reduced width of specific road improvement and provision of future access to adjacent properties consistent with Poulsbo Transportation Plan. The proposed design provides efficient street, utility, and public improvement layout through double loading streets and access drive.

- B. The proposal complies with all of the applicable provisions of this title, except those provisions from which deviation has been allowed under this chapter.

Recommended Finding: The proposal as reviewed and conditioned in the staff report meets all applicable provisions of the Zoning Ordinance with specific deviations as identified for planned residential developments. The proposal meets use, density, and street tree requirements and is in compliance with additional standards and provisions of residential zoning districts, parking and signage as reviewed and conditioned.

- C. The proposal provides overall site design features through its conceptual architectural renderings for the entire project, and has included open space areas, pedestrian walkways and connections, recreational amenities, and outdoor features.

Recommended Finding: The proposal includes information on the overall site design features, identified on the project drawing set (Exhibit B. KPFF1) as well as on the conceptual landscape plan (Exhibit B, NDLA1), and draft home "lot fit" plan (Exhibit F). Home siting ("lot fit") and design are required to be submitted and approved prior to model permit issuance and Final Plat review and approval (Condition P11). Conditions require substantial compliance with the house designs submitted, which will be reviewed for compliance at the time of building permit application (refer to Condition P11). Also, additional information on the site's landscaping and recreational amenities shall be submitted, consistent with application materials, with the final landscape plan at the time of tree cutting and clearing and grading permits (condition P13.d).

- D. The proposal would not impair the integrity and character of the zoning district in which it is to be located.

Recommended Finding: The proposal will not impair the integrity and character of the Residential Low zoning district, because it has been designed and conditioned to meet the minimum PRD development standards and design criteria as discussed under Section VI.C of the staff report.

- E. The site is physically suited for the type and intensity of land use being proposed.

Recommended Finding: The site is physically suited for the type and intensity of land use being proposed. The sites critical areas and their buffers are protected in open space with mitigation and conditions provided as discussed throughout this staff report. Lot configuration, streets, stormwater facilities, open space, and amenities are a continuation of existing development of neighborhoods throughout the city.

- F. The proposal would be compatible with existing and future land uses within the general area in which the proposal is to be located by providing screening or buffering between parcels and providing consistency between any existing single-family subdivisions and the proposal.

Recommended Finding: The surrounding properties are zoned Residential Low, same as the subject site, and Commercial to the east. Residential properties in the vicinity are typically developed with single family housing and occasional properties are vacant. Adequate screening and buffering is proposed for the site via critical area and their buffers, fencing, and open spaces.

- G. The proposal would preserve natural features and critical areas and would preserve and incorporate existing significant stands of trees within the project design as much as possible.

Recommended Finding: The site incorporates preservation and enhancement of natural features such as critical area buffers. Tree retention is appropriate for the project as proposed, as reviewed by the City Arborist and conditioned.

- H. There are adequate provisions for water, sanitary sewer, and public utilities (electric, gas, phone) and services to ensure that the proposal would not be detrimental to public health and safety.

Recommended Finding: The applicant has made adequate provisions for water, sanitary sewer and public utilities and services to ensure that the proposal will not be detrimental to the public health and safety. Water will be provided by the City with a loop connection between Viking Avenue NW and NW Liberty Road. The City Engineer has determined there is adequate provision for sanitary sewer. Other public utilities including electric and phone are available. See also Exhibit G, Engineering Department Staff Report Memo.

- I. There will be adequate provisions for public access to serve the subject proposal, as well as providing for neighborhood connectivity as appropriate and as required by the city.

Recommended Finding: The proposal, with street improvement width reduction, provides adequate provisions for public access to serve the subject site, with main access to Viking Avenue NW and emergency access to NW Liberty Road. Future neighborhood connections are provided for. See also Exhibit G, Engineering Department Staff Report Memo.

- J. The proposal is consistent with the comprehensive plan and the city’s adopted development standards.

Recommended Finding: The proposed PRD is consistent with the City’s Comprehensive Plan and adopted development standards with street improvement width reduction narrowing lane width from 11 to 10 feet and providing sidewalk on one side. New intersection site distance is sufficient. The subject development is located in the Residential Low zoning district and as conditioned, is consistent with the City’s development standards, infrastructure standards, and Comprehensive Plan. See also Exhibit G, Engineering Department Staff Report Memo.

- K. There will not be significant unmitigated harmful effects upon environmental quality and natural resources.

Recommended Finding: There will not be any significant harmful effects upon environmental quality and natural resources with the proposed development. The applicant will provide mitigation for fill of Wetland F and modification of Wetland B, C, E, F, and G buffers, and enhancement of stream buffer. Onsite critical areas and their buffers are located in protected open space. The applicant will mitigate impacts to the City’s park and transportation system by paying mitigation fees.

- L. The proposed location, size and design of the proposal would not be detrimental to the public interests, health, safety or welfare of the city.

Recommended Finding: The proposed site meets the PRD requirements for size and location. The design has been reviewed against the City’s development standards and deviation approved by City Council, and, as conditioned, meets the City’s adopted ordinances for stormwater, transportation, subdivision, and zoning.

VII. TITLE 19 PROJECT PERMIT PROCEDURES

PRD and preliminary plat permit are reviewed as Type III applications. A public hearing is required for Type III applications. The Hearing Examiner is the review authority of PRD and preliminary plat permit. PMC 18.260.020 identifies the review authority shall approve, approve with conditions, disapprove or revoke PRDs. A summary of the timeline is provided:

Application Timeline Summary Table	
Date	Milestone
10/20/2020	Pre-Application Conference
6/7/2022	Pre-Application Conference
7/4/2022	Viking Avenue PRD Critical Area Stream Type and Wetland Category Review Submittal
7/19/2022	Viking Avenue PRD Third Party Review

12/6/2022	Application submittal "pending" status
12/28/2022	Neighborhood Meeting Held
1/6/2023	Application resubmittal
1/24/2023	Technically Incomplete
2/3/2023	Additional documents provided
2/3/2023	Technically Complete (120-day review period begins)
2/9/2023	Notice of Application issued
3/9/2023	Notice of Application reissued (increased notification area)
3/15/2023	Request additional information
5/25/2023	Applicant request extension of timeline suspension
6/1/2023	Approve extension of timeline
6/21/2023	Additional information provided
8/22/2023	Request additional information
9/25/2023	Additional information provided
9/29/2023	Request additional information
12/20/2023	Additional information provided
10/20/2023	Request additional information
1/4/2024	Additional information provided
1/10/2024	Request additional information
1/15/2024	Additional information provided
2/20/2024	Request additional information
3/5/2024	Additional information provided
4/2/2024	Public Meeting Notice Issued
4/2/2024	Staff Report Available
4/4/2024	SEPA MDNS issued (<i>tentative</i>)
4/9/2024	Planning Commission Meeting
5/9/2024	Hearing Examiner Public Hearing (<i>tentative</i>)

Preliminary Application meetings occurred in October 2020 and June 2022. Stream type and wetlands rating review was requested in June 2022 and confirmed by City critical area consultant in July 2022.

Application was received December 6, 2022 and placed in "pending" status until a required Neighborhood Meeting was held. The Neighborhood Meeting occurred December 28, 2022, with 40 to 50 members of the public and City staff in attendance. The application was amended with required Neighborhood Meeting information January 6, 2023 which is considered the formal application date.

Additional information was requested in January 2023. Information was provided and the application determined Technically Complete February 3, 2023. A Notice of Application was issued February 9, and re-issued with increase of notification area March 9, 2023. Comments received are Exhibit H.

Additional information and technical revisions were requested, and 90-day timeline suspension initiated March 15, 2023. An extension of timeline suspension was requested May 25 and approved June 1, 2023 as allowed in PMC 19.80.050. Information and technical revisions were submitted June 21, 2023.

Additional information and technical revisions were requested, and 90-day timeline suspension initiated 5 additional times. Information and technical revisions were submitted within the timeline.

This staff report and Notice of Public Meeting will be issued at least 7 days prior to the Planning Commission meeting scheduled for April 9, 2024. A SEPA MDNS will be issued within a week of the Planning Commission meeting with 14-day comment and appeal period. A Notice of Public Hearing will be issued and Hearing Examiner Public Hearing held following SEPA MDNS comment and appeal period.

VIII. STATE ENVIRONMENTAL POLICY ACT (SEPA)

A Mitigated Determination of Non-Significance is anticipated for this project. The MDNS will be issued with a 14-day comment and appeal period. Anticipated mitigation conditions are below. Where city adopted codes address environmental topics refer to staff report recommended conditions of approval (beginning page 47).

Environmental documents are anticipated to include commented environmental checklist, staff memo and report, below referenced documents, and this report incorporated by reference.

1. KPFF1 Project Drawing, dated February 12, 2024
2. NDLA1 Preliminary Landscape Plan, dated January 30, 2023
3. KPFF2 Alternative Entry Feasibility Drawing, dated January 4, 2023
4. KPFF3 Open Space Drawing, dated December 29, 2023
– Appendix E, Attachment B of Drainage Report P (pdf page 106)
5. WRI1 21199 Viking Avenue Delineation Report, May 25, 2022
6. Grette1 Viking Ave. PRD Third Parth Review, July 19, 2022
7. Grette2 The Plateau at Liberty Bay: Third-Party Review, August 9, 2023
8. WRI2 Stormwater Outfall – Off-site Wetland Hydroperiod Protection, December 15, 2023
– Appendix E, Attachment A of Drainage Report (pdf page 86)
9. KPFF4 Minimum Requirement 8, dated January 3, 2024
– Appendix E of Drainage Report (pdf page 79)
10. KPFF5 Minimum Requirement 8, dated January 15, 2024
– Appendix E, Attachment E of Drainage Report (pdf page 149)
11. Grette3 MR-8 Third-Party Review, dated February 20, 2024
12. WRI3 Critical Area Study and Mitigation Plan, dated March 1, 2024
13. Grette4 MR-8 Third-Party final review email, dated March 13, 2024
14. WFCI1 Tree Protection Plan, dated September 8, 2022
15. SUF1 Tree Retention Review, dated February 28, 2023
16. WFCI2 Critical Area Review, dated September 17, 2023
17. KPFF6 Drainage Report, dated February 2024
18. ESNW1 Geotechnical Engineering Study, dated June 6, 2023
19. ESNW2 Response to Comments, dated June 1, 2023
20. H&A1 Traffic Impact Analysis, dated June 12, 2023
21. Engineering Department SEPA Memo, dated March 28, 2024
22. Figure TR-2, Land Use Comprehensive Plan, Transportation Element
23. Figure TR-3, Land Use Comprehensive Plan, Transportation Element

Anticipated mitigation addressing checklist elements are:

Animals.

- S1. It shall be the responsibility of the applicant to take all necessary steps to prevent the incidental taking of protected species under the Endangered Species Act through habitat modification or degradation during the life of the project or development authorized by this permit or approval. The applicant shall notify the City through its Public Works Superintendent and the Federal agencies with responsibility for enforcement of the Endangered Species Act immediately, in the event of any damage or degradation to salmon habitat by or from the project or the development subject to this permit or approval. In any such case, the applicant shall, at its sole cost and expense, take all actions necessary to prevent the furtherance of the damage or degradation and to restore the salmon habitat as required by the Federal, State, and local agencies with jurisdiction.

Environmental Health.

- S2. An inspection report for debris in southwest corner is required with grading permit submittal for the areas that are subject to grading. If contamination is found, staff and the applicant shall coordinate with Health Department to determine if removal and remediation is needed. Any removal and remediation shall be subject to the critical areas ordinance requirements and replanting may be required. City consultant peer review of inspection and or replanting report(s) shall be at the discretion of the PED Director and at expense of the applicant/developer.
- S3. An inspection and sampling report for lead in a debris area in the center of property toward the west is required with grading permit submittal for the areas that are subject to grading. If contamination is found, staff and the applicant shall coordinate with Health Department to determine if removal and remediation is needed. Any removal and remediation shall be subject to the critical areas ordinance requirements and replanting may be required. City consultant peer review of inspection and or replanting report(s) shall be at the discretion of the PED Director and at expense of the applicant/developer.
- S4. If contamination and or debris is found during mitigation planting in the stream buffer, staff and the applicant shall coordinate with Health Department to determine if removal and remediation is needed. Any removal and remediation shall be subject to the critical areas ordinance requirements and replanting may be required. City consultant peer review of report(s) shall be at the discretion of the PED Director and at expense of the applicant/developer.

Historic and Cultural Preservation

- S5. While there are no known archaeological resources on this site, in the event archaeological artifacts are uncovered during construction, activity shall be halted immediately, and the State Historic Preservation Office and Tribes will be contacted.
- S6. The applicant shall coordinate with city staff to provide a sign and/or plaque on-site and in the open space to commemorate the contributions of the Raab family to the City of Poulsbo. The sign and/or plaque shall be installed prior to final of the plat. The applicant is encouraged to coordinate with the Poulsbo Historical Society for preferred wording and/or images.

Traffic.

- S7. The developer shall construct improvements to the existing pedestrian crossing of Viking Avenue NW near Bovela Lane. These improvements shall include the installation of pedestrian refuge island, Rectangular Rapid Flashing Beacon, associated MUTCD complaint signage and striping, and sidewalk/curb ramp improvements to bring the crossing to full compliance with current ADA/City Construction standards.

Public Services.

- S8. School mitigation fees are required for this project. Fees shall be paid prior to building permit issuance. The North Kitsap School District must be contacted directly for the amount and confirmation provided prior to building permit issuance for each structure.

IX. **PUBLIC COMMENT**

Public comment is collected at the neighborhood meeting required prior to application submittal and accepted throughout the development review process. Public comment is summarized below. See Exhibit H for full comment text.

- A. Wold#1 Comment Summary: Concerned with timing of neighborhood meeting timing, noticing, extended pandemic concerns.

Staff Comment. City staff concluded the meeting would proceed as scheduled, with the potential to require a second meeting depending on attendance. The meeting was well attended with approximately 50 members of the public, in addition to applicant team and city staff. Applicant is responsible for scheduling, noticing, holding, and summarizing a neighborhood meeting. Washington

state pandemic emergency ended October 31, 2022, 2 months before the meeting date. Masks were worn by some attendees.

- B. Priddis Comment Summary: Concerned with traffic backups at Viking Avenue NW intersection, use of emergency access by residents, requests consideration of permeable materials for hard surfaces, and water and sewer capacity.

Staff Comment. Wetlands located at new project entrance limit ability to include turn lane onto Viking Avenue NW. Removable bollards at the north and south ends of the emergency access route are consistent with Fire Department requirements. Water and sewer capacity are available.

See also Engineering Department Memoranda in Exhibit G.

- C. Ferguson Comment Summary: Requests additional traffic information for Viking Avenue NW entrance, review of traffic speeds on Viking Avenue NW, consideration of NW Liberty Road as main project access, stormwater be directed to Poulsbo storm system as there is a high ground water in the area.

Staff Comment. City staff requested additional information resulting in revision of Traffic Impact Analysis, revision date June 12, 2023, attached as Exhibit E, H&A1. Revised Drainage Report, dated February 2024, attached as Exhibit E, KPFF6.

See also Engineering Department Memoranda in Exhibit G.

- D. Wold#2 Comment Summary: Concerns salmon stream and wildlife corridor, historic stormwater.

Staff Comment. Project reviews on site stream as Type F1 salmonid stream requiring a buffer 200' on each side of the stream consistent with the City CAO. Site stream is one of 4 branches of Johnson Creek, all of which provide for wildlife movement. The 2 middle branches cross under state highway 3. One branch crossing state highway 3 extends through approximately 185 acres acquired by Kitsap County from Washington state through Conservation, Recreation and Transaction Division Trust Land Transfer Program. The Bangor Base property has forested areas and is surrounded by high fencing. A documented eagle nest is located more than 1000' southwest of the project southwest corner. The nearest documented heron rookery is located across Liberty Bay. Documented use of piliated woodpecker in the vicinity is not available. Each project reviewed by the city is under GMA and plans adopted by the city, contributes stormwater to streams and city systems, and is reviewed under the then current Stormwater Management Manual for Western Washington. The state acknowledged the most recent SWMMWW update is related to stream health and fisheries.

See critical area review headings [Fish and Wildlife Conservation Area](#) and [Animals](#) in this report. See also Engineering Department Memoranda in Exhibit G.

- E. Tallon Comment Summary: Concerns short term and long term impacts should not be allowed.

Staff Comment. Requirements are placed on developments based on staff and peer review of transportation (access), stormwater (runoff), critical area (habitat loss), public easements, water /sewer /storm system connection and use (utility), development (environmental damage) reports and projects drawings. Developments must meet city requirements and provide housing across a spectrum of economic means.

See also Engineering Department Memoranda in Exhibit G.

- F. Humphries Comment Summary: Concerns transportation impacts and local access.

Staff Comment. Traffic Impact Fee is collected with new development citywide and used citywide for transportation improvements. Please see response C. Ferguson above and Engineering Department Memoranda in Exhibit G.

- G. Booth Comment Summary: Seconds Ferguson comment.

Staff Comment. Please see response C. Ferguson above.

- H. The Suquamish Tribe Comment Summary: Request storm downstream path clarification and concern project discharge at outfall.

Staff Comment. City staff requested revision and additional information resulting in update of the Drainage Report, date February 2024, attached as Exhibit E, KPFF6. The report, and critical area peer

review, dated February 20 and March 13, 2024, address wetland east of Viking Avenue NW. Peer reviews are Exhibit C, Grette3 and Grette4.

- I. Hagwell#1 Comment Summary: Concern area properties are wildlife sanctuary and request additional time to comment.

Staff Comment. Property owners may designate their own property as wildlife sanctuary. When properties are sold, the new owner may choose to continue the designation. Comment will be taken until close of the public hearing required for this project.

- J. Hood Canal Environmental Council Comment Summary: Concerns wildlife corridor between Liberty Bay and Hood Canal requesting environmental impact statement be required.

Staff Comment. As described by Hood Canal Environmental Council and Wold comments the wildlife corridor is a nebulous area with no defined edges; no map was provided. The general area described, the mouth of Johnson Creek to the north and south edges of the Bangor Base property and including North Fork Johnson Creek, is approximately 10,300 acres in size. High chain link fencing surrounds the Base property. Approximately 3,300 acres are outside Base fencing. The project proposes development of 13 acres of a 26 acre site with homes and access.

Poulsbo has not designated wildlife corridors in city limits or Urban Growth Area. The GMA intends to direct development to cities allowing rural areas to remain rural. Poulsbo is the only city in the corridor and appropriately develops at city densities. Critical areas include streams and their buffers. No development in the stream buffer is proposed. Trees and snags will be retained. It is anticipated that wildlife will continue to use the stream buffer.

- K. Wold#3 Comment Summary: Concerns former owners dump and personal shooting range, wildlife corridor, salmon stream, storm pond, local wells, other projects, project density, wetland C, GMA, proximity to military property, and The Suquamish Tribe.

Staff Comment. North Fork Johnson Creek corridor,

Former owner refuse deposit, refer to this report Section II. Critical Areas, Fish and Wildlife Conservation Area, Historic Use.

Former owner personal shooting range, refer to this report Section II. Critical Areas, Fish and Wildlife Conservation Area, Historic Use.

Pileated woodpecker was removed from Washington state Priority Habitat and Species list in 2021 according to [Management Recommendations for Washington's Priority Species Volume IV: Birds](https://wdfw.wa.gov/publications/00026) (<https://wdfw.wa.gov/publications/00026>) page 29-1. In urban areas recommendation is retention of small patches averaging 7 acres. More than 10 acres of trees and snags in the stream buffer (Tract A) will be retained.

Great Blue Heron is not a state-listed species in Washington according to [Management Recommendations for Washington's Priority Species Volume IV: Birds](https://wdfw.wa.gov/publications/00026) (<https://wdfw.wa.gov/publications/00026>) page 3-2. Priority Habitat and Species (PHS) data shows no heron rookery located on project site.

North Fork Johnson Creek traverses the site in a ravine, refer to comment D. Wold#2 above.

Stormwater is directed to a vault located near Viking Avenue NW. Only roof drains are directed to Wetland A/Stream A and Wetland C buffers to maintain hydrology. SWMMWW identifies need to maintain water provision to wetlands.

The Viewside Community Water System well is located across the North Fork Johnson Creek more than 1000' southwest of the project. Notification of the proposal was sent to the water system. No comment has been received.

Refer to comment D. Wold#2 regarding other projects reviewed in the city.

The 26 acres, at maximum density of 5 units per acre, has potential capacity of 130 dwelling units. As proposed, there will be less than half the number of dwellings. Development density is reviewed under Section VI. Residential Districts, Minimum and Maximum Density.

Wetland C is reviewed under Section IV. Critical Areas, Wetlands, Wetland C of this report.

Emergency access roadway between Wetland A/Stream A and Wetland B buffer are reviewed under Section IV. Critical Areas, Wetlands, Wetland B, Emergency Access of this report. The commentor should also see Section IV. Critical Areas for Wetland A/Stream A, Wetland B, emergency access, and Wetlands E, F and G. Wetland H, east of Viking Avenue NW is also discussed.

We appreciate the commentor acknowledging the city plans under the GMA with associated critical area, zoning, and other adopted city land development codes, state regulations including SWMMWW as currently adopted, and adopted standards and policies.

Notice is provided to the military. No comment is received.

Notice is provided to The Suquamish Tribe. Refer to H. The Suquamish Tribe, above.

- L. Hagwell#2 Comment Summary: Concern regarding water for development not be removed from Johnson Creek, fencing, open space ownership, trespass, construction noise, recorded well protection radius, historic city sewer plan, and provides personal opinion and history, and attachments of unknown source and or purpose.

Staff Comment. City water is provided from wells, not drawn from the North Fork Johnson Creek.

Fencing along the south project boundary would limit access to adjacent property south and or establish a fence line through the well radius recorded in 2009. The well radius is an easement on the project property and does not convey ownership.

Residents of the new development may use the strip of land as an informal off street walking trail. Posting no trespassing signage on the south side of the strip would notify users of the change in property ownership.

Construction hours are regulated under Chapter 15.32 PMC. Construction within 1,000' of a residence between 7:00 pm and 7:00 am Monday through Friday, and 7:00 pm to 8:00 am on weekends and government holiday must be approved by City Council. Noise levels are regulated under state law. Violations of construction hours may be reported to 911 as a non-emergency, or to the city Building Department during working hours.

Poulsbo transportation and utility plans identify general location of future (new) improvements. Improvements are typically installed when properties develop. Current development plans do not utilize Mareline Lane.

- M. Ecology - Environmental Report Tracking System Comment Summary: Concern former owners dump and personal shooting range.

Staff Comment. Ecology forwarded the comment to Kitsap Public Health District, and city NPDES manager. Ms. Wold expressed the same concerns in comment letters to the city. See above D. Wold #2 and K. Wold#3 for response.

X. STAFF COMMENT AND RECOMMENDATIONS

Comments: This project as proposed is consistent with the Poulsbo Comprehensive Plan and Zoning Ordinance.

Recommendation: Staff respectfully recommends approval of the Plateau at Liberty Bay Planned Residential Development and Preliminary Plat, Planning File P-12-06-22-02 as presented and subject to all Conditions of Approval contained herein.

XI. EXHIBITS

- A. Application
 - 1. PRD, Subdivision Application forms
 - 2. Consent to Exceed Review Period
 - 3. SEPA Checklist (not commented)
- B. Project Drawings
 - 1. KPFF1 Project Drawing, dated February 12, 2024
 - 2. NDLA1 Preliminary Landscape Plan, dated January 30, 2023
 - 3. KPFF2 Alternative Entry Feasibility Drawing, dated January 4, 2023
 - 4. KPFF3 Open Space Drawing, dated December 29, 2023
 - Appendix E, Attachment B of Drainage Report P (pdf page 106)
- C. Critical Area Information
 - 1. WRI1 21199 Viking Avenue Delineation Report, May 25, 2022
 - 2. Grette1 Viking Ave. PRD Third Parth Review, July 19, 2022
 - 3. Grette2 The Plateau at Liberty Bay: Third-Party Review, August 9, 2023
 - 4. WRI2 Stormwater Outfall – Off-site Wetland Hydroperiod Protection, December 15, 2023
 - Appendix E, Attachment A of Drainage Report (pdf page 86)
 - 5. KPFF4 Minimum Requirement 8, dated January 3, 2024
 - Appendix E of Drainage Report (pdf page 79)
 - 6. KPFF5 Minimum Requirement 8, dated January 15, 2024
 - Appendix E, Attachment E of Drainage Report (pdf page 148)
 - 7. Grette3 MR-8 Third-Party Review, dated February 20, 2024
 - 8. WRI3 Critical Area Study and Mitigation Plan, dated March 1, 2024
 - 9. Grette4 MR-8 Third-Party final review email, dated March 13, 2024
- D. Tree Retention
 - 1. WFCI1 Tree Protection Plan, dated September 8, 2022
 - 2. SUF1 Tree Retention Review, dated February 28, 2023
 - 3. WFCI2 Critical Area Review, dated September 17, 2023
- E. Technical Reports
 - 1. KPFF6 Drainage Report, dated February 2024
 - 2. ESNW1 Geotechnical Engineering Study, dated June 6, 2023
 - 3. ESNW2 Response to Comments, dated June 1, 2023
 - 4. H&A1 Traffic Impact Analysis, dated June 12, 2023
- F. Home Siting “Lot Fit”
- G. Staff Review Memos
 - 1. Engineering Department Staff Report Memo, dated March 28, 2024
 - 2. Engineering Department SEPA Memo, dated March 28, 2024
 - 3. Figure TR-2, Land Use Comprehensive Plan, Transportation Element
 - 4. Figure TR-3, Land Use Comprehensive Plan, Transportation Element
- H. Public Comment
- I. Noticing
 - 1. Neighborhood Meeting Notice (applicant requirement)
 - 2. Notice of Application
 - 3. Revised Notice of Application
 - 4. Public Meeting Notice

PLATEAU AT LIBERTY BAY PLANNED RESIDENTIAL DEVELOPMENT AND PRELIMINARY PLAT
CONDITIONS OF APPROVAL
PLANNING FILE P-12-06-22-02

Following are the SEPA Mitigation Conditions of Approval:

Following are the Planning and Economic Development Departments Conditions of Approval:

- P1. Development of the site shall be in conformance with the plan set and associated documents identified in Exhibits B-G, stamped approved in Planning File No. P-12-06-22-02 and subject to the conditions of approval contained herein. Recommendations found in reports and peer review documents identified in Exhibits C-F shall be followed.
- a. Development of the site shall comply with the recommendations of the Preliminary Drainage Report dated February 2024, or as amended, consistent with Stormwater Peer Review and Stormwater MR-8 Peer Review, dated February 20 and March 13, 2024.
 - b. Development shall occur consistent with the Wetland Mitigation Plan, dated March 1, 2024, and Mitigation Proposal Third Party Review, dated August 9, 2023. Including consistency with the no net loss standard as defined in PMC 16.20.205, in 10-year Monitoring Success Standards and creation area monitoring for years 7 and 10.
- P2. Project proponents shall file notice to title with Kitsap County Auditor per PMC 16.20.135 for this project regarding critical areas, critical area buffers, and setback from critical area buffers located on development property lots which will be encumbered by a critical area buffer or setback to buffer. Critical area requirements will be identified on the approved notice to title. The proponent shall submit proof that the required notice has been filed before the Director will issue the underlying permit's notice of decision.
- P3. It is the responsibility of the developer / property owner to coordinate with and receive any necessary permits of other agencies, including Ecology, USACE, EPA, (such as JARPA, ESA consultation) prior to commencing work requiring said permits.
- P4. Critical area buffers and setback from critical area buffers are required to be shown on all construction drawings and building permit lot development plan. Grading revision accommodating Wetland A buffer in vicinity of lots 47-50 is necessary. The alternative is completing critical area permitting before grading permit issuance.
- P5. Construction drawings shall show west end of Road E and F and south end of Road H pavement sloping away from critical area buffer. Continuous curb, signage and barrier blocking vehicles from entering critical area buffer is required to be located outside the buffer. Utilities shall be located away from the paved road end. As acknowledged in application documents, any modification of the Wetland A/Stream A buffer at road ends shall be reviewed in environmental report(s). City consultant peer review of report(s) shall be at the discretion of the PED Director and at expense of the applicant/developer. Mitigation and bonding may be required.
- P6. Installation of road and utilities in the emergency access roadway segment between Road F and NW Liberty Road shall be observed and at the direction of a qualified biologist (wetland and stream specialist(s)). Any modification of the Wetland A/Stream A buffer and or Wetland B averaged buffer along the emergency access roadway segment between Road F and NW Liberty Road shall be reviewed in environmental report(s). City consultant peer review of report(s) shall be at the discretion of the PED Director and at expense of the applicant/developer. Mitigation and bonding may be required.
- P7. Wetlands shall be protected with high visibility construction fencing. Signs identifying the critical area shall be posted. Fencing and signs shall be indicated on construction drawings.
- P8. Areas of wetland mitigation and enhancement onsite are to be shown on construction drawings.
- P9. Tree Cutting and Clearing Permit
- a. A Tree Cutting and Clearing permit application shall be submitted and reviewed concurrently with the grading application. The application form and associated fees are available on the PED Department

website. An inventory report and review of methods to reduce impact to offsite trees east of the project shall be provided with tree cutting and clearing permit application. The east property boundary shall be staked prior to inventory and remain in place until grading is complete.

b. Tree protection fencing, fencing diagram, tree protection measures and timeline for activity as presented on pages 9 & 10 of the Tree Retention Report shall be included in notes on TESC and landscape plans.

c. Trees identified for retention shall be identified on site prior to tree harvest commencing. No grading shall take place on the site until tree protective fencing is installed. Tree marking and protective fencing shall be under supervision of project arborist and, when completed, the city notified for inspection.

d. No storage, equipment, or vehicular traffic shall be allowed within tree retention areas.

P10. Setbacks, building lot coverage, and building height shall be reviewed at time of building permit submittal. Setbacks shall be measured from property lines. Garages are to be setback 20 feet providing driveway parking without overhang on road or access tract as identified in application documents.

P11. Individual Home Identity.

a. A project wide home design packet addressing PMC 18.260.060.e is required for review prior to any home building permit issuance. Conceptual architectural drawings and elevations are required, and tie identified location of each housing type on a "lot-fit" drawing for approval by the PED Director. Approved information shall bind the applicant and any subsequent developers or assignees of the project. Comparison of the architectural drawings and house placement will occur at building permit submittal.

b. The PED Department will review each building permit submitted to determine compliance with PMC 18.260.060.E and ensure substantial compliance with the architectural renderings submitted. Side and rear facades facing public or private roadways in or adjacent to the project shall include façade treatments similar to the front façade.

c. The applicant shall submit a streetscape plan with the building permit application, which will show plot plans, elevations, and unit types for the adjacent properties. The plan shall ensure architectural variety is provided in accordance with PMC 18.260.060.E.2.e and E.3. Building footprint and exterior design on adjacent lots is to be varied and will be reviewed with building permit. Reverse building plans or left/right "flip" of the footprint are considered the same footprint.

d. Façade and color palette of the subject and adjacent homes shall be identified on the streetscape plan.

P12. Site lighting is to be oriented and shielded to avoid direct glare onto adjacent properties, while providing adequate safety, including along off street walking paths.

P13. Final Landscape Plan.

a. Street trees shall be consistent with the conceptual landscape plan (Exhibit B, NDLA1) and shall be included on the final landscape plan submitted with the tree cutting and clearing and grading permits. Irrigation and maintenance shall be addressed in developments CCRs. Bonding for street trees and associated groundcover, in addition to the submittal of an as built landscape plan, is required prior to final plat approval.

b. Placement of street trees shall be within landscaping strips between roadway curb and sidewalk as shown on the landscape plan (Exhibit B, NDLA1) and shall not be in residents front yards unless placement is identified in a report by an ISA certified arborist and peer reviewed by the City Arborist at the developer's expense, or an additional 5 feet front setback is provided to allow tree planting away from home foundation.

c. The final landscape plan, submitted with the tree cutting and clearing and grading permits, shall include WRI recommendation that in areas where grading brings the hardpan nearer to the surface, the hardpan must be fractured under new trees to provide soil volume for root development and to improve drainage around the tree.

d. The final landscape plan, submitted with the tree cutting and clearing and grading permits, shall include details on the recreational amenities approved, including open play areas, picnic and seating

(including ADA as proposed), bar-b-que area, and soft surface walking paths, benches, gazebo and play toy. Retention tree location shall be identified on all drawings submitted.

e. The park play structure is to accommodate 20 or more individuals 5 to 12 years of age. Design information for the play structure is required to be submitted with the final landscape plan. A similar structure which meets the intent of the requirement may be proposed with the final landscape plan.

f. Walking path grade and cross slope shall accommodate ADA requirements.

g. Critical area signs and fencing required installed with development shall be shown on landscape plans.

h. The development monument sign(s) shall be shown on the final landscape plan. A separate building permit is required for construction of the monument sign(s).

i. Bonding for landscaping in open space and storm tracts shall be required. Bonding of landscaping is required. Estimates or bid for landscaping work and materials including irrigation shall be provided with final plat application. Estimates shall match the record drawing and identify plant name, common name, size at planting, and number each that will be planted.

j. A final record drawing landscaping plan shall be provided to the city with final plat application. A notarized letter from the applicant / landscaper shall be provided stating materials are installed per plan.

P14. Tree Retention.

a. A final tree retention plan shall be submitted with the tree cutting and clearing and grading permit and reviewed by the City Arborist, at the cost of the applicant. Additional trees shall be identified for retention or planting of additional trees identified on the landscape plan.

b. Location of trees within 20 feet of a lot with stormwater infiltration shall be identified on the final landscape plan submitted with the tree cutting and clearing permit and on civil drawings submitted with grading permits. Installation of dispersion systems will require trenching for pipe and gravel within critical root zone of buffer trees.

c. Trees and tree retention fencing shall be shown on construction civil plans and landscape plans.

d. Trees identified for retention shall be identified on site prior to tree harvest commencing. No grading shall take place on the site until tree protective fencing is installed. Tree marking and protective fence shall be under supervision of project arborist, and, when completed the city notified for inspection by City Arborist. Protective fencing shall not be moved or removed until directed by the city in consultation with the City Arborist.

e. All recommendations provided of Exhibit D, WFCI1 Tree Retention Plan Report prepared by Washington Forestry Consultants, Inc. (dated September 8, 2022) shall be followed. Tree protective fencing shall be as noted in P9 above.

f. The east property boundary shall be located in the field and trees in the vicinity be thoroughly assessed and inventoried. Tree protection measures outlined in Exhibit D WCFI1, tree protection fencing locations and fencing diagram shall be included in notes on the TESC and landscape plans.

g. The City shall be notified of any impacts or pruning of significant (3" and greater) tree roots prior to the approval of the final plat. The City may require peer review by the City Arborist, at the cost of the applicant.

h. A follow-up risk assessment of the proposed retention tree areas shall be conducted by an ISA certified arborist once the clearing and grading has occurred and submitted to the city for peer review. Trees identified within 20 feet of the dispersion trenches are to be identified in the assessment. If needed, the tree retention numbers shall be amended to reflect any necessary removals and additional plantings. An arborist report shall be provided to the City prior to approval of the final plat and may be peer reviewed by the City Arborist, at the cost of the applicant. The report must include tree survey information and verify tree retention plan and project conditions are met. The report shall also identify maintenance recommendations for a period of 5 years or reaffirm maintenance recommendations or prior report.

Director in consultation with the City Arborist will determine if additional tree retention measures will be required at the expense of the applicant.

i. The project arborist shall be on site to observe and direct tree protection measures during dispersion trench installation occurring in vicinity of retention trees to insure all recommendations of the arborist report are followed.

P15. Fences

a. New perimeter fencing shall be 6 feet high sight obscuring. Fence design/details shall be provided with tree cutting and clearing and grading permits. Fence location shall be shown on construction drawings and final landscape plan. Perimeter fencing shall be located at the project perimeter of lots 1-4, and lots 28-32 and 35-37.

b. Split rail fencing, a minimum 4' high, and critical area signage are required along lot lines of lots and Tract J abutting Tract A; and lot lines of lots abutting Tract B, Tract C, Tract D. Signs shall be placed on each lot and tract.

c. Split rail fencing, a minimum 4' high, is required along lot lines adjacent to Tract E, Tract F, and Tract J.

d. The City Arborist shall review, at the cost of the applicant, the location of fencing in relation to tree retention at the time of tree cutting and clearing permit. The City Arborist will evaluate the impact of fencing on the long-term health of the proposed retention trees and provide, if necessary, recommendations for optimal success of tree retention. Recommendation may include alternative location of fencing, removal of trees, and/or supplemental plantings.

e. Dispersion trenches shall include split rail or other approved fence with identifying signage attached identifying the protected area and its purpose as determined by Engineering and Public Works departments.

f. New interior project fencing shall be installed with home construction. Fence may match or complement project perimeter fencing. Fence design and details shall be provided with tree cutting and clearing and grading permits. Fence location shall be shown on construction drawings and on building lot plans required with building permit.

P16. Covenants, Conditions and Restrictions (CCRs)

a. The final project CCRs shall be submitted with the final plat application and shall be recorded with final plat. The CCRs are subject to review and approval of the PED Department and City Attorney to ascertain if the documents are sufficient to assure compliance with the Conditions of Approval and SEPA Mitigations. Language shall also be included in the CCRs which requires notification to the City of Poulsbo PED Director of any amendments to the CCRs, and that the City shall have the authority to object to any modification that is inconsistent with any condition lawfully placed upon the subdivision by the City of Poulsbo.

b. CCRs shall include provisions that the Homeowner's Association (HOA) will own, maintain and enforce all open space, tree retention, and amenity tracts (tracts A-F and J-M). CCRs shall address that storm vault tract maintenance of grass cover and other amenities are HOA responsibility, unless the applicant wants to follow the process of coordinating with the city planning and parks directors to determine provide a public park on the vault per PMC 18.260.090.2.a. (Storm vault maintenance will be developer / city maintained).

c. CCRs shall include provisions of how the HOA will manage, maintain, and enforce all tree retention. The CCRs shall outline, in detail, the roles and responsibilities of the HOA, individual property owners, and the City of Poulsbo. This shall include roles and responsibilities for removal of danger trees, replanting and any associated costs. Periodic assessment of retention trees health and risk potential must be included in CCRs.

d. CCRs shall include provisions of how the HOA will manage street tree maintenance, including irrigation.

e. In lieu of required RV storage, the applicant shall include a provision in the CCRs that addresses recreational vehicle parking, which shall be reviewed by the PED department and City Attorney prior to final plat approval and recording of plat documents.

f. Tree retention is required to be in tracts or other permanent protective measures.

g. CCRs and face of the final plat or final development plan shall include the following statement: "Open space areas not proposed to be improved with recreational amenities or purposes shall remain as natural vegetation or appropriately landscaped. Removal of preserved and approved open space in natural vegetation shall only be permitted for public safety reasons and upon review and approval of the Planning Director and City Arborist. Enhancement of critical area buffer vegetation shall be as allowed and prescribed in PMC [16.20](#), Critical Areas." (PMC 18.260.150).

P17. Final Plat.

a. As final record drawing landscape plan and irrigation plan shall be submitted and approved prior to final plat approval. The record drawing landscape plan shall address street trees, right-of-way landscaping, supplemental tree retention plantings, and any other areas in common ownership of the homeowners. Planting specifications shall be consistent with PMC 18.130, and are subject to approval by the PED Department.

b. Bonding for landscaping is required prior to final plat approval. Landscape bond(s) will be required and based on current City requirements. Landscape bid estimates for material and labor shall match the final as-built landscape plan, itemizing plant species, common name, number to be planted, and minimum size at time of planting. An estimate for material and labor matching the irrigation plan shall also be required. Street trees may be under separate landscape bond.

c. Performance bonding will be accepted for mitigation of wetland impact and Stormwater Management Manual for Western Washington minimum requirement 8 to be installed in Stream A/Wetland A and Wetland C buffers with Division 1 final plat. All mitigation, wetland creation and plantings are required installed and maintenance bonds in place prior to recording Division 2 final plat.

d. Open space and amenities are to be located in tracts on the final plat with a note identifying project amenities are for the benefit of project owners and residents. Storm vault tracts are open space.

e. The face of the final plat shall include statement(s).

i. The project's HOA will own, maintain, and enforce all open space, tree retention, and amenity tracts.

ii. The City will not join the HOA as enforcers of the project's CCRs.

f. Areas reserved for dispersion trench and lots providing water to them shall be identified on final plat drawings. Each drawing sheet which includes dispersion trench or lots providing water to them shall be identified with the following note: "DISPERSION OF ROOF WATER COLLECTED ON LOTS _____ PROVIDE WATER TO WETLANDS AND OR STREAM."

g. Trees and tree retention areas shall be shown on final plat drawings. Survey and show retention trees on final plat drawings. Each drawing sheet which includes tree retention shall include the following note: "TREES LOCATED IN OPEN SPACE TRACTS _____, AND EASEMENTS ON LOT(S) _____, SHALL BE THE RESPONSIBILITY OF THE ASSOCIATION TO MAINTAIN. ALTERATIONS, INCLUDING TREE REMOVAL AND PRUNING, WITHIN TREE RETENTION AREAS REQUIRE REVIEW AND APPROVAL OF THE CITY PLANNING & ECONOMIC DEVELOPMENT DIRECTOR AND CITY ARBORIST."

P18. Park impact fee is required with this project. Fee is determined at the time of building permit issuance according to current code requirement.

P19. Modifications to planned residential developments with preliminary subdivisions are reviewed under PMC 17.60.070 as currently adopted. Where significant deviation from the approved plan is proposed, the revision will be considered a major modification under the initial approval review authority.

P20. Within 5 years following the approval of the preliminary plat, or as otherwise stipulated in RCW, a final plat shall be submitted to the city for review and approval or plat becomes void.

P21. The following conditions shall be on the face of the plat:

- a. No storage, equipment, or vehicular traffic shall be allowed withing tree retention areas.
- b. Setbacks, building lot coverage, and building height shall be reviewed at time of building permit submittal. Setbacks shall be measured from property lines. Garages are to be setback 20 feet providing driveway parking without overhang on sidewalk, road or access tract as identified in application documents.)
- c. Site lighting is to be oriented and shielded to avoid direct glare onto adjacent properties, while providing adequate safety, including along off street walking paths.
- d. As final record drawing landscape plan and irrigation plan shall be submitted and approved prior to final plat approval. The record drawing landscape plan shall address street trees, right-of-way landscaping, supplemental tree retention plantings, and any other areas in common ownership of the homeowners. Planting specifications shall be consistent with PMC 18.130, and are subject to approval by the PED Department.
- e. Open space and amenities are to be located in tracts on the final plat with a note identifying project amenities are for the benefit of project owners and residents. Storm vault tracts are open space.)

DocuSigned by:

Heather Wright

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Heather Wright,
Planning and Economic Development Director

4/2/2024

Date

Following are the Engineering Department's Conditions of Approval:

GENERAL:

- E1. All water, wastewater, and stormwater facilities and streets shall be designed by a professional civil engineer licensed in the State of Washington. The applicant is responsible for the design and installation of the facilities. In the event that there is a conflict between standards, the more restrictive standard shall apply as determined by the City Engineer.
- E2. Land use permit approval shall not waive any requirements for the applicant to (a) obtain all appropriate permits; (b) pay all required fees and deposits; and (c) provide the City with adequate construction plans for approval which conform to City codes and standards. *Any utility plans, details, and drawing notes associated with the approved preliminary plat drawing are approved in concept only and are not considered approved for construction. Approval of the preliminary plat does not constitute approval of any construction drawings submitted with the preliminary plat approval documents.* Civil construction drawings must be submitted directly to the Engineering Department. For site plans, it is not acceptable to submit the civil drawings with the building plans to the Building Department.
- E3. Construction plans for the following shall be reviewed and approved by the Engineering Department and Public Works Department: storm drainage and street improvements (including signage and pavement markings), sanitary sewer, water, and interim and permanent on-site erosion control systems. Prior to final plat approval the applicant shall: construct the required improvements per City standards and submit "as-built" drawings on mylar, paper, and electronically (compatible with the AutoCAD version utilized by the City at the time of submittal), dedicate easements, convey utility ownership as determined by the City, and post a maintenance bond(s).
- E4. All plan review and project inspection and administration expenses shall be paid for at the developer's expense consistent with the fee and deposit schedule adopted by City ordinance in effect at the time of construction. Plan review fees shall apply to the original drawing submittal and one re-submittal. Subsequent submittals will require payment of hourly charges. Fees are non-refundable. Deposits are required for payment of actual expenses incurred by Engineering Department staff for project administration and inspection. If the City Engineer determines that the magnitude or complexity of the project requires full or part-time on-site inspection in addition to the inspection by City staff, he may contract with a duly qualified inspector or hire additional personnel to provide inspection, testing, or other professional services for the City in connection with the construction. Deposits for Engineering Department services or outside professional services shall be paid in advance. The

deposits are estimates and may require replenishment. Deposits may be required at the time of, or after, payment of any fees. Unused deposits are refundable.

- E5. At any point in the process of application approval, construction plan review, or construction, the City Engineer may hire an independent consultant to review and comment on any, or all, utilities or sitework (for example, storm sewer, sanitary sewer, water, roads/streets, retaining walls, slopes) proposed by the applicant. The applicant shall make a cash deposit which will be used to pay for any independent review required by the City Engineer. If additional funds are required, the applicant shall immediately deposit the requested amount. Any unused funds will be refunded. Acceptance of the proposal and consultant comments shall be at the discretion of the City Engineer.
- E6. The applicant shall adhere to all recommendations of the applicant's geo-technical engineer and the City's consultants as determined by the City Engineer.
- E7. City of Poulsbo Construction Standards and Specifications are published on the City website within the Public Works/Engineering Department page. Unless specified otherwise within Conditions of Approval these standards shall be followed.
- E8. The civil construction drawings shall include plans for: grading, water, sewer, storm, streets, dry utilities, street lighting, signage/stripping, and composite wet utilities. Other plans may be required depending on site-specific conditions. Profiles and details for the wet utilities shall also be provided.
- E9. Construction drawings will be rejected, without review, if the following drafting requirements are not met:
- a. Construction plan size shall not exceed 24"x36". The minimum drawing scale shall be 1:40 horizontal and 1:5 vertical. A larger scale may be required for legibility.
 - b. Utilities shall be shown on plan/profile sheets. Each sheet shall have the corresponding plan/profiles on the same sheet with aligned stationing.
 - c. Labels from the various overlapping AutoCAD layer shall be legible.
 - d. All elements on the drawings shall be legible as determined by the City Engineer.
- E10. All infrastructure must be installed before Final Plat approval. If the applicant wishes to construct the project in phases, those phases must be defined as divisions in the preliminary plat approval. At the time of Final Plat approval for each division, that division shall be "stand alone". A division shall be considered "stand alone" if it contains complete utilities and access for the future residents of that division and is not dependent on other as yet un-built divisions for this purpose. Any infrastructure outside of the plat that is necessary to serve the division or allow it to function must be completed as well. Reference Public Works Department Conditions of Approval for water main looping requirements related to project phasing.

CLEARING, GRADING, AND EROSION CONTROL:

- E11. A Clearing and Grading Permit is required prior to any land-disturbing activity on the site (PMC 15.35). The permit may include restrictions as to the limits of any area or phase that can be cleared and graded at any one time or during any construction season. Additional restrictions may be placed on the permit for seasonal weather conditions. At any time, the City Engineer may restrict activities or access to portions of the site which would be detrimental to maintaining erosion and sediment control. A final geotechnical report shall be submitted with the construction drawings to provide recommendations for site grading and compaction. The report shall include a section with recommendations for wet season construction methods.

CLEARING, GRADING, AND EROSION CONTROL:

- E12. All temporary and permanent storm system and erosion control measures shall be designed, constructed, maintained, and governed per the following, as adopted by the City of Poulsbo:
- a. All temporary and permanent storm system and erosion control measures shall be designed, constructed, maintained, and governed in accordance with PMC Chapters 12.02 and 13.17.
 - b. City of Poulsbo standards and ordinances.
 - c. All conditions of approval associated with any clearing and/or grading permits.
 - d. Recommendations of the geo-technical engineer.

- E13. Provision shall be made for the conveyance of any upstream off-site water that naturally drains across the applicant's site.
- E14. The design of the detention system shall include appropriate access for maintenance as determined by the Public Works Department.
- E15. A final drainage report, TESC plan and final geotechnical report shall be submitted with the construction drawings to support the stormwater system design and provide guidance on construction and erosion control during construction. The final drainage report and TESC plan shall include provisions for erosion control compliance during wet season construction activities.
- E16. The developer shall be responsible for providing regular and adequate maintenance and supportive maintenance records for the stormwater detention system for a minimum of two-years or until 80% of the residences have been completed, whichever is longer. At the end of this time, the City will inspect the system and, if acceptable, the City will take over maintenance and operation of the system.
- E17. The entire perimeter of the ponds shall be fenced per City Public Works Department requirements. Gate locations and design shall conform to the requirements of the Public Works Department. All fencing shall be outside of the wetland buffer consistent with Planning Department requirements.
- E18. A spill control type oil/water separator shall be installed in the stormwater system at the most downstream point of the site.
- E19. All secondary storm systems and easements shall be in compliance with City standards and remain privately maintained.
- E20. All individual lot dispersion/infiltration trenches shall be maintained by the HOA. A maintenance covenant will be required the Final Plat. The individual systems shall be designed and located in such a manner that they are indefinitely fully accessible whether by the individual owners or the HOA. The location and soils of the dispersion/infiltration trenches shall be protected during construction such to avoid long term impacts to the dispersion/infiltration viability.

SANITARY SEWER

- E21. Refer to Public Works Department comments for sewer connection requirements and construction standards.

WATER

- E22. Refer to Public Works Department comments for water construction standards, connection and looping requirements.

ALL UTILITIES

- E23. For utilities not within City right-of-way, the Public Works Director will determine if the City will assume ownership and maintenance of the utility.
- E24. All water mains and all primary sanitary sewer and storm drainage mains shall be within public right-of-way or within easements dedicated to the City which meet the City's criteria for dimensions and access. All water, sewer, and storm service laterals and all secondary sanitary sewer and storm drainage lines located within easements or private property shall remain privately owned and maintained by the Homeowner's Association or applicable lot owners.
- E25. Easements for access and maintenance of utilities determined to be City-owned shall be legally described and dedicated to the City on the Final Plat drawings. Easements shall be fifteen feet (15') wide minimum and comply with all City requirements. Additional width is required to accommodate turning radii, more than one utility or deep utilities. The City Engineer may require an all-weather surface, conforming to City standards, to be constructed over the easement to provide vehicular access for maintenance. Ownership of the pipe and appurtenances shall be conveyed to the City on the Final Plat drawings. The easements shall be shown on the construction drawings, "as-built" drawings, and Final Plat drawings.
- E26. When private storm or sewer pipe is located in an easement that is adjacent and parallel with the property line between two lots/parcels, the easement shall be located entirely on one property and not split between the

adjacent properties OR the utilities shall be off-set from the property line a minimum of 2 feet due to the high potential for fence posts to be placed on the property line.

E27. All street ends with the possibility for extension must have utilities stubbed out of the paved area a minimum of six feet or as directed by the City Engineer. Pavement and sidewalks shall be extended to within six feet of the property line at the end of the road. Appropriate barricades in compliance with current MUTCD standards shall be constructed at the road ends. See City Construction Standards for recommendations.

STREETS

E28. Unless otherwise approved by the City Council, street sections shall conform to adopted City standards (refer to Developer's Guide – Section 2 – Street Standards).

E29. Driveways for lots 61-63 shall access Road H.

E30. The developer's engineer shall certify that there is adequate entering sight distance at the intersection Road D and Viking Avenue NW at construction plan submittal. 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 certification shall also note necessary measures to correct and maintain the minimum sight triangle.

E31. At time of construction plan submittal, the applicant shall submit sight distance and stopping report at all intersections which have K values which do not meet the standard as stated in Section 2 of the City's current Construction Standards. Sight distance certification for all intersections shall be provided with construction plans and shall consider proposed landscaping features and plantings in sight distance calculations. Street trees shall not be located in required sight distance triangles. Sight distance triangles that intrude on lots in the development shall be shown on the plat drawings and the drawings shall include provisions for protection of the sight distance triangles.

E32. All intersections, crosswalks at intersections, sidewalks and driveway drops shall meet current ADA standards. Construction drawings shall include sufficient intersection grade and slope details and sidewalk curb ramp details to determine ADA compliance.

E33. GMA Transportation Impact Fee Ordinance (PMC 3.86) has been approved by City Council. This establishes a transportation impact fee assessment per ADT payable at time of Building permit issuance as of the date of this memo. The impact fee is due at the time of each single-family home building permit and shall be calculated using the most current ADT for a single-family home identified in the ITE manual (11th edition identifies an ADT of 9.43) and multiplying the most current traffic impact fee established by PMC 3.86.090.

E34. Credit consistent with the requirements of PMC 3.86 will be given for the existing 4 homes on the project site. Traffic impact fees will not be due with the first 4 home building permit applications. Traffic impact fees for the remaining home sites will be due with the building permits for each home site.

E35. Streetlights shall be installed per City of Poulsbo and Puget Sound Energy specifications. New streetlights shall be LED light fixtures. Lighting design for the project shall be submitted with the construction drawings for the project. Lighting design shall be per the requirements of Illuminating Engineering Society of North America standard RP-8. Lighting design shall consider proposed street trees and landscaping to ensure landscaping and street trees will not interfere with street lighting. Proposed street trees shall be shown on lighting design submittal.

E36. The applicant's engineer shall obtain approval of the postmaster and the City Engineer for all mailbox installation locations.

E37. As a condition of site plan development, the construction of frontage improvements is generally required in accordance with PMC section 17. The applicant is responsible for frontage improvements to the project's Viking Avenue NW consistent with City construction standards. Existing frontage improvements on Viking Avenue shall be evaluated during construction drawing development and shall be brought into full compliance with current City and ADA standards.

E38. Street end of proposed Roads B, E and F provide future access to adjacent properties. The street ends shall be marked following either MUTCD Section 3C.04 (OM4 series signs) or MUTCD Section 3F.01 (Type III Barricade). Incorporated into the MUTCD installations shall be an information sign with white background and black lettering that reads; "FUTURE STREET EXTENSION". All of the above elements shall appear as details on

the site construction plans subject to Public Works Department approval. Additional right of way dedication for the Road B extension will be required from parcel #152601-3-027-2001 to provide full right of way required for future roadway classification.

- E39. A temporary truck route has been established in accordance with PMC 10.24. The project’s construction truck traffic shall use Viking Avenue NW to the South and/or Viking Avenue NW to SR305 to the North. The project’s construction truck traffic shall not use NW Finn Hill Road or NW Lindvig Way.
- E40. Existing pedestrian facilities along the frontage shall be reviewed for ADA compliance. Any area not meeting ADA requirements shall be reconstructed to meet ADA.

OTHER

- E41. All bonds, conveyances, and easements dedicated to the City shall be on the City's forms.
- E42. A Public Property Construction Permit is required when connecting to City-owned utilities or performing other work within the City right-of-way or other public/City-owned property (PMC 12.08). The permittee shall be responsible for repair and/or restoration of any damage to City property (such as sidewalks, curbs, gutters, pavement, and utilities) that occurs as a result of operations under this permit.
- E43. Shared driveways shall be dedicated easements or tracts benefiting the property owners served by the driveway. The face of the plat and the covenants shall state that the responsibility for maintenance of any shared driveway shall be the responsibility of the property owners served by the driveway
- E44. No rockeries/retaining walls may be constructed within the ten-foot (10') wide utility easement fronting all lots or within any other utility easement. No permanent structures of any kind are allowed within any utility easement. If construction, maintenance, repair, or reconstruction of any utility is required, the property owner shall be responsible for the removal and relocation of any permanent structure and plantings that were removed. Such relocation shall not be in conflict with City codes. The face of the plat shall state this requirement
- E45. Any agreements made between the applicant and another property owner related to utilities, easements, right-of-ways, or ingress and egress shall not be in conflict with City codes or ordinances. No agreements between the applicant and the property owner shall exempt either party from obtaining proper City approval for land use activities regulated under the Poulsbo Municipal Code.
- E46. The covenants shall state that no fence shall be placed within two feet of the back of any sidewalk or within any sight distance triangle.
- E47. All public utilities shall be provided within the plat and shall include power, telephone, natural gas, and cable television. All utilities shall be placed underground (PMC 17.08.140). A ten-foot easement fronting all lots shall be dedicated for public utilities. The developer shall provide and install a minimum of one additional empty four-inch conduit trunk line with road crossings, in parallel with the aforementioned utilities, with appropriate termination points within junction boxes, for future telecommunications use (PMC 12.02.015). Ownership of the conduit shall be conveyed to the City on the Final Plat drawings. All existing and new utilities shall be underground. A plan sheet titled Dry Utilities shall be included with Construction Plan submittal and include all above mentioned utilities.
- E48. The applicant shall be responsible for obtaining all required offsite easements and rights-of-way. Copies of all recorded easements shall be provided to the City Engineer.
- E49. Demolition permit(s) are required through the building department for the removal of existing structures. Demolition permit(s) shall be acquired prior to issuance of grading permit.

DocuSigned by:

Joshua Ranes

Joshua Ranes P.E.,
City Engineer

4/2/2024

Date

Following are the Public Works Department’s Conditions of Approval:

WATER

- W1. All lots shall be connected to city water.

- W2. Service connection to the City water system shall be the responsibility of the property owner and shall comply with state and local design and development standards.
- W3. Water main looping shall be in compliance with City and Department of Health water design standards. The Plateau at Liberty Bay PRD project will be required to connect to the existing 12" water main in Viking Avenue NW for the primary connection and to the existing 8" water main in NW Liberty Road for the loop connection. Per PMC 17.60 and City Construction Standards Appendix B(9) all project phases/divisions must stand on their own. Project drawings shall show how utilities will be constructed with each phase. Completion of project water looping is required. If water looping connection is proposed to remain incomplete with the first project division, the project applicant shall demonstrate that all standards including fire flow, water pressure and water quality will be met with the water utility design for Division 1. Bonding for future water looping completion will be required.
- W4. Locate meters in a single bank when possible.
- W5. All water systems shall be publicly owned up to and through the water meter. All water mains and fire hydrants shall be located in public right-of-way or easements dedicated to the City of Poulsbo. Dedicated water lines shall be centered in an easement of 15 feet in width minimum.
- W6. Domestic and fire flow may share the same water line. The domestic service must exit the water line before the fire service.
- W7. Meters for all lots shall be located adjacent to public right-of-way.
- W8. Existing on-site well(s) shall be decommissioned per Department of Health requirements prior to commencement of site grading.
- W9. Individual PRV is required on the property owner side of the meter when pressure exceeds 80 psi.

IRRIGATION

- W10. Irrigation water shall come from a separate connection. Please show irrigation connection(s) on the utility drawing(s).
- W11. A double check valve assembly shall be installed within 18-inches of the downstream side of the water meter.
- W12. Double check valve assemblies shall be tested by a "city approved" state certified tester upon installation. A copy of the test report must be sent to the Public Works and Engineering Departments.

SEWER

- W13. Development of the plat requires installation of gravity sewer to serve all lots. Connection shall be to the existing 8" sanitary sewer main in Viking Avenue NW.
- W14. Sewer stubs for extension of the gravity system shall be provided to adjacent properties where road connections are provided.
- W15. Sanitary sewer manholes shall not be located in roadway curb and gutter, sidewalk or landscaping strip adjacent to roadway. Sewer mains shall not be located generally parallel to and under road curb and gutter, sidewalk, or landscaping strip adjacent to the roadway.
- W16. All side sewers shall enter public right-of-way as gravity flow.
- W17. Service connection and alterations to the City sewer system shall be the responsibility of the property owner.
- W18. All existing septic systems on the subject properties shall be decommissioned according to Health District regulations prior to commencement of site grading.

SOLID WASTE

- W19. Solid waste service shall be provided by the City of Poulsbo.
- W20. Garbage and recycle cans shall be placed curbside on the 'no parking' side of the road. The requirement shall be stated in the CC&R's prior to final plat approval.

W21. Lots accessed by private easement will be required to place solid waste containers curbside on public right-of-way. The requirement shall be stated in the CC&R's prior to final plat approval.

GENERAL CONDITIONS

W22. Design: All water, wastewater, stormwater system facilities and streets shall be designed by a professional engineer registered in the State of Washington. Design and installation of the improvements shall be the property owner's responsibility.

W23. Design and Development Standards: Design shall be subject to the following Standards:

- City of Poulsbo Utility Comprehensive Plan
- City of Poulsbo Design, Development and Construction Standards
- City of Poulsbo Municipal Code
- Washington State Department of Health Design Standards
- Washington State Department of Ecology's Criteria for Sewage Works Design
- American Public Works Association/Department of Transportation Standard Specifications

W24. In the event that there is a conflict between construction standards, the more restrictive standard shall apply as determined by the City Engineer.

W25. No walls or structures shall be permitted in utility easements unless approved at time of construction review.

W26. Placement of landscape plantings and/or street trees shall not interfere with utilities. Required landscape vegetation may need to be relocated in the final landscape plan. Landscape vegetation not required by city code may need to be relocated or removed from the final landscape plan.

SUBMITTAL AND APPROVAL

W27. The applicant shall be required to submit to the City for approval, the plans and specifications associated with design and construction of utility system improvements.

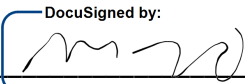
W28. Utility systems include, but are not limited to, distribution and collection mains, pumping facilities, storage reservoirs, detention/retention facilities or any improvements to be dedicated to the city under a deed of conveyance.

W29. Upon completion of the project, the developer shall supply the Public Works Department with a copy of drawings of record; these drawings shall be in hard copy form and in electronic form compatible with the most recent version of AutoCAD.

CONNECTION FEES AND ASSESSMENTS

W30. Utility service for the noted property is subject to application and payment of the applicable fees and assessments.

W31. Utility General Facility Charges (connection fees) are required paid at the time of building permit issuance and are based on the current fee schedule in effect at that time. Early payment and reservation of utility connection are not provided for in Poulsbo Municipal Code.

DocuSigned by:


 Mike Luna, 4FD1FE3DA34C467...
 Public Works Superintendent

4/2/2024

Date