

# EXHIBIT F

## STAFF REPORT MEMOS

1. Engineering Department Staff Report Memo, May 6, 2024
2. Engineering Department SEPA Memo, May 6, 2024
3. Figure TR-3 2036 New Roadway Segments Map, Land Use Comprehensive Plan Transportation Element

1. Engineering Department Staff Report Memo,  
May 6, 2024



## ENGINEERING DEPARTMENT

200 NE Moe Street | Poulsbo, Washington 98370  
(360) 394-9882 | fax (360) 697-8269

**To:** Edie Berghoff, Senior Planner

**From:** Michael Bateman, PE | Transportation Engineer

**Subject:** Preliminary Plat Engineering Staff Report | Audrey Estates | P-11-10-22-01

**Attachments:** Engineering Department Recommended Conditions of Approval dated May 06, 2024  
Public Works Department Recommended Conditions of Approval dated May 06, 2024

**Date:** May 6, 2024

The Engineering and Public Works departments have reviewed the project known as Audrey Estates Preliminary Plat and the associated application materials in accordance with codes and regulations under the department's purview. The departments offer the following analysis of the project proposal and recommendation for project approval. Recommended conditions of approval for the Engineering and Public Works Departments are attached.

**Applicant:** JWJ Group c/o Levi Holms

**Location:** The project parcel is vacant (no address, tax parcel 242601-3-006-005) and is located adjacent to the roundabout intersection of Sunrise Ridge Avenue NE and the newly constructed Johnson Parkway. Johnson Parkway borders the project's southern and eastern boundaries. The site is located in the SW ¼ of Section 24, Township 26N, Range 1E, W.M. in the city limits of Poulsbo, Kitsap County.

**Legal Description:**

THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER, SECTION 24, TOWNSHIP 26 NORTH, RANGE 1 EAST, W.M., KITSAP COUNTY, WASHINGTON; EXCEPT THE NORTH 429 FEET THEREOF.>>>>EXCEPT THAT PORTION CONVEYED TO THE CITY OF POULSBO FOR NOLL ROAD IMPROVEMENTS UNDER AUDITOR'S FILE NO. 201903220177, RECORDS OF KITSAP COUNTY, WASHINGTON.

Project Properties	Utility Improvements Properties
Address   Kitsap County Assessor Parcel Numbers	Address   Kitsap County Assessor Parcel Numbers
No Address   242601-3-006-2005	2382 NE Moon View St   242601-3-032-2003

**Project Description:**

The proposed Audrey Estates Preliminary Plat is a residential subdivision comprised of sixty (60) single-family lots averaging 7,500 square feet each with open spaces throughout. The project site encompasses 25.18 acres located within the City of Poulsbo (tax parcel 242601-3-006-2005). Approximately ~14 acres of the 25.18-acre site are proposed for development. The project will access from Johnson Parkway NE via extension of Sunrise Ridge NE. New public rights-of-way internal to the project include one residential collector road (Road A), two residential access roads (Roads B and C), and one stubbed residential access connection to serve properties to the north (Road D). Five private access tracts are proposed to each serve four or fewer lots. Stormwater

management infrastructure, sewer and water utilities, stream and critical area preservation, tree retention, landscaping and recreational opportunities are also proposed onsite as part of the preliminary plat.

### **Project Record, Exhibits and relevant Codes/Standards**

The project review consisted of analysis based upon the following documents included in the project record:

#### **Application**

- Exhibit A1, A2 - Audrey Estates Preliminary Plat application and consent to exceed 30 days dated 11/01/2022
- Exhibit A3 - Audrey Estates Project Narrative dated 11/04/2022
- Exhibit A4 - Intent to grant easement dated 10/25/2022
- Exhibit A5 - Audrey Estates SEPA Environmental Checklist completed and received 2/29/2024

#### **Project Drawings**

- Exhibit B1 - Audrey Estates Preliminary Plat Civil Drawings Rev2a dated 2/13/2024 by Core Design
- Exhibit B2 - Audrey Estates Preliminary Plat Landscape Drawings Rev2a dated 2/13/2024 by Core Design
- Exhibit B3 - Audrey Estates Draft Photometric Calculations and Plan dated 9/23/2022 by Transportation Solutions
- Exhibit B4 - Audrey Estates Site Plan Aesthetics dated 9-30-2022 prepared by Core Design

#### **Critical Area Information**

- Exhibit C1 - Storhoff Rd Wetland Delineation, May 17, 2016 by BGE Environmental, LLC
- Exhibit C2 - Audrey Estates Wetland Rating: Third Party Review, dated 12/22/2022 prepared by Grette Associates
- Exhibit C3 - Audrey Estates Wetland Rating Update Rev1 dated 1/20/2023 by BGE Environmental LLC
- Exhibit C4 - Audrey Estates Wetland Rating: Third Party Review, dated 12/22/2022 prepared by Grette Associates
- Exhibit C4 - Audrey Estates Wetland and Stream Buffer Verification Memorandum Rev1 dated 6/14/2023 by GeoEngineers
- Exhibit C5 - Revised Wetland and Stream Buffer Verification Memorandum, dated 6/14/2023 by GeoEngineers
- Exhibit C6 - Audrey Estates Buffer Mitigation Plan: Third Party Review, dated 8/12/2023 prepared by Grette Associates
- Exhibit C7 - Audrey Estates Buffer Mitigation Plan Rev2 dated 11/09/2023 by GeoEngineers
- Exhibit C8 - Audrey Estates Hydrogeologic Report dated 10/20/2022 by GeoResources
- Exhibit C9 - Technical Memorandum - Wetland Protection Analysis, dated 11/07/2023 by Core Design (Appendix D of Preliminary Storm Drainage Report, pdf page 216)
- Exhibit C10 - Audrey Estates MR8 Stormwater Review dated 6/15/2023 by BGE Environmental LLC
- Exhibit C11 - Audrey Estates Wetland 2/A Compensatory Mitigation Plan Summary dated 2/14/2024 by Waterman Mitigation Partners
- Exhibit C12 - Audrey Estates Geotechnical Storm Review dated 2/29/2024 by Georesources
- Exhibit C13 - (pending) MR8 Compensatory Mitigation dated unknown by Grette Associates



**Tree Retention**

- Exhibit D1 - Tree Retention Plan Rev2 dated 11/9/2023 by Peninsula Environmental
- Exhibit D2 - Audrey Estates Tree Retention and Landscape Plan Review, dated 4/11/2024 by Sound Urban Forestry
- Exhibit D3 - Geotechnical Letter - Audrey Estates Preliminary Plat dated 4/18/2024 by GeoResources (reviewing tree retention on created slopes)
- Exhibit D4 - Plan Review Letter - Audrey Estates Preliminary Plat dated 11/13/2023 by GeoResources (reviewing tree retention on created slopes)

**Technical Reports**

- Exhibit E1 - Audrey Estates Preliminary Storm Drainage Report dated 2/13/2024 by Core Design
- Exhibit E2 - Audrey Estates - Stormwater Review for July 12, 2023, Submittal, dated 8/09/2023 by Parametrix
- Exhibit E3 - Audrey Estates Updated Geotechnical Report dated 10/20/2022 updated 11/13/2023 by GeoResources
- Exhibit E4 - Johnson Parkway Stream 1 Box Culvert Scour Potential dated 12/15/2023 by GeoResources
- Exhibit E5 - Audrey Estates Comment Response Letter dated 11/13/2023 by GeoResources
- Exhibit E6 - Geotechnical Peer Review dated 8/11/2023 by Aspect Consulting
- Exhibit E7 - Audrey Estates Traffic Impact Analysis dated 10/20/2022 by Transportation Solutions

**Staff Report Memos**

- Exhibit F1 - Engineering Department Staff Report Memo, dated 5/6/2024 (this memo)
- Exhibit F2 - Engineering Department SEPA Memo, dated 5/06/2024
- Exhibit F3 - Figure TR-3 2036 New Roadway Segments Map (from City Comprehensive Plan and Transportation Plan)

**Public Comment**

- Exhibit G1 - Neighborhood Meeting (summarized by applicant)
- Exhibit G2 - Comment Received at City

**Noticing**

- Exhibit H1 - Neighborhood Meeting Notice (applicant requirement)
- Exhibit H2 - Notice of Application
- Exhibit H3 - Public Meeting Notice

**Poulsbo Codes, Standards and Plans**

- Poulsbo Municipal Code 3.86 Transportation Impact Fees
- Poulsbo Municipal Code 12.02 Construction and Development Standards
- Poulsbo Municipal Code 14.04 Concurrency
- Transportation Impact Fees Technical Document dated March 2019, attached to PMC 3.86
- Poulsbo Municipal Code 16.04 Environmental Policy Guidelines
- Poulsbo Municipal Code 16.20 Critical Areas
- Poulsbo Municipal Code 17.80 Land Division Standards
- Poulsbo Municipal Code 18.180 Tree Retention
- City of Poulsbo Comprehensive Plan and associated functional plans
- City of Poulsbo Construction Standards



**Engineering Staff Report Responsibility:**

The Engineering and Public Works staff are responsible for upholding the requirements of Poulsbo Municipal Code Title 17. Within this title, specific decision criteria are laid out for findings to be made by responsible staff. Below is a discussion of how the applicant has shown adherence to Title 17 and successfully satisfies each criterion listed in accordance with the requirements of 17.60.040 as it relates to Engineering and Public Works items.

Also reference Engineering SEPA Determination memo dated May 6, 2024 for additional project compliance discussion. Engineering Department recommended Conditions of Approval dated May 6, 2024 and Public Works Department recommended Conditions of Approval dated May 6, 2024 are included here by reference and are attached.

***17.60.040(A)(1) - The proposed preliminary subdivision conforms to the requirements of this title:***

The Applicant has provided all required application submittal items as described in PMC 17.60.030 and has adequately demonstrated compliance with the decision criteria for approval as described in PMC 17.60.040.

***17.60.040(A)(2) - the proposed preliminary subdivision conforms to the site requirements for the zoning district in which the property is located and/or other applicable zoning provisions.***

Refer to Planning Department staff report for analysis of zoning district requirements.

***17.60.040(A)(3)(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:***

The Applicant has submitted a plat design consistent with the City's Street Standards as stated in the City's Construction Standards document. The plat will be extending a residential collector street from existing Johnson Parkway NE partially completing required New Roadway Segment 21 (Sunrise Ridge Avenue Extension) and then continuing into the site with residential collector Road A. The plat will also provide a roadway stub (Road D) to the North for future roadway connections. See Sheet C1.10 of Plat Drawings and Exhibit A3 Project narrative page 10, 28 & 29. All internal streets provide sidewalk connectivity on both sides internally and to Johnson Parkway NE.

The applicant has submitted a Traffic Impact Analysis per City requirements. This analysis is discussed within the Engineering SEPA recommendation memo. In summary, the project will not result in any LOS failures and will provide roadway improvements consistent with requirements and standards.

The applicant has provided a Transportation concurrency application as required and has demonstrated compliance with City of Poulsbo Concurrency standards as set forth in PMC 14.04.070. The applicant has demonstrated compliance with PMC 17.80.050 Street Standards and 17.80.060 Street Connectivity. This is further analyzed and discussed in the Engineering SEPA recommendation memo.

The City's Traffic Impact Fee Ordinance (PMC 3.86) requires the project developer to mitigate the project's traffic impacts to the surrounding roadway network through payment of an impact fee. Additional impacts not already covered by impact fee associated capital projects and project conditions of approval may be imposed via SEPA condition(s). For this project no additional traffic related SEPA conditions are recommended.

The current traffic impact fee of \$564/ADT established by PMC 3.86 is currently \$5,318.52 per



lot based on the ITE Manual calculations for single-family residential trip generation of 9.43ADT/unit, with total estimated payment of \$319,111.20 required. As identified in project conditions, the developer is responsible for paying the current rate with building permit issuance.

***17.60.040(A)(3)(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:***

Water service to the plat will be via a newly constructed 8-inch water main connecting to the existing water main in Johnson Parkway NE at the Johnson Parkway compact roundabout, providing a looped connection to the existing 8" water main in Johnson Parkway NE to the NE of the site via offsite access and utility easement. A pressure reducing valve (PRV) will be installed as required at the North end of Tract J. Future connection stubs to the North via Road D and to the West via Sunrise Ridge Avenue NE extension will be provided as required by City standards.

Sewer Service will be provided by connecting to the existing 10" sewer in Johnson Parkway NE, where it is then conveyed via gravity interceptor to Kitsap County's sewer system for conveyance and treatment at the County's Brownsville treatment plant. This existing City system and lift station capacity were analyzed as a part of the most recent update to the City's Comprehensive Sewer System functional plan, and system capacity was determined to be adequate to serve this project.

Sewer and storm installation is constrained by gravity flow requirements. For this project, installation of both sewer and storm mains will unavoidably impact the buffer areas for wetlands B and 2/A. The rationale, justification and code requirements associated with this utility installation are described in Exhibit C7 - Audrey Estates Buffer Mitigation Plan Rev2. This report also details mitigation and site restoration requirements for this impact. The project has been designed to minimize impacts and comply with critical areas code (PMC 16.20) requirements while still meeting City construction standards and maintenance requirements for the utilities. The report describes the efforts to avoid, minimize and mitigate project actions and to buffer average and restore buffers to compensate for unavoidable impacts.

Storm drainage accommodation and mitigation will be provided by a combination of infiltration/dispersion trenches and a Stormwater detention vault/water quality treatment vault system prior to discharging into offsite wetland 2/A. The stormwater facility will be owned by the City of Poulsbo and will be operated and maintained by the City of Poulsbo after 2 years minimum from issuance of final plat or 80% buildout, whichever is longer per the requirements of PMC 13.17. The storm drainage system is designed to meet the requirements of the Washington State Department of Ecology's 2019 Stormwater Management Manual for Western Washington. Downstream capacity for the discharge has been demonstrated in the project's stormwater documentation. The project's Storm Drainage Report (Exhibit E1), Wetland Protection Analysis (Exhibit C9), MR8 Stormwater Review (Exhibit C10), Wetland 2/A Compensatory Mitigation Plan Summary (Exhibit C11) and Geotechnical Storm Review (Exhibit C12) document that the project is unable to achieve full compliance with the discharge rate requirements of the DOE Stormwater Management Manual Minimum Requirement 8 (MR8) for offsite Wetland 2/A, documents efforts to achieve discharge rate compliance and minimize impacts as required by MR8, and proposes compensatory mitigation for the remaining impacts to Wetland 2/A as required by MR8. Staff has consulted with the City's third-party peer reviewer Parametrix and the Department of Ecology and confirmed that per the requirements of the DOE Stormwater Management Manual MR8, the project must first attempt to achieve full discharge rate compliance through a list of strategies. If full discharge rate compliance still cannot be achieved and infeasibility of compliance is demonstrated, then mitigation of the remaining





impacts is required. The project application documents demonstrate to the satisfaction of City staff and the City's peer review team that full compliance with DOE Stormwater Management Manual Minimum Requirement 8 discharge rates is not feasible, and that the additional mitigation proposed to mitigate the remaining impacts to Wetland 2A will be satisfactory to achieve the required compliance with MR8. As such, staff and the City's peer review consultant team concurs that the project has adequately demonstrated compliance with the requirements of the 2019 Department of Ecology Stormwater Management Manual for Western Washington. This is further analyzed and discussed in Engineering SEPA recommendations memo.

***17.60.040(A)(3)(c) - Makes adequate provision for parks, recreation, and playgrounds, as required:***

The Plat will be responsible for paying Park Impact Fees as dictated by PMC 3.84. Recreational amenities are incorporated in the project proposal. Reference Planning Department staff report and SEPA memo for additional information on recreation amenities provided with the project.

***17.60.040(A)(3)(d) - Makes adequate provision for schools and school grounds, as required:***

The Plat will be constructing roadway and sidewalk improvements connecting to Johnson Parkway, which includes a 14-foot-wide shared use path connecting to the North Kitsap School District elementary, middle and high school campuses. School bus accommodation and bus stop locations will be provided within the plat in accordance with North Kitsap School District requirements. School impact fees will be collected to mitigate the project's impact on school services.

***17.60.040(A)(3)(e) - Makes adequate provisions for sidewalks and other planning features that provide safe walking conditions for students who walk to and from school:***

As part of the Plat's roadway improvements, the plat includes an internal sidewalk network on both sides of the streets connecting to the Johnson Parkway shared use path, which connects to the North Kitsap School District elementary, middle, and high school campuses.

***17.60.040(A)(3)(f) - Makes adequate provisions for critical area protection pursuant to Chapter 16.20***

Refer to Planning Department staff report for analysis of the project's critical areas compliance.

***17.60.040(A)(3)(g) - Makes adequate provisions for fire and emergency access and protection:***

The proposed Preliminary Plat will be constructing new interior roads built to City standards for residential access roadways. All streets and street parking areas are designed to provide proper access and turnaround capability for fire and emergency services apparatus. See discussion in Exhibit A3 Project Narrative, pg. 10 and 28 for discussion on emergency access accommodations. Fire hydrants will be installed with spacing consistent with City Construction Standards. Hydrants are located on one side of the street throughout the plat with parking provided opposite. As the infeasibility of providing a secondary emergency access roadway compliant with required standards has been demonstrated, all homes in the subdivision will be required to be sprinkled. This is further discussed and analyzed in the Engineering SEPA recommendations memo.

***17.60.040(A)(3)(h) - Serves the public interest and makes appropriate provisions for the public health, safety, and welfare:***

The proposed plat of Audrey Estates will provide adequate provision for public health, safety, and welfare by demonstrating compliance with the City's Development and Construction





Standards. Water will be looped as required to promote water quality; hydrants will be spaced accordingly to provide adequate connection points for emergency services. Stormwater has been designed to currently adopted 2019 Washington State Department of Ecology Stormwater Management Manual for Wester Washington. The street system has been designed to accommodate multiple roadway users and makes accommodation for pedestrians using multimodal transportation to local schools and future regional amenities.

**Staff Conclusions:**

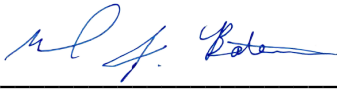
Based on the above technical evaluation, in combination with the Engineering and Public Works recommended conditions of approval the Engineering and Public Works Departments determine that the proposed Plat complies with the Engineering and Public Works decision criteria as stated in PMC 17.60.040 and recommends approval of the plat known as Audrey Estates Preliminary Plat.

**Name:** Michael Bateman, PE

**Position/Title:** Transportation Engineer


**Address:** 200 NE Moe Street  
Poulsbo, WA 98370  
(360) 394 - 9744

**Date:** May 6, 2024

**Signature:** 

**Reviewed and approved:**

**City Engineer**  
Josh Ranes, PE

**Initial**  **Date** 5/7/2024





## ENGINEERING DEPARTMENT

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(360) 394-9744 | fax (360) 697-8269  
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**To:** Edie Berghoff, Senior Planner  
**From:** Michael Bateman, PE | Transportation Engineer  
**Subject:** Audrey Estates Preliminary Plat Recommended Conditions of Approval  
**Date:** May 06, 2024  
**Approved By:** Josh Ranes, PE, City Engineer

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The Engineering Department offers the following recommended conditions of approval for the project known as Audrey Estates Preliminary Plat, file P-11-10-22-01. Please refer to Poulsbo Construction Standards and Specifications when drafting plat and construction drawings.

### 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 geotechnical 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.

### **CLEARING, GRADING, AND EROSION CONTROL**

E11. Clearing and Grading Permits are required prior to any land-disturbing activity on the site (PMC 15.35 & 15.40). The permits 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.

### **STORMWATER**

- 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, 15.40 and 13.17 as well as the requirements of the Department of Ecology's 2019 Stormwater Management Manual for Western Washington and Construction General Stormwater permit.
  - 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 geotechnical report shall include provisions for wet weather construction. The final drainage report and TESC plan shall include provisions for erosion control and discharge turbidity compliance during wet season construction activities.
- E16. A Construction General Stormwater Permit will be required from the Washington State Department of Ecology. The permit shall be approved by the Department of Ecology and

in hand prior to issuance of grading permit and commencement of site grading.

- E17. 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.
- 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 with 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.
- E21. Storm vault tract shall be dedicated to the City on the face of the plat and fenced per Public Works Department requirements. All fencing shall be outside of any wetland buffer consistent with Planning Department requirements. Maintenance responsibilities, agreements and liability protection for vault tracts, tree retention and amenities shall be resolved to the satisfaction of the Public Works Department and City Attorney prior to final plat application. Refer to Public Works Department conditions of approval.
- E22. Storm vault surface shall be free draining material, and a design for vault lid drainage shall be included in final construction drawings.
- E23. A maintenance and monitoring plan/agreement is to be developed to the satisfaction of the City Engineer, for the area of Wetland 2/A that is impacted by stormwater discharge from the vault. Additionally, a cash bond will be required at the time of Final Plat for the remaining monitoring period of Wetland 2/A that is required under City of Poulsbo Permit P-11-09-18-01. The bond amount will be determined by the City Engineer at the time of application. Reference Exhibits C6, C7, C9, C10 and C11.

### **SANITARY SEWER**

- E24. Refer to Public Works Department comments for sewer connection requirements and construction standards.

### **WATER**

- E25. Refer to Public Works Department comments for water construction standards,

connection and looping requirements.

### **ALL UTILITIES**

- E26. 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.
- E27. 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.
- E28. 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. Offsite water utility and access easement to the city on adjacent property shall be provided and recorded separately. 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.
- E29. 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.
- E30. 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**

- E31. Unless otherwise approved by the City Council, street sections shall conform to adopted City standards (refer to Construction Standards – Section 2 – Street Standards).
- E32. The developer's engineer shall certify that there is adequate entering sight distance at the intersection of Road D and Sunrise at construction plan submittal. Sight distance shall

also be evaluated for all internal plat intersections, and sight distance triangles shown on the construction drawings. Proposed landscape features and plantings shall be included in sight distance calculations. If sight distance triangles intrude on individual lots, they shall be shown on final plat drawings and sight distance easements protecting those triangles from intrusion shall be included. Sight distance 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.

- E33. All intersections, crosswalks at intersections, sidewalks and driveway drops shall meet current ADA standards in place at time of construction (including 28 CFR Part 36). Construction drawings shall include sufficient intersection grade and slope details to determine ADA compliance. Individual curb ramp details for each curb ramp sufficient to show compliance and provide sufficient details for construction shall be provided.
- E34. 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 (11<sup>th</sup> edition identifies an ADT of 9.43) and multiplying the most current traffic impact fee established by PMC 3.86.090.
- E35. Streetlights shall be installed per City of Poulsbo and Puget Sound Energy specifications. New streetlights shall be LED light fixtures, burgundy King 601 fixtures on tan concrete poles. 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 prior to grading permit issuance.
- 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 Sunrise Ridge Avenue NE consistent with City construction standards and shall extend a sufficient distance to support the relocation of the driveway intersection of the Johnson Road extension. Existing frontage improvements on Johnson Parkway NE have recently been completed by the City.
- E38. Street end of proposed Road D provides future access to adjacent properties. The street end 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.



- E39. A temporary truck route has been established in accordance with PMC 10.24. The project's construction truck traffic shall use Johnson Parkway NE via Sunrise Ridge Avenue NE to the South. The project's construction truck traffic shall not use Sunrise Ridge Avenue NE to the North. Any proposal to use Johnson Parkway NE to the North will be evaluated at the time and may include specific roadway restrictions and time of day restrictions during school hours.
- E40. All homes shall be constructed with fire sprinklers.

### **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 and the face of the plat 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.



## PUBLIC WORKS

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**To:** Edie Berghoff, Senior Planner  
**From:** Michael Bateman, PE | Transportation Engineer  
**Subject:** Audrey Estates Preliminary Plat Recommended Conditions of Approval  
**Date:** May 06, 2024  
**Approved By:** Mike Lund, Public Works Superintendent

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The Public Works Department, Utilities Division offers the following recommended conditions of approval for the project known as Audrey Estates, file P-11-10-22-01. Please refer to Poulsbo Construction Standards and Specifications when drafting plat and construction drawings.

### WATER

- PW1. All lots shall be connected to city water.
- PW2. 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.
- PW3. Water main looping shall be in compliance with City and Department of Health water design standards. The Audrey Estates Preliminary Plat project will be required to connect to the existing 8" water main in Johnson Parkway NE to the South for the primary connection and to the existing 8" water main in Johnson Parkway NE via offsite easement to the North for the loop connection. A pressure reducing valve (PRV) meeting City standards will be required. Provision shall be made for future water looping connection to the North from Road D and to the West from the extension of Sunrise Ridge Road NE.
- PW4. Locate meters in a single bank when possible.
- PW5. 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.
- PW6. Domestic water service and fire flow may share the same water line. The domestic service must exit the water line before the fire service.
- PW7. Meters for all lots shall be located adjacent to public right-of-way.
- PW8. Individual PRV is required on the property owner side of the meter when pressure exceeds 80 psi.
- PW9. The project's Engineer of record shall track and maintain records of water system pressure and purity testing and shall complete and submit to the Public Works

Department a DOH Water System Construction Completion Form 331-146-F for the project prior to final plat application.

### **IRRIGATION**

- PW10. Irrigation water shall come from a separate connection. Please show irrigation connection(s) on the utility drawing(s).
- PW11. A double check valve assembly shall be installed within 18-inches of the downstream side of the water meter.
- PW12. 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**

- PW13. Development of the plat requires installation of gravity sewer to serve all lots. Connection shall be to the existing 10” sanitary sewer main in Johnson Parkway NE.
- PW14. Sewer stubs for extension of the gravity system shall be provided to adjacent properties where road connections are provided.
- PW15. 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.
- PW16. All side sewers shall enter public right-of-way as gravity flow.
- PW17. Service connection and alterations to the City sewer system shall be the responsibility of the property owner.

### **SOLID WASTE**

- PW18. Solid waste service shall be provided by the City of Poulsbo.
- PW19. 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.
- PW20. 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.

## **STORMWATER**

- PW21. Stormwater vault tract ownership shall be dedicated to the City on the face of the plat. Ownership and maintenance of the amenities proposed on the stormwater vault tract shall be determined prior to final plat to the satisfaction of the Public Works Department. Ownership of the tree retention trees and care and maintenance of the tree retention area currently showing in the stormwater vault tract shall be the responsibility of the homeowner's association. Prior to final plat it shall be determined to the satisfaction of the Public Works Department and City Engineer if tree retention will be required to be in a separate tract dedicated to the HOA, or in an easement to the HOA on the stormwater tract. An agreement satisfactory to the Public Works Department, City Engineer and City Attorney's office memorializing ownership and maintenance responsibilities for the amenities and liability protection for the City shall be referenced on the face of the plat and recorded on the tracts with final plat recording. Appropriate easement(s) and agreements or tract dedication for tree retention shall be determined to the satisfaction of the Public Works Department and City Engineer prior to final plat approval and shall be referenced in CC&R's and on the face of the plat.
- PW22. The developer shall be responsible for providing regular and adequate maintenance and supportive maintenance records for the stormwater conveyance and 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.

## **GENERAL CONDITIONS**

- PW23. 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.
- PW24. Design and Development Standards: Design shall be subject to the following Standards:
- City of Poulsbo Utility Comprehensive Plans
  - 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

- PW25. In the event that there is a conflict between construction standards, the more restrictive standard shall apply as determined by the City Engineer.
- PW26. No walls or structures shall be permitted in utility easements unless approved at time of construction review.
- PW27. Placement of landscape plantings and/or street trees shall not interfere with utilities or sight distance. 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**

- PW28. 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.
- PW29. 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.
- PW30. 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**

- PW31. Utility service for the noted property is subject to application and payment of the applicable fees and assessments.
- PW32. Utility General Facility Charges (connection fees) are required to be 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.

5. Engineering Department SEPA Memo,  
May 6, 2024





# ENGINEERING DEPARTMENT

200 NE Moe Street | Poulsbo, Washington 98370  
(360) 394-9882 | fax (360) 697-8269

# MEMO

**To:** Heather Wright, SEPA Responsible Official  
**From:** Michael Bateman, PE | Transportation Engineer  
**Subject:** SEPA DETERMINATION | Audrey Estates Preliminary Plat | P-11-10-22-01  
**Date:** May 6, 2024

The Engineering and Public Works departments have reviewed the project known as Audrey Estates Preliminary Plat, SEPA checklist and associated project application materials in accordance with codes and regulations under the department's purview. The departments offer the following analysis of the project proposal, staff recommended SEPA determination and associated mitigation for the project.

**Applicant:** JWJ Group c/o Levi Holms

**Location:**

The project parcel is vacant (no address, tax parcel 242601-3-006-005) and is located adjacent to the roundabout intersection of Sunrise Ridge Avenue NE and the newly constructed Johnson Parkway. Johnson Parkway borders the project's southern and eastern boundaries. The site is located in the SW ¼ of Section 24, Township 26N, Range 1E, W.M. in the city limits of Poulsbo, Kitsap County.

**Legal Description:**

THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER, SECTION 24, TOWNSHIP 26 NORTH, RANGE 1 EAST, W.M., KITSAP COUNTY, WASHINGTON; EXCEPT THE NORTH 429 FEET THEREOF.>>>>EXCEPT THAT PORTION CONVEYED TO THE CITY OF POULSBO FOR NOLL ROAD IMPROVEMENTS UNDER AUDITOR'S FILE NO. 201903220177, RECORDS OF KITSAP COUNTY, WASHINGTON.

Project Properties Address   Kitsap County Assessor Parcel Numbers No Address   242601-3-006-2005	Offsite Water Improvements Properties Address   Kitsap County Assessor Parcel Numbers 2382 NE Moon View St   242601-3-032-2003
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**Project Description:**

The proposed Audrey Estates Preliminary Plat is a residential subdivision comprised of sixty (60) single-family lots averaging 7,500 square feet each with open spaces throughout. The project site encompasses 25.18 acres located within the City of Poulsbo (tax parcel 242601-3-006-2005). Approximately ~14 acres of the 25.18-acre site are proposed for development. The project will access from Jonhson Parkway NE via extension of Sunrise Ridge NE. New public rights-of-way

internal to the project include one residential collector road (Road A), two residential access roads (Roads B and C), and one stubbed residential access connection to serve properties to the north (Road D). Five private access tracts are proposed to each serve four or fewer lots. Stormwater management infrastructure, sewer and water utilities, stream and critical area preservation, tree retention, landscaping and recreational opportunities are also proposed onsite as part of the preliminary plat.

### **Environmental Record/Exhibits:**

The environmental review consisted of analysis based upon the following project documents included in the environmental record:

#### **Application**

- Exhibit A1, A2 - Audrey Estates Preliminary Plat application and consent to exceed 30 days dated 11/01/2022
- Exhibit A3 - Audrey Estates Project Narrative dated 11/04/2022
- Exhibit A4 - Intent to grant easement dated 10/25/2022
- Exhibit A5 - Audrey Estates SEPA Environmental Checklist completed and received 2/29/2024

#### **Project Drawings**

- Exhibit B1 - Audrey Estates Preliminary Plat Civil Drawings Rev2a dated 2/13/2024 by Core Design
- Exhibit B2 - Audrey Estates Preliminary Plat Landscape Drawings Rev2a dated 2/13/2024 by Core Design
- Exhibit B3 - Audrey Estates Draft Photometric Calculations and Plan dated 9/23/2022 by Transportation Solutions
- Exhibit B4 - Audrey Estates Site Plan Aesthetics dated 9-30-2022 prepared by Core Design

#### **Critical Area Information**

- Exhibit C1 - Storhoff Rd Wetland Delineation, May 17, 2016 by BGE Environmental, LLC
- Exhibit C2 - Audrey Estates Wetland Rating: Third Party Review, dated 12/22/2022 prepared by Grette Associates
- Exhibit C3 - Audrey Estates Wetland Rating Update Rev1 dated 1/20/2023 by BGE Environmental LLC
- Exhibit C4 - Audrey Estates Wetland Rating: Third Party Review, dated 12/22/2022 prepared by Grette Associates
- Exhibit C4 - Audrey Estates Wetland and Stream Buffer Verification Memorandum Rev1 dated 6/14/2023 by GeoEngineers
- Exhibit C5 - Revised Wetland and Stream Buffer Verification Memorandum, dated 6/14/2023 by GeoEngineers
- Exhibit C6 - Audrey Estates Buffer Mitigation Plan: Third Party Review, dated 8/12/2023 prepared by Grette Associates
- Exhibit C7 - Audrey Estates Buffer Mitigation Plan Rev2 dated 11/09/2023 by GeoEngineers
- Exhibit C8 - Audrey Estates Hydrogeologic Report dated 10/20/2022 by GeoResources
- Exhibit C9 - Technical Memorandum - Wetland Protection Analysis, dated 11/07/2023 by Core Design (Appendix D of Preliminary Storm Drainage Report, pdf page 216)
- Exhibit C10 - Audrey Estates MR8 Stormwater Review dated 6/15/2023 by BGE Environmental LLC
- Exhibit C11 - Audrey Estates Wetland 2/A Compensatory Mitigation Plan Summary dated 2/14/2024 by Waterman Mitigation Partners



- Exhibit C12 - Audrey Estates Geotechnical Storm Review dated 2/29/2024 by Georesources
- Exhibit C13 - (pending) MR8 Compensatory Mitigation dated unknown by Grette Associates

#### **Tree Retention**

- Exhibit D1 - Tree Retention Plan Rev2 dated 11/9/2023 by Peninsula Environmental
- Exhibit D2 - Audrey Estates Tree Retention and Landscape Plan Review, dated 4/11/2024 by Sound Urban Forestry
- Exhibit D3 - Geotechnical Letter - Audrey Estates Preliminary Plat dated 4/18/2024 by GeoResources (reviewing tree retention on created slopes)
- Exhibit D4 - Plan Review Letter - Audrey Estates Preliminary Plat dated 11/13/2023 by GeoResources (reviewing tree retention on created slopes)

#### **Technical Reports**

- Exhibit E1 - Audrey Estates Preliminary Storm Drainage Report dated 2/13/2024 by Core Design
- Exhibit E2 - Audrey Estates - Stormwater Review for July 12 2023 Submittal, dated 8/09/2023 by Parametrix
- Exhibit E3 - Audrey Estates Updated Geotechnical Report dated 10/20/2022 updated 11/13/2023 by GeoResources
- Exhibit E4 - Johnson Parkway Stream 1 Box Culvert Scour Potential dated 12/15/2023 by GeoResources
- Exhibit E5 - Audrey Estates Comment Response Letter dated 11/13/2023 by GeoResources
- Exhibit E6 - Geotechnical Peer Review dated 8/11/2023 by Aspect Consulting
- Exhibit E7 - Audrey Estates Traffic Impact Analysis dated 10/20/2022 by Transportation Solutions

#### **Staff Report Memos**

- Exhibit F1 - Engineering Department Staff Report Memo, dated 5/06/2024
- Exhibit F2 - Engineering Department SEPA Memo, dated 5/06/2024 (this memo)
- Exhibit F3 - Figure TR-3 2036 New Roadway Segments Map (excerpt from City Comprehensive Plan and Transportation Plan)

#### **Public Comment**

- Exhibit G1 - Neighborhood Meeting (summarized by applicant)
- Exhibit G2 - Comment Received at City

#### **Noticing**

- Exhibit H1 - Neighborhood Meeting Notice (applicant requirement)
- Exhibit H2 - Notice of Application
- Exhibit H3 - Public Meeting Notice

#### **Poulsbo Codes, Standards and Plans**

- Poulsbo Municipal Code 3.86 Transportation Impact Fees
- Poulsbo Municipal Code 12.02 Construction and Development Standards
- Poulsbo Municipal Code 14.04 Concurrency
- Transportation Impact Fees Technical Document dated March 2019, attached to PMC 3.86
- Poulsbo Municipal Code 16.04 Environmental Policy Guidelines
- Poulsbo Municipal Code 16.20 Critical Areas
- Poulsbo Municipal Code 17.80 Land Division Standards
- Poulsbo Municipal Code 18.180 Tree Retention
- City of Poulsbo Comprehensive Plan and associated functional plans



- City of Poulsbo Construction Standards

### Staff Amendments to the Environmental Checklist:

The following sections correspond with related categories of the environmental checklist submitted for the proposal, and clarify, amend, or add to that document.

#### Environmental Checklist Elements:

##### 1. Earth

#### Geotechnical Engineering Report prepared by GeoResources (Exhibit E3)

Georesources explored subsurface site conditions June 23 and 24 2021 excavating 15 test pits throughout the site at strategic locations, followed by 6 borings on May 23, 24 and June 2 2022. Based on these explorations and the subsequent analysis, GeoResources has the following Conclusions and Recommendations:

*Based on the results of our data review, site reconnaissance, subsurface explorations, and our experience in the area, it is our opinion that the site is suitable for the proposed "Audrey Estates" residential plat provided our geotechnical design recommendations are included as part of the final design. The soils encountered in our subsurface explorations generally consisted of advance outwash and pre-Vashon glaciomarine deposits with sporadic glacial till deposits. Based on the depth to seasonal high groundwater, the fines content of the pre-Vashon glaciomarine soils, and the density of the glacial till soils, it is our opinion that the infiltration of stormwater is not feasible at the site. Our slope stability analyses indicate that the site is stable. These models were created based on the shallow subsurface information obtained from our test pit explorations. Pertinent conclusions and geotechnical recommendations regarding the design and construction of the proposed development are presented below.*

Geologically hazardous areas are discussed and analyzed, with the conclusion that the project is feasible as designed with the associated setbacks and buffers. No additional setbacks or buffers are recommended.

Recommendations for seismic design, slope stability, steep slope setback, foundation support and design, retaining wall design, temporary excavations, site drainage, stormwater management, site preparation and earthwork, structural fill, use of on-site soils and imported soils in both dry and wet conditions, temporary slopes, permanent cut and fill slopes, reinforced soil slopes, sediment and erosion control, biotechnical stabilization & vegetation management, utility trench construction, and wet weather and wet conditions considerations are discussed thoroughly in the report with recommendations stated for each section.

#### Johnson Parkway Stream 1 Box Culvert Scour Potential prepared by GeoResources (Exhibit E4)

This memo addresses the potential for scour impacts to recently constructed box culverts under Johnson Parkway. Based on exploration and analysis, GeoResources offers the following conclusions and recommendations:

*In our opinion, we anticipate that there will be little to no impact on the Stream 1 box culverts and potential scour from the proposed vault discharge since the discharge rate will be equal to or lower than the preexisting condition. The remaining years left on the City's 10-year inspection window for the performance of the Stream 1 box culvert is, in our opinion, sufficient to identify if the initial scour that occurred in the Stream 1 box culvert has been*



*properly mitigated and to verify that once the Audry Estate stormwater system comes online that there is no new or additional scour.*

Comment Response Letter dated 11/13/2023 prepared by GeoResources (Exhibit D4)  
This letter responds to 6 specific comments in the Geotechnical Peer Review memo dated 8/11/2023 by Aspect Consulting regarding reinforced soil slopes, landscaping on reinforced soil slopes, MSE walls and stormwater vault buoyancy. This memo also addresses Engineering Department concerns regarding the type and size of trees and other vegetation planned to be planted in the engineered geogrid reinforced soil slopes.

Audrey Estates Tree Retention Plan Rev2 dated 11/09/2023 by Peninsula Environmental (Exhibit D1)

This report details tree retention requirements, proposals and mitigation plantings proposed by the project. It includes the recommendation for tree retention and tree replanting to meet requirements. Some of the replanting recommended is in engineered reinforced soil slopes – which is further analyzed in other referenced documents (in particular Exhibits D3 and D4). These reports also addresses Engineering concerns regarding feasibility of tree planting in engineered reinforced soil slopes.

Audrey Estates – Geotechnical letter dated 4/18/2024 by GeoResources (Exhibit D3)

This letter further addresses City concerns regarding large tree plantings in engineered geogrid reinforced soil slopes and the effect of those trees on the slope reinforcing. It also provides detailed recommendations for tree planting and the amount of geogrid allowable to be cut to support those plantings.

Geotechnical Peer Review Audrey Estates Residential Plat Development dated 8/11/2023 by Aspect Consulting

This third party peer reviewer report reviews the geotechnical engineering report, project plans and memo regarding on-site soils as structural fill and provides comments and revision requests for the project materials.

Staff have reviewed the geotechnical report, peer reviews associated documents and letters. Staff concurs that peer review comments have been adequately addressed in the project submittals, concurs with the conclusions and recommendations of those submittals and concurs that the project appears feasible as designed and complies with applicable City standards and requirements.

2. Air
3. Water
  - a. Surface
  - b. Ground
  - c. Water Runoff

Preliminary Stormwater Drainage Report for Audrey Estates dated 2/13/2024 prepared by Core Design (Exhibit E1)

A preliminary stormwater drainage report was prepared by Core Design to address required mitigation of site development per the requirements of the Washington State Department of Ecology 2019 Stormwater Management Manual for Western Washington



(SWMMWW). A project overview is in Section 1 and stormwater manual minimum requirements are discussed in stormwater report Section 2. The report includes revisions to address City and third-party (Parametrix) peer review comments.

The project area includes approximately 25.18 acres of site area, of which approximately 14.15 acres will be developed and approximately 11.03 acres will remain undeveloped in tracts, wetlands, buffers, etc. The site includes five wetlands (2/A, B, C, E and F), and two unnamed streams that are tributary to adjacent Bjorgen Creek. Streams 1 and 2 have newly constructed culverts under Johnson Parkway and wetland 2/A has recently been enhanced as mitigation by the city's Johnson Parkway project and is subject to a 10 year monitoring plan. This is discussed further in project application materials.

The project stormwater discharges to wetlands, and as such Minimum Requirement 8 (MR8) applies to the project. Under that requirement, wetlands B and C are subject to general protection and protection from pollutants, and wetlands 2/A, E & F are subject to general protection, protection from pollutants and wetland hydroperiod protection.

Feasibility (infeasibility) of infiltration as mitigation is described in Section 3, and further discussed in Exhibit E3 Audrey Estates Geotechnical Engineering Report Rev2 and Exhibit C8 Audrey Estates Hydrological Report.

Section 4 includes the project's off-site analysis, including both the upstream and downstream analysis. The analysis concludes that due to site topography there is no off-site contribution of stormwater to the site, and therefore concentrates on the downstream description and analysis of flow contributions to wetlands and streams.

The site's pre and post development flows, flow modeling, wetland hydroperiod modeling, flow control mitigation strategies, water quality mitigation strategies and wetland hydroperiod protection strategies are described in Section 5. The project's flow control mitigation strategies include a mix of strategically distributed downspout dispersion trenches routing clean roof water to selected areas for wetland protection and a large detention tank system/treatment vault system. All pollution generating impervious surfaces are directed to the detention/treatment vault system, and will achieve enhanced treatment prior to discharge to wetland 2/A. This section also includes a discussion on MR8 mitigation required for the discharge to wetland 2/A. This is further discussed in Exhibit C10 MR8 Stormwater Review and Exhibit C11 Audrey Estates Wetland 2/A Compensatory Mitigation Plan Summary.

Section 6 includes an analysis of the conveyance system design to ensure adequate capacity is achieved in the design to convey the storm flows.

The stormwater drainage report has been peer reviewed by the City's third party consultant Parametrix. The review is included as Exhibit E2. Staff have consulted with the City's peer reviewer and determined that the applicant has adequately addressed all peer review comments and the project drainage report submitted complies with the requirements of the Department of Ecology's 2019 Stormwater Management Manual for Western Washington.

[Audrey Estates Hydrological Report dated 10/20/2022 by GeoResources \(Exhibit C8\)](#)

This report summarizes site observations and subsurface explorations and provides a geologic engineering assessment of critical aquifer recharge impacts from the proposed





construction of Audrey Estates. During the development of the report, test pit explorations were completed on June 23 & 24 of 2021, and hollow stem auger borings were completed on May 23, 24 and June 2 of 2022. The report analyzes project design and field conditions in relation to Poulsbo Municipal Code and Poulsbo and Kitsap County aquifer recharge areas and areas of concern.

The report concludes that the project will not adversely impact local hydrology and aquifer recharge and provides recommendations for project design and construction best management practices. The report includes the following Recommendations and Conclusions:

*The City of Poulsbo maps the southern and eastern low elevation areas of the site as an aquifer recharge area of concern (indicating soils with high infiltration potential). Kitsap County's current geologically hazardous map for critical aquifer recharge areas designates the project site and surrounding area as a Category II Critical Aquifer Recharge Area. Based on the interpretation of the hydrogeologic conditions at and within 1,000 feet of the project site, it is our opinion that the proposed "Audrey Estates" residential plat will not adversely impact the hydrology and hydrogeology of the site if appropriately designed. The soils encountered in our subsurface explorations generally consisted of advance outwash and pre-Vashon glaciomarine deposits with sporadic glacial till deposits. The water well logs near or within 1,000 feet of the project site suggests groundwater is pumped from a confined aquifer approximately located 120 feet to 330 feet below the existing ground surface in the site vicinity. The depth to the confined aquifer decreases towards the northern shoreline of Liberty Bay. The aquitard, based on the available water well logs, appears to primarily consist of silt and clay. These same fine-grained deposits appear to correlate with surficial soils at the subject site. An unconfined aquifer is present at the site, but if the proposed stormwater detention system is appropriately designed in accordance with the 2019 Stormwater Management Manual for Western Washington, it is our opinion the hydrology of the site should remain effectively unchanged.*

Audrey Estates Preliminary Plat Wetland Rating Update (revised) dated 1/20/2023 by BGE Environmental, LLC (Exhibit C3)

This report analyzes and details the wetland ratings for the wetlands associated with this project approval.

Audrey Estates MR8 Stormwater Review dated June 15, 2023 by BGE Environmental, LLC (Exhibit C10)

This report reviews the wetlands impacted by this project in relation to the stormwater manual's Minimum Requirement 8 - wetlands protection, how the wetlands rate, the protection level required and how the project is complying with these requirements. It also provides recommendations for project design elements and mitigation.

Audrey Estates Wetland and Stream Buffer Verification Memo, Rev1 dated 6/14/2023 by GeoEngineers (Exhibit C5)

This report reviews and verifies the wetland boundary and buffers determined by the wetland delineation completed in 2016 by BGE Environmental, LLC

Revised Audrey Estates Buffer Mitigation Plan Rev1 dated 11/09/2023 by GeoEngineers (Exhibit C7)

This report details the proposed wetland buffer mitigation, restoration, monitoring and maintenance and sets performance standards, monitoring and reporting requirements





for the project. The report also includes a contingency plan for steps to be implemented if the mitigation results fail to meet the performance standards set. Also reference Exhibit C6

Audrey Estates Buffer Mitigation Plan Third Party Review dated 8/12/2023 by Grette Associates.

Audrey Estates Geotechnical Letter dated 2/29/2024 by GeoResources (Exhibit C12)

This letter reviews stormwater system design changes made during the evolution of project design, and confirms that the proposed design and mitigation measures are consistent with previous recommendations.

Audrey Estates Wetland 2/A Compensatory Mitigation Plan Summary dated 2/14/2024 by Waterman Mitigation Partners (Exhibit C11)

This plan summary details the compensatory mitigation plan proposed to comply with the compensatory mitigation required under Minimum Requirement 8 for remaining impacts to Wetland 2/A, while also addressing City concerns regarding potential impacts to City wetland mitigation required as a part of the City's Noll Road Corridor project (Johnson Parkway) and the associated 10 year monitoring of the wetland mitigation.

The stormwater drainage report, hydrological report, geotech report and associated stormwater system design presented in the report, MR8 wetland protection documentation and proposed MR8 mitigation, the project preliminary plat drawings and the supporting reports and documentation referenced have been reviewed by staff and the City's stormwater peer reviewers Parametrix and Aspect Consulting. Staff and the City's peer reviewers concur that the project has addressed project review comments and concerns and has adequately demonstrated project feasibility and compliance with City codes, construction standards and the requirements of the 2019 DOE Stormwater Management Manual for Western Washington including Minimum Requirement 8 and associated required mitigation.

4. Plants
5. Animals
6. Energy and Natural Resources
7. Environmental Health
8. Land and Shoreline Use

The project includes no work or impacts within the shoreline buffer or 100 year regulatory flood plain.

9. Housing
10. Aesthetics
11. Light and Glare
12. Recreation
13. Historic and Cultural Preservation

No known potential cultural resource impacts have been identified for this project. During project construction the project's contractor will be required to have an Inadvertent Discovery Plan on-site documenting procedures to be followed in the case of an inadvertent cultural resource discovery.



#### 14. Transportation

The proposed plat will connect to existing City right-of-way via an extension of Sunrise Ridge NE from a compact roundabout recently constructed as a part of the City's Johnson Parkway project. Johnson Parkway connects to SR305 to the South, and to Noll Road NE to the North.

The project's internal roadway network has been designed to meet City standards and consists of a neighborhood collector standard street that connects to neighborhood access streets. The project provides a stub (Road D) to adjacent parcels to the North. Exhibit A3 Project Narrative includes discussion on transportation improvements.

Poulsbo Municipal Code 17.80.050 Street Standards and 17.80.060 Street Connectivity  
PMC 17.80.050(C) requires that preliminary plats shall provide for at least two different standard routes for ingress and egress, noting that the future street connection requirements contained in PMC 17.80.060 shall contribute to meeting this requirement. PMC 17.80.050(C)(2) further indicates that a secondary emergency access road of a minimum of twenty feet unobstructed width may serve to meet these requirements and provides criteria where this alternative may be acceptable. A secondary emergency access roadway may also serve as an access and utility easement for any required utility connections. PMC 17.80.050(C)(2)(b) provides further guidance on additional measures required if it is demonstrated that a secondary emergency access roadway is infeasible.

The City's Comprehensive Transportation Plan Update section 6.1.1 and City Comprehensive Plan Chapter 4 New Roadway Segments Map Figure TR-3 (Exhibit F3) show required collector/sub collector level roadway connections. Development projects are required to meet the intent of these new roadway connection requirements within the project and provide and/or provide accommodation for these future roadway connections.

PMC 17.80.060(B) Street Connectivity referenced above also requires the provision for future roadway connections to adjacent properties.

This project's primary roadway network within the site as proposed complies with City standards for roadway classification, grade and alignment. Reference Exhibit A3 Project narrative pg. 10, 28 & 29 for further discussion. New Roadway Segment 21 is identified on Poulsbo Comprehensive Plan map TR-3 (Exhibit F3) as a required future roadway segment. This project will complete a portion of new roadway 21 (Sunrise Ridge NE) within the property boundary connecting to existing City roadway Johnson Parkway NE and provide for the future extension of new roadway 21 through currently undeveloped adjacent parcels 242601-3-005-2006 and 242601-3-018-2001 for future connection to the existing Sunrise Ridge Road NE in the plat of Crystal View. The future roadway stub (Road D) to parcel 242601-3-033-2002 to the North and Sunrise Ridge Road NE extension to the West meets the requirement of PMC 17.80.060(B) for future roadway connections to adjacent properties. Future roadway stub (Road D) to the North provides for a future second standard point of access/egress per the requirements of PMC 17.80.060(B).

Poulsbo Municipal Code 17.80.050(C)(2) Emergency Access

For this proposed project water looping between the primary service connection to the existing water main in Johnson Parkway NE through the project to the existing water main



is required. Construction of this required water main looping connection per City standards also requires construction of an all-weather access road to City requirements along the entire length of the water main. This required water looping connection and all-weather access road is being provided via easement on adjacent parcel 242601-3-032-2003 (ref exhibit A – intent to grant easement). This type of utility access easement and associated roadway are generally also able to meet requirements for secondary emergency access roadways. However, the project applicant has demonstrated to the satisfaction of the City Engineer that due to existing topography it is not feasible for this all-weather utility access road to meet requirements (grade in particular) for use as a secondary emergency access roadway per PMC 17.80.050(C)(2)(b)(i). As such, per that code section additional fire protection and emergency vehicle access measures are required. For this project the roadway network and street parking locations have been designed to satisfy Poulsbo Fire District requirements for access and turnaround needs, and all homes will be required to be sprinklered. See Exhibit A3 Project Narrative, pg 10 and 28 for further discussion on emergency access accommodations. The City Engineer along with the city fire official have reviewed project materials provided and determined that with the additional fire protection (sprinklers) and emergency vehicle access measures provided, per PMC 17.80.050(C)(2)(c) the secondary emergency access will not be required, and the plat complies with the requirements of PMC 17.080.050.

Staff have analyzed the requirements of PMC 17,80.050, 17.80.060, City Construction Standards, City Transportation Plan, City Comprehensive Plan, International Fire Code and City Water Comprehensive Plan requirements and determined that as-proposed in the project documentation the proposed roadway network connections and future roadway network stubs provided will adequately satisfy these requirements.

#### Poulsbo Municipal Code 14.04 Transportation Concurrency

Poulsbo Municipal Code 14.04 requires that adequate transportation facilities or strategies needed to maintain the City's adopted level of service standards on any roadway or at any intersection are available when the impacts of development occur, or that a financial commitment is in place to complete the facilities or strategies within six years. This code section includes requirements for determining and demonstrating concurrency.

Staff have reviewed the project application materials including the Project Narrative, Civil Drawings and the Traffic Impact Analysis referenced below and determined that as proposed and conditioned the project has satisfactorily demonstrated compliance with the requirements of this code section.

#### Traffic Impact Analysis dated October, 2022 prepared by Transportation Solutions (Exhibit E7)

A TIA was prepared by Transportation Solutions to assess the proposed project, associated motorized and nonmotorized transportation impacts, compliance with City codes and standards, and determine appropriate mitigation. The TIA was prepared to meet the City's Transportation Impact Analysis minimum requirements, address the project's transportation impacts and mitigation requirements and address the requirements of PMC Chapter 14.04 Transportation Concurrency as noted above. The City requires a minimum of 5 years after build-out/occupancy for the future condition horizon year. Therefore, the year 2033 has been used as the horizon year for this analysis.



The plat of Audrey Estates proposes the construction of 60 single family units in the City of Poulsbo. The site includes approximately 25 acres West and North of Johnson Parkway NE. The project includes one primary access point to Johnson Parkway NE via a new roadway connecting to a compact roundabout on Johnson Parkway NE recently completed by the City. network connection. The proposed project connection point is shown on Figure 2 on page 2 of the TIA.

The existing roadway, nonmotorized and transit network in the vicinity of the project is described and analyzed in the 2022 Conditions Section of the TIA. Existing peak hour volume counts were taken in May and October of 2022. The intersections chosen for counts and analysis methods are consistent with City TIA requirements. As shown, all intersections currently exceed the City's adopted level of service standard of LOS E.

The TIA also includes a safety analysis, on-site circulation discussion and multimodal access and circulation discussion to further inform potential mitigation requirements.

The Project Trip Generation section of the TIA analyzes the proposed project's forecast traffic demand. Per City requirements, the Institute of Transportation Engineers (ITE) Trip Generation Manual 11<sup>th</sup> Edition was used to forecast project trip generation, using Land Use Code (LUC) 210, Single-Family Detached Housing for project trip generation. The proposed development's 60 single family units will generate 566 average weekday trips (AWDT) per that land use code trip generation data. The trip generation and forecast distribution are described and summarized starting on page 7 of the TIA.

The 2033 With-Project Conditions section of the TIA starts on page 10 and analyzes future traffic volumes for a 5-year horizon from estimated project approval in both the without-project and with-project condition, estimating trip growth per City TIA growth rate standards and approved but not yet constructed pipeline projects. Forecast future (2033) traffic volumes with the project are discussed in this section. In the future with project condition all intersections meet or exceed City Level of Service standards.

The project is subject to Traffic Impact Fees (TIF) per PMC Section 3.86. At the time of this memo, TIF is assessed in the amount of \$564 per average weekday daily trip (AWDT). The project will generate 566 new AWDT. At the time of this memo, total traffic impact fees to be collected for this project are estimated to be  $60 * 9.43 * \$564 = \$319,111.20$ . Traffic Impact Fees are collected at the time of building permit application for each home and will be assessed at the current rate in place at the time of building permit application.

Findings are presented on Page 11 of the TIA:

### ***FINDINGS***

*The findings of this traffic impact analysis are summarized below:*

- *The Project will generate 566 weekday daily trips, 42 AM peak hour trips, and 56 PM peak hour trips.*
- *Project-generated trips will not impact any LOS-deficient street segments or intersections.*
- *The proposed site access satisfies minimum intersection spacing requirement and will not be impacted by peak hour queuing at the Johnson Pkwy & Sunrise Ridge Ave roundabout to the southeast.*
- *The proposed sidewalk along Sunrise Ridge Ave will provide a safe and accessible nonmotorized connection to the Johnson Pkwy/Noll Rd corridor.*



- *The Project proposes one site access at construction and one future connection to the parcel abutting the site to the north. Due to the infeasibility of constructing a secondary emergency access concurrent with the development, a single access and future connection are proposed.*
- *No additional mitigation is recommended.*

Staff have reviewed the project materials, project civil drawings, proposed roadway network and the Traffic Impact Analysis (TIA) and the associated recommendations and conclusions. Staff have determined that the TIA prepared by Transportation Solutions adequately analyzes the project's transportation impacts and demands per City codes, standards and requirements, and with the mitigation proposed and conditioned including payment of Traffic Impact Fees per PMC Section 3.86, the project's transportation impacts are adequately mitigated and satisfy the City's Traffic Impact Analysis minimum requirements and PMC 14.04 Transportation Concurrency requirements.

#### 15. Public Services

The proposed project will increase the city population by approximately 151 residents (60 new homes x 2.51 residents/SF home), resulting in an increased need for public services, including Public Schools, Police services, Fire and emergency response services, City administration/general services, Transportation and City Utilities.

School impact fees are required and anticipated to mitigate the impacts to the public school system.

Section 14 above addresses impacts to the city transportation system and associated mitigation.

Impacts to City administration/general services, Police and Fire/Emergency Response services are anticipated to be mitigated by increased tax revenue.

Section 16 below addresses impacts to City utilities.

Staff have reviewed the project's impacts to public utilities and associated mitigation and has concluded that the project is adequately mitigation the project's impacts to public utilities.

#### 16. Utilities

Water service to the plat will be via a newly constructed 8-inch water main connecting to the existing 8" water main in Johnson Parkway NE to the Southeast of the project site and providing a looped connection to the existing 8" water main in Johnson Parkway NE via the proposed offsite easement and access road. This loop connection is a requirement of the City's construction standards and comprehensive water system plan, as well as providing redundancy and flow capacity to meet fire protection requirements. As this loop connection will be connecting the City's water system East High zone with the middle zone a pressure reducing valve (PRV) will be required – it is shown on the utility drawings as being installed at the North end of Tract J. The project is also providing stubs for future connection to the North and to the West, providing future service connections to adjacent properties and additional future looping connections. Water capacity analysis for this service area is analyzed as a part of the City's Comprehensive Water System functional plan, and system capacity has been determined to be adequate



to serve this project.

Sewer service to the plat will be provided by connecting to the existing 10" sanitary sewer system in Johnson Parkway NE. This existing sewer system flows to the City's Johnson Road gravity sewer system, and then to Kitsap County conveyance to the County's Brownsville Treatment Plant. This existing system and lift station capacity were analyzed as a part of the most recent update to the City's Comprehensive Sewer System functional plan, and system capacity was determined to be adequate to serve this project.

Storm drainage accommodation and mitigation will be provided by a combination of roof infiltration/dispersion trenches and a detention vault/treatment vault system. The project's storm drainage system has been designed and analyzed by Core Design as noted in the Water section above and has been determined to satisfy City and Department of Ecology requirements. The project's vault system will discharge to level spreader system adjacent to Wetland 2/A. Downstream capacity for the discharge has been demonstrated in the Stormwater drainage report Section 5 and Appendix D, and required MR8 mitigation for remaining impacts to wetlands is discussed in Exhibit C11 – Audrey Estates Wetland 2/A Compensatory Mitigation Plan Summary. These items are further analyzed in Section 3 above.

Sewer and storm installation are constrained by gravity flow requirements. For this project, installation of both sewer and storm mains will unavoidably impact the buffer areas for wetlands B and 2/A. The rationale, justification and code requirements associated with this utility installation are described in Exhibit C7 - Audrey Estates Buffer Mitigation Plan Rev2. This report also details mitigation and site restoration requirements for this impact. The project has been designed to minimize impacts while still meeting City construction standards and maintenance requirements for the utilities. The report describes the efforts to avoid, minimize and mitigate project actions and to buffer average and restore buffers to compensate for unavoidable impacts.

Solid Waste collection will be provided by the City of Poulsbo via individual can service collected curbside.

Impacts to City Utilities are mitigated by the payment of a combination of one time General Facility Charges and payment of ongoing utility rates per PMC Title 13.

Staff have reviewed the project's proposed utility designs and determined them to meet City codes and standards and provide adequate capacity to serve the proposed project. Impacts to City Utilities will be adequately mitigated through payment of general facility charges and ongoing utility rates.

#### **Public Comments Received to Date and Related to Environmental Elements:**

See Planning Department Memo

#### **Conclusions and Recommendations:**

The Engineering and Public Works departments environmental review indicates that there are no significant adverse environmental impacts from the project proposal associated with codes and regulations under the department's purview that cannot be mitigated through existing adopted




Poulsbo land use regulations, or through the authority of SEPA. Therefore, a determination of non-significance is appropriate.

**Recommended SEPA Mitigations, if appropriate:**

None.


**Name:** Michael Bateman, PE  
**Position/Title:** Transportation Engineer  
**Address:** 200 NE Moe Street  
Poulsbo, WA 98370  
(360) 394 - 9744

**Date:** May 6, 2024

**Signature:** 

**Reviewed and approved:**

**City Engineer**  
Josh Ranes, PE

**Initial**  **Date** 5/7/2024








6. Figure TR-3 2036 New Roadway Segments Map,  
Land Use Comprehensive Plan Transportation Element

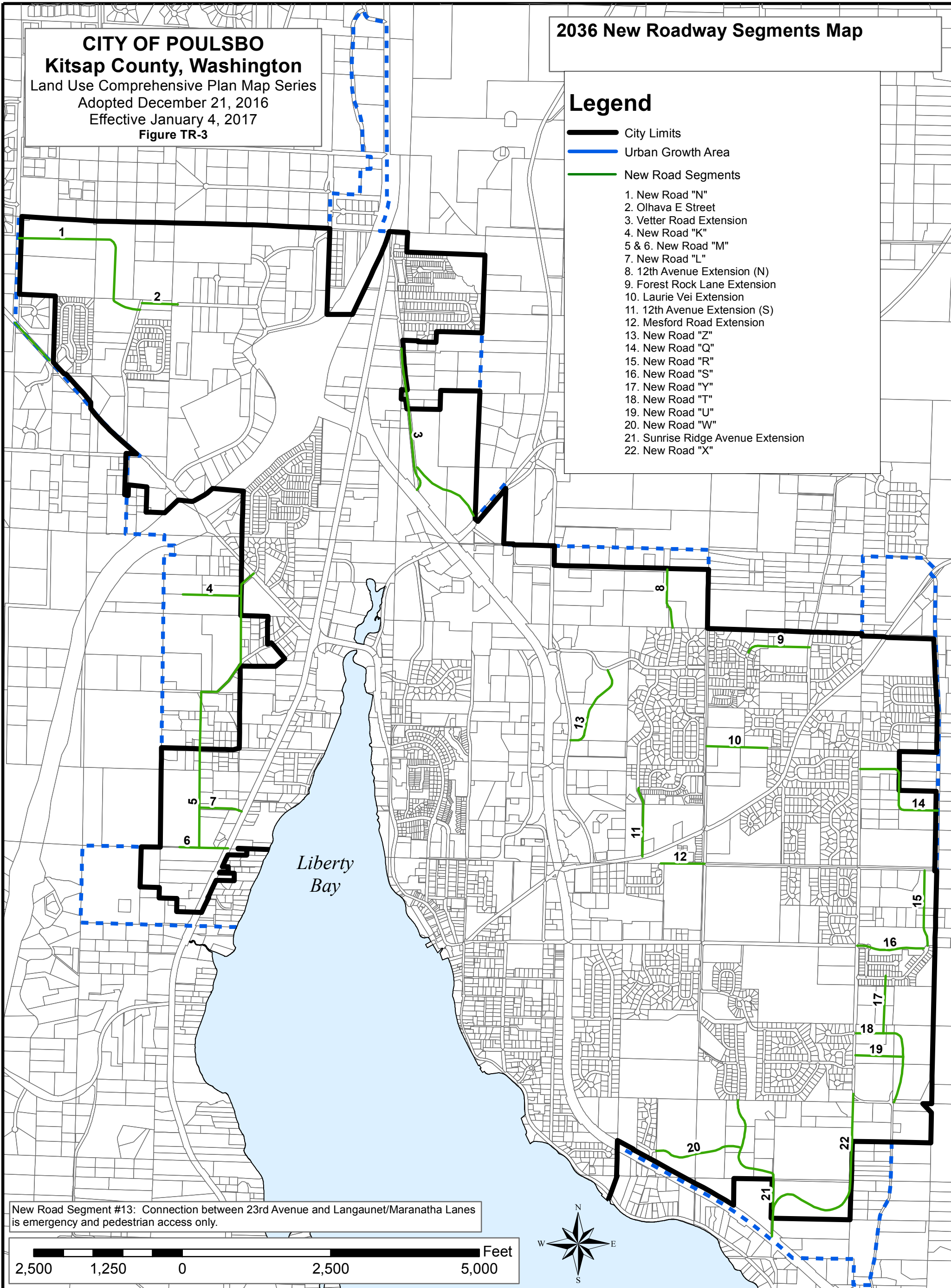


**CITY OF POULSBO**  
**Kitsap County, Washington**  
 Land Use Comprehensive Plan Map Series  
 Adopted December 21, 2016  
 Effective January 4, 2017  
 Figure TR-3

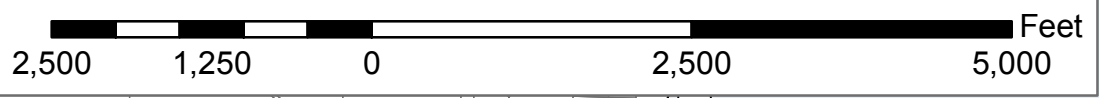
**2036 New Roadway Segments Map**

**Legend**

-  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"
  8. 12th Avenue Extension (N)
  9. Forest Rock Lane Extension
  10. Laurie Vei Extension
  11. 12th Avenue Extension (S)
  12. Mesford Road Extension
  13. New Road "Z"
  14. New Road "Q"
  15. New Road "R"
  16. New Road "S"
  17. New Road "Y"
  18. New Road "T"
  19. New Road "U"
  20. New Road "W"
  21. Sunrise Ridge Avenue Extension
  22. New Road "X"



New Road Segment #13: Connection between 23rd Avenue and Langaunet/Maranatha Lanes is emergency and pedestrian access only.



Infrastructure Map Series Primary Map Sources and Original Scales:  
 Kitsap County Assessor's Tax Maps 1:12,000 (Kitsap County IT, GIS Division)  
 \* Note: Detailed transportation system mapping is in functional plans included as Appendix B.  
 2036 New Roadway Segments are identified in the Comprehensive Plan Section 2 Table CFP-6.

This infrastructure map series is intended for general infrastructure planning. These maps are schematic representations of physical features, infrastructure and land ownership boundaries. The map information was derived from available public records and existing sources, not from surveys. Studies may be necessary with project review to verify information.