SANDSTONE RIDGE
PLANNED RESIDENTIAL DEVELOPMENT AND PRELIMINARY PLAT

To: Planning Commission
From: Edie Berghoff, Senior Planner
Date: May 20, 2025
Subject: Sandstone Ridge PRD and Preliminary Plat, Type III Permit

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Planning and Economic Development (PED) staff respectfully recommends approval of the Sandstone Ridge Planned Residential Development and Preliminary Plat, Planning File P-10-01-24-01.

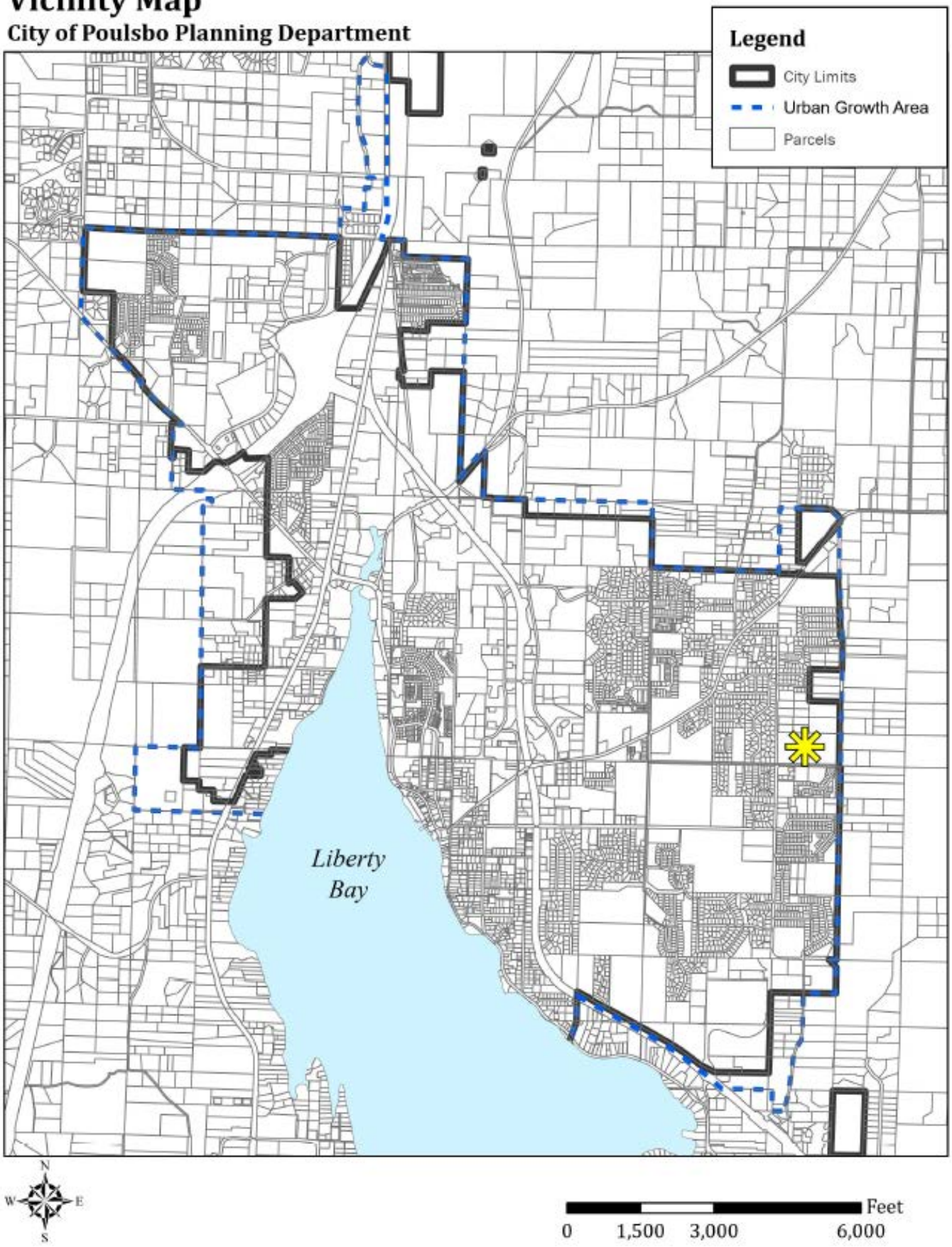
ACTION:

The Planning Commission shall hereby recommend (approval) (approval with modifications) (denial) to the Hearing Examiner of the Sandstone Ridge Planned Residential Development and Preliminary Plat, Planning File P-10-01-024-01, and authorize the Chairperson to sign the Planning Commission Findings of Fact, Conclusion and Recommendation.

CONTENTS:

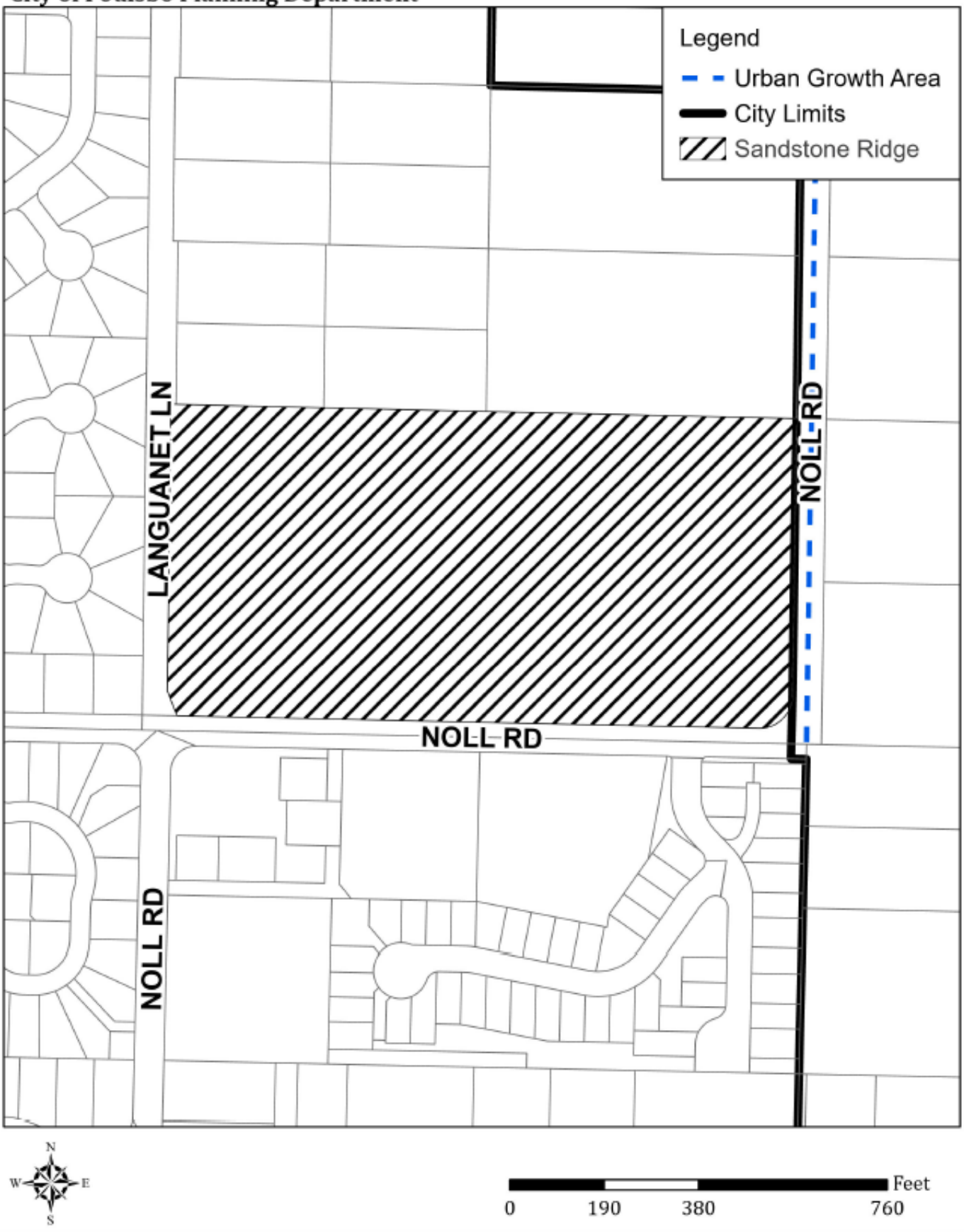
Vicinity Map

City of Poulsbo Planning Department



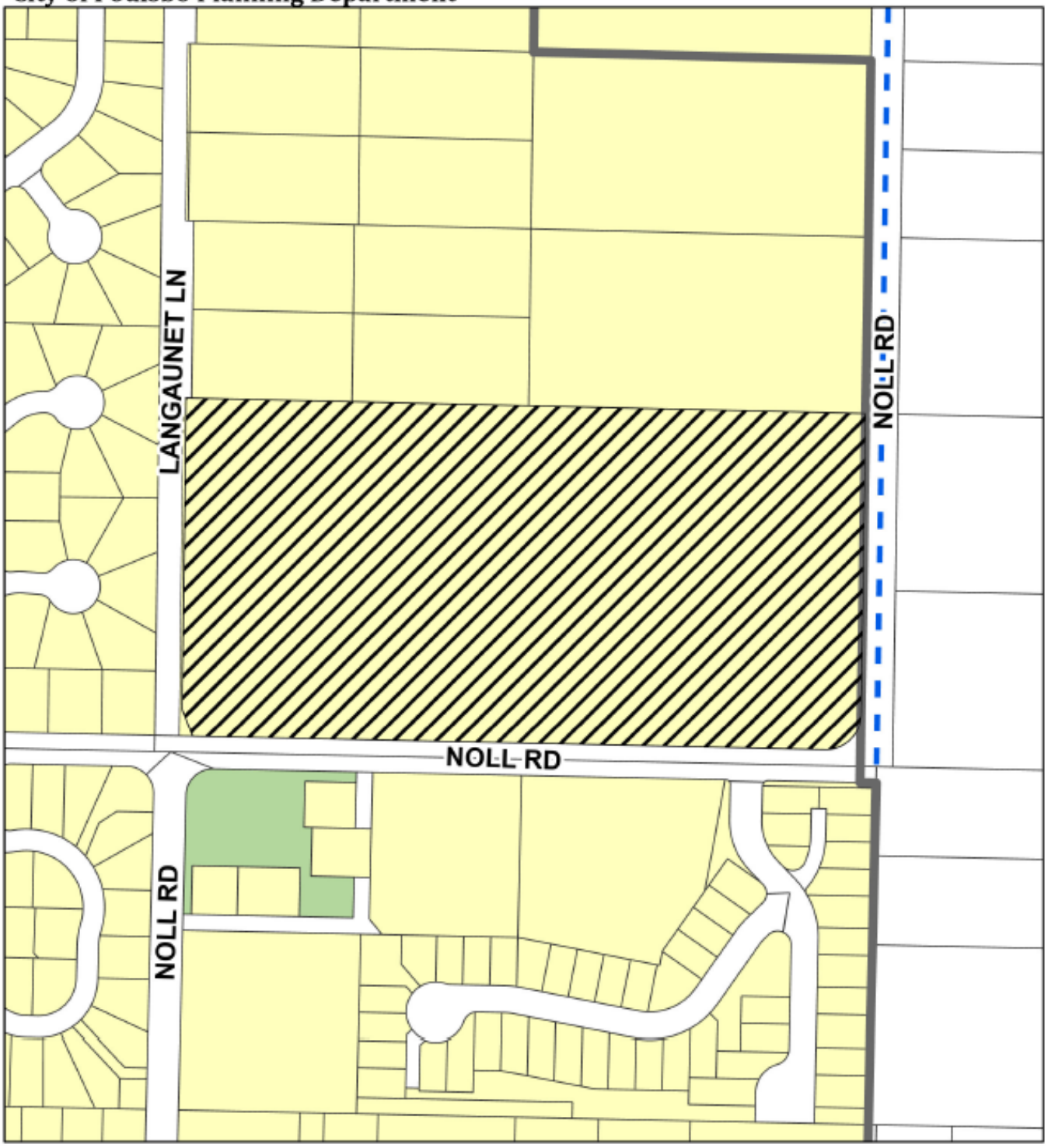
Project Site Map

City of Poulsbo Planning Department



Zoning Ordinance Map

City of Poulsbo Planning Department



Legend

- Sandstone Ridge
- City Limits
- Urban Growth Area
- Park
- Residential Low

N

0 190 380 760 Feet

SANDSTONE RIDGE
PLANNED RESIDENTIAL DEVELOPMENT AND PRELIMINARY PLAT
PLANNING FILE P-10-01-24-01

I. GENERAL INFORMATION

Applicant and Agent Name and Address: Entitle Fund Four, LLC | c/o Craig Steepy | 612 Harrison Street, Suite 100 | Sumner, WA 98390

Owner Name and Address: JKM Holdings, LLC | c/o Craig Steepy | PO Box 188 | Sumner, WA 98390

Land Use Review: Planned Residential Development and Preliminary Plat | Type III

Description of Proposal: Subdivision of vacant land utilizing Planned Residential Development standards for the construction of 87 single family lots with associated roadways, utilities, and open spaces. The 18+ acre property include stream buffer and mature trees.

Location: No address for the vacant property | 132601-4-008-2004

Legal Description:

Parcel A: The East half of the East half of the South half of the Southwest quarter of the Southeast quarter of Section 13, Township 26 North, Range 1 East, W.M., in Kitsap County, Washington; Except roads; And except the East 30 feet thereof conveyed to the County of Kitsap in right of way deed recorded under Recording No. 717834; And except that portion conveyed to the City of Poulsbo in right of way deed recorded under Recording No. 201602170235.

Parcel B: The West half of the East half of the South half of the Southwest quarter of the Southeast quarter of Section 13, Township 26 North, Range 1 East, W.M., in Kitsap County, Washington; Except roads.

Parcel C: The West half of the West half of the South half of the Southwest quarter of the Southeast quarter of Section 13, Township 26 North, Range 1 East, W.M., in Kitsap County, Washington; Except the west 15 feet; And except roads; And except that portion conveyed to the City of Poulsbo for Noll Road Improvement Project, as described in Right of Way Deed recorded under Recording No. 202405170148.

Parcel D: The East half of the West half of the South half of the Southwest quarter of the Southeast quarter of Section 13, Township 26 North, Range 1 East, W.M., in Kitsap County, Washington; Except roads.

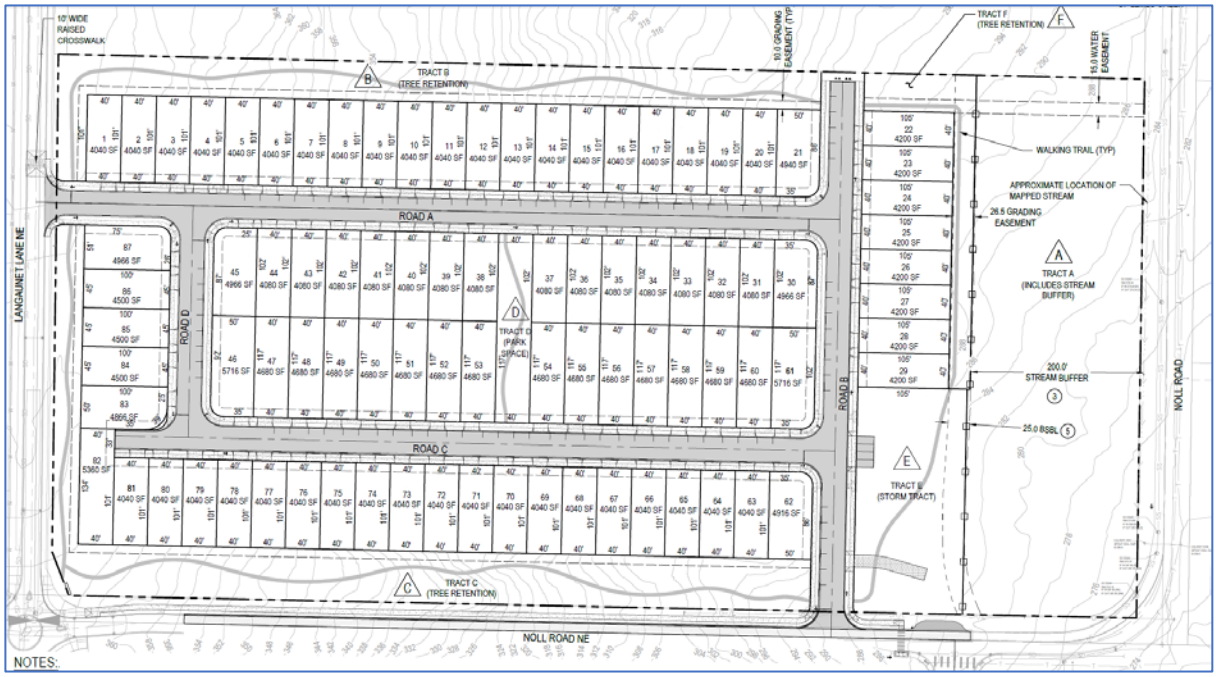
Comprehensive Plan and Zoning Designation:		Existing Land Use:	
Site:	Residential Low	Site:	Vacant land
North:	Residential Low	North:	Single-family residential
South:	Residential Low	South:	Single-family residential, park
East:	Rural Residential (Kitsap County 1du/5ac)	East:	Single-family residential
West:	Residential Low	West:	Single-family residential

Property History: Poulsbo Urban Growth Area (UGA) adopted by the City of Poulsbo December 30, 1994, included the property. Kitsap County included the property in the Poulsbo UGA in 2009. The property was annexed to the City of Poulsbo under Ordinance 2004-25 Bergquist Annexation, effective January 3, 2005. A prior residential development was approved by the city October 6, 2015 but not built. Periodic interest has been shown in development of the site.

Site Features: The site is sloped from approximately 370 feet in the northwest to approximately 280 in the southeast. Roadway is adjacent to the west, south and east. The roadside ditch east of the site has recently been identified as an offsite Type F stream. Mature forest with primarily native undergrowth covers the site.

Aerial Photograph of Subject Site:

Proposed Site Plan (Exhibit B1):



II. APPLICABLE REVIEW CRITERIA

The criteria approval for this project is included in the Poulsbo Municipal Code (PMC). The review criteria were established October 23, 2024, the date the application was determined Technically Complete. In particular: PMC Title 16 Environment, PMC Title 17 Land Division, PMC Title 18 Zoning. The project was reviewed according to PMC Title 19 Permit Processing Procedures. Copies of appliable codes are available on request.

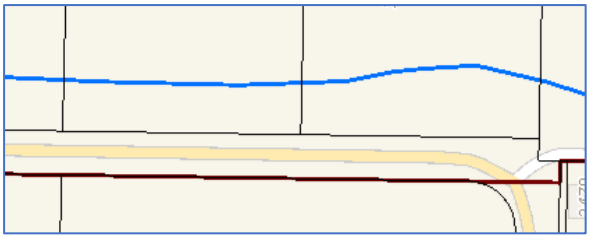
III. PMC CHAPTER 16.20 CRITICAL AREAS

WETLANDS

Revised Critical Area Assessment and Mitigation Plan, revised May 5, 2025 (Exhibit C1a, ELS) indicates no wetland critical area is located on site or within 300 feet of the property. Third-Party Review, 2025 (Exhibit C1c, Grette) concurs with ELS that no wetlands are on or within 300 feet of the subject property.

FISH AND WILDLIFE

Lemolo Creek. Lemolo Creek, a Type F stream, flows southerly in Kitsap County approximately 80 feet east of Noll Road roadway. Noll Road is a legally established, preexisting use of the buffer separating the critical area from the project. The buffer ends at the east edge of the roadway.



Lemolo Creek (blue line) is east of Noll Road. Noll Road is a buffer interruption.

(Source: Kitsap County Parcel Search Tool)

Roadside drainage. Along the west edge of Noll Road is a quarry spall lined roadside ditch. The ditch flow is southerly to a culvert under Noll Road. Exiting the culvert the ditch continues east and south towards Lemolo Creek. If water is present, flow is south in road right-of-way adjacent to the subject property toward and through the culvert. The culvert is near the southeast corner of the project. The ditch, culvert and roadway are in Kitsap County. The roadside ditch is not identified on city or County critical area maps. Culvert and roadside ditches are shown on Kitsap County utility maps online (Parcel Search Tool). ALTA survey shows Noll Road ditch contours outside (south and east) of property being developed. East of the subject property Noll Road, ditch and culvert under Noll Road are in Kitsap County. (Exhibit B3, ALTA).

Roadside ditches (light brown dash line) adjacent to Noll Road (yellow line) and culvert (red dash line) are shown in right-of-way on Parcel Search Tool County Utilities layer. Subject property outlined in green. (Source: Kitsap County Parcel Search Tool)

The applicant provided a Critical Area Assessment and Mitigation Plan (Exhibit C1a, ELS) indicating the ditch could be considered a stream and provided 200-foot buffer the length of the property. A 200-foot buffer is consistent with the city's largest stream buffer (PMC Table 16.20.315).

The city's peer review consultant provided a Third-Party Review (Exhibit C1c, Grette) of ELS. Observation of a fish in the ditch following a large storm event occurring over a period of several days "suggests that the ditch may not provide regular access to fish seasonally and is likely limited to the inlet of the culvert beneath Noll Road".

PMC 16.20.315 classifies fish habitat features by whether or not they provide habitat for salmonids. Grette indicates that the quarry spall lined ditch with shallow and relatively stagnant flow would not likely provide habitat area for fish. While the City's peer review consultant is not of the opinion that the ditch provides fish habitat the applicant has chosen to provide a 200-foot buffer of the roadside ditch; a conservative approach providing the largest stream buffer identified in code. The buffer also provides area for code required tree retention. (See report Section V. B. Tree Retention).

Subsequently, the applicant provided an email string between a prior interested developer, Washington State Department of Fish and Wildlife (WDFW), and The Suquamish Tribe regarding a 2022 site visit. (Exhibit C1b, Email). Following heavy rains, a fish was found in the roadside ditch during the 2022 site visit. WDFW concurred with the Tribe identifying the ditch as Type F water.

A final review by the city peer review consultant indicates that based on the 2022 email string, the ditch is considered a Type F water.

Buffer Impacts.

- Stormwater dispersion is proposed in the stream buffer. Stormwater from the site will be collected in a vault and released at a measured rate through a quality vault before being dispersed in the stream buffer. Two trees will be removed for the dispersion pipe installation. ELS1 indicates trees will be replaced. Grette confirms PMC 16.20.320(G) the proposal demonstrates no reasonable alternative and cutting of trees greater than 12 inches in diameter is avoided to the extent possible. Further Grette identifies two replacement trees for each removed tree is required. (Condition P2).
- WILDLIFE Water line installation is identified extending between north stub of internal project Road B and the east property line. The water line will be in a 15 feet wide access and utility easement. Construction standards identify utilities are to be constructed to a future connection location providing logical connection extension as development occurs. (See Exhibit G, Engineering Department Memo).
- Public access through the buffer will be dedicated at the time of final plat providing pedestrian access between the project northeast corner and Noll Road/Road B access. (See Exhibit G, Engineering Department Memo). (Conditions S2, P18, E35).
- Noll Road improvements are required. The north-south segment of Noll Road will have curb and gutter installed the length of the project. Sidewalk will be installed consistent with Kitsap County plan for Noll Road as conditioned. (See Exhibit G, Engineering Department Memo).

WILDLIFE

Poulsbo is located in the Pacific flyway. As indicated in application documents, including reports and SEPA environmental checklist, a variety of birds and mammals have been observed on or near the site. Tree retention is required which will provide habitat and pathways for wildlife to travel through development and 200-foot critical area buffer will remain vegetated.

Additionally, application documents indicate Kitsap Peninsula has no habitat for bull trout because there are no cool clean glacial waters; and other listed species northwestern pond turtle, marbled murrelet, yellow-billed cuckoo and monarch butterfly have no critical habitat in the project vicinity.

GEOLOGICALLY HAZARDOUS AREA

Application documents identify the site is in an area of geologic concern (AGC). Noting "the potential for mass soil movement (during and/or after construction) is very low" and conclude "using appropriate BMPs and typical construction practices in association with the local standard of care without the need for buffers or setbacks. In the post-construction condition, we anticipate the development will no longer meet the criteria of an AGC".

AQUIFER RECHARGE AREA OF CONCERN

Many of the properties east of the site have or share drinking water wells. It is possible that there are more than 36 domestic wells within 1 mile of the property. The site is underlain by consolidated glacial till causing infiltration to be infeasible (Geotechnical Engineering Study (Exhibit 6, ESNW).

Stormwater treatment and infiltration shall be required where soil permits and is determined feasible. Stormwater will disperse within 200 feet of the southwest property corner. Roof drain dispersion will be further reviewed where stormwater regulations for dispersion/infiltration may be implemented.

Operations that pose a potential threat to groundwater as listed in Table 16.20.515 may be required to submit a hydrogeological report. Single family home development is not listed on the table and no hydrogeological report is required.

IV. PMC Title 17 Land Division Ordinance

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

A. PMC 17.60.040 Decision criteria.

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

   Staff Comment. As reviewed and conditioned, the proposed preliminary subdivision conforms to the requirements of Title 17, Land Division. The City Engineer has reviewed the project for consistency

with Chapter 12.02, Construction and Development Standards, and supports approval of the preliminary plat subject to all conditions of approval.

See also Exhibit C, Engineering Department Staff Report Memo.

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

   Staff Comment. As reviewed and conditioned, the proposed preliminary subdivision conforms to the requirements of Title 18, Zoning. The site is designated "Residential Low" in the Zoning Ordinance Map and is being platted consistent with this zoning designation. The project meets the Comprehensive Plan's goals of providing single-family housing according to established zone densities in order to meet the City's population allocation under the Countywide Planning Policies and Growth Management Act.

3. The proposed preliminary subdivision:

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

      Staff Comment. The applicant has submitted a plat design consistent with PMC and the City's Street Standards as stated in the City's Construction Standards document. The proposed PRD and Plat will provide a roadway network within the plat consisting of residential access collector streets. The roadway network will connect to City project Noll Road Improvement North Segment (currently Langaunet Lane) and Noll Road east-west segment. All internal streets provide sidewalk connectivity to the Noll Road Improvement North Segment (currently Langaunet Lane), Noll Road east-west segment, and Noll Road north-south segment via pedestrian connection through the 200-foot tree retention Tracts A and F. Sight distance has been demonstrated to meet AASHTO standards as proposed and will be further analyzed during construction drawing review.

      Noll Road east-west segment will be improved with curb, gutter and sidewalk on the north side where critical area is not adjacent. Noll Road north-south segment will be improved with curb and gutter in the existing roadway prism where critical area buffer is adjacent and curb, gutter and sidewalk where critical area buffer is not adjacent. (Street trees are required along sidewalk improvement. (Condition P34).

      The applicant has provided a Transportation Concurrency application and has demonstrated compliance with City of Poulsbo Concurrency standards as set forth in PMC 14.04.070.(Exhibit C5).

      The City's Traffic Impact Fee Ordinance (PMC Chapter 3.86) requires the project developer to mitigate most project transportation impacts through payment of an impact fee. The single-family residential developer is responsible for paying the current rate with each building permit issuance.

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

      See also Exhibit G, Engineering Department Staff Report Memo.

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

      Staff Comment. The applicant has made adequate provisions for water, sanitary sewer and public utilities and services to ensure that the proposal will not be detrimental to the public health and safety. The City Engineer has determined there is adequate provision for sanitary sewer and water. Gravity sewer will extend in the roadways to the gravity main in Noll Road corner. Water looping will be provided with connection to existing water mains in Noll Road corner and Langaunet Lane with future connection point provided at the northeast corner of the project.

      Stormwater will be directed to a dedicated storm drain system and dispersed in the southeast forested area of the property within 200 feet of the culvert under Noll Road. Catch basins and

conveyance piping will catch and collect street and driveway runoff and direct to a vault in Tract E near the Noll Road entrance. Geotechnical Engineering Study (Exhibit C6, ESNW) indicates "infiltration is considered infeasible for the project due to the widespread presence of consolidated glacial till" explaining the soils "cannot reliably support the long-term performance criteria required of infiltration facilities".

Other public utilities, including electric and phone, are available.

See also Exhibit G, Engineering Department Staff Report Memo.

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

Staff Comment. Onsite recreation amenities include the following (as shown below):

- Tract D passive seating areas along a mid-block pathway connection.
- Tract E incudes a park with play structure, benches, picnic tables, barbecues, open play area and walking trail
- Tracts B, C, and F with walking trail connecting to Tract E path creating a loop around the project with connection to the southwest and northeast project extents.
- Four parking spaces are included to serve Tract E. Private open space and amenities are allowed on city owned and maintained stormwater vaults under PRD regulations.
- A public path will connect through Tract A. (Condition S2, P18, E35).

The City's Park impact Fee Ordinance (PMC Chapter 3.84) requires the project to mitigate for their project's park impact through payment of an impact fee. As identified in project conditions the developer is responsible for paying the current rate with each building permit issuance.

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

Staff Comment. The Plat will be constructing sidewalks within and south of the plat connecting to the existing City sidewalk network at the southwest project corner at Noll Road and Langaunet Lane and southeast connecting through the adjacent Poulsbo Meadows development. School bus accommodation and bus stop locations will be provided in accordance with North Kitsap Schools requirements.

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

Staff Comment. The site is served by the North Kitsap School District. Elementary, middle and high schools are within 0.6 miles of the project.

As part of the nonmotorized improvements, Sandstone Ridge will construct new sidewalks within the plat and along existing roads south of the project connecting to existing nonmotorized improvements.

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

Staff Comment. Critical areas are provided with protective buffers, consistent with provisions of the Critical Area Ordinance.

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

Staff Comment. The proposed Preliminary Subdivision will be constructing new interior roads built to City standards for residential access roadways. All roadways are designed to also comply with International Fire Code (IFC) requirements and properly accommodate fire apparatus and other emergency vehicles. 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. Two points of access/egress are provided per City standards by connecting to the existing roadway network to the west and south.

See also Exhibit G, Engineering Department Staff Report Memo.

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

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

See also Exhibit G, Engineering Department Staff Report Memo.

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

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

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

Staff Comment. Criteria is not applicable. No divisions are proposed.

V. PMC Title 18 Zoning Ordinance

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

A. PMC Chapter 18.70 Residential Districts

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

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

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

   Staff Comment. Single-family residences are permitted in the RL zoning district. The proposal is for 87 new single-family detached residences on individual lots.

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

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

Maximum Density (5 Units/Gross Acres)	87 Units Proposed / 18.07 gross acres = 4.8	OK
Minimum Density (4 Units/Net Acres)	87 Units Proposed/11.59 net acres = 7.5	OK

3. PMC 18.70.050 Development standards in the RL zone.

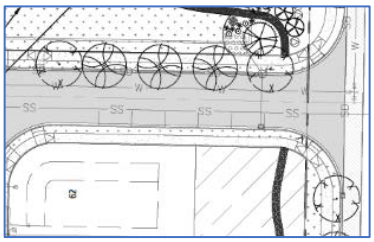
   a. Lot Requirements. Lot requirements for the RL district are established in Table 18.70.050 Residential Low (RL) District Development Standards.

      Staff Comment. PRD regulations provide modification of development standards. Standards are reviewed in Section V.C below (page 14).

   b. Street Trees. Street trees are required for all new residential developments according to PMC 18.130.090. The section requires street trees and related landscaping provided forty feet on center for arterials and thirty feet on center for collectors. Approved groundcover, such as sod, shall be provided. Tree species is indicated in the city's master street tree plan. An alternative may be approved by the review authority. Existing healthy trees may be used as street trees if no cutting or filling takes place within the dripline of the tree.

      Staff Comment. The applicant has prepared a preliminary landscape plan. (Exhibit B2, NDLA). (see example below). This plan identifies:

      - Street trees will be planted along Noll Road east-west segment and along internal Road B open space frontage. Species identified are pyramidal European hornbeam and eastern redbud. City Arborist peer review notes the pyramidal hornbeam will need to be changed to a different species having a shorter growth habit or power lines along Noll Road east-west segment should be undergrounded. (Condition P33).
      - Five feet wide planting strips separate the roadway from sidewalk along all internal roads. Ground cover is required. In addition, internal streets designated arterial, or collector will be required to have street trees installed. (Condition P34).

      Left: Example from landscape plan showing street tree planting scheme along internal Road B open space. (Shown on NDLA, sheet L1)

      - Street trees shall be shown on the final landscape plan provided with tree cutting and clearing and grading permits. (Condition P34). Placement of street trees is within right-of-way planting strips. Irrigation and maintenance shall be addressed in developments Conditions, Covenants and Restrictions (CCRs). (Condition P36). Bonding for street trees and associated groundcover, in addition to the submittal of a record drawing landscape plan, is required prior to closeout of the tree cutting and clearing (TCC) permit. (Conditions P37 and P41).

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

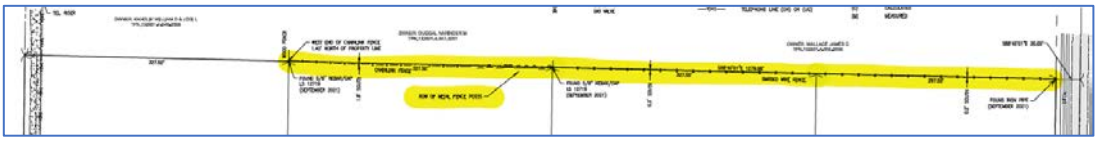
   Staff Comment.

   - Duplex homes may be constructed on corner lots. Development of a duplex is subject to standards of PMC 18.70.070 H.
   - Fencing is required to be shown on landscape and civil drawings submitted for tree cutting and clearing and grading permits, respectively. (Exhibit B2, NDLA and Exhibit B1 KPFF).

     North boundary fencing. According to application documents, two of the three properties comprising three-quarters of the north project boundary have fencing installed. (Exhibit B3, ALTA). Requiring redundant fencing, which will require trimming of understory vegetation and breaks in the fence accommodating trees on the property line, is not required. However, cedar posts with purpose marking shall be installed at 50 feet intervals along the north property boundary under the supervision of an ISA certified project arborist. Post interval may be adjusted to avoid damaging trees. Marker posts installation may require minor trimming of understory vegetation. Maintenance of the cedar marker posts shall be the responsibility of the HOA,

addressed in CCRs and noted on the face of the plat and each page where marker posts are located. (Condition P28). (See Section V.C.5.b).

Excerpt of ALTA/NSPS Land Title Survey. Fenced portion shown highlighted.



Critical area buffer fencing. A 4 feet high split rail fence with critical area identification signage every 50 feet, is required along the west critical area buffer boundary. (Condition P55). Installation may require trimming of understory vegetation. Breaks in the fence may occur to accommodate trees on the buffer edge. Installation under supervision of an ISA certified arborist is preferred. Maintenance of the fence shall be the responsibility of the HOA, addressed in CCRs and noted on the face of the plat and each page where fencing is located.

- Recreation vehicles, watercraft and utility trailers storage facilities are required for developments with 12 or more residential units or the development's CCRs shall prohibit locating the vehicles on the street. (PMC 18.70.070 T). The applicant has expressed the intent to provide a restriction in the CCRs in lieu of providing onsite facilities. (Condition P73).

5. PMC 18.70.080 Parking. Two off-street parking spaces are required for single-family residential development. (PMC 18.70.080), Spaces are required to be on the same site as the use and may be located in the front yard setback. (PMC 18.140.035).

   Staff Comment. It is anticipated that the houses to be built will provide the required parking in individual garages and driveways. (Condition P4). Compliance with this requirement will be reviewed during building permit application.

   Driveway parking is required to measure a minimum 20 feet from property line to structure to accommodate a full size vehicle without overhanging the sidewalk. (Condition P4). Sidewalks are ADA access routes and may not be blocked.

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

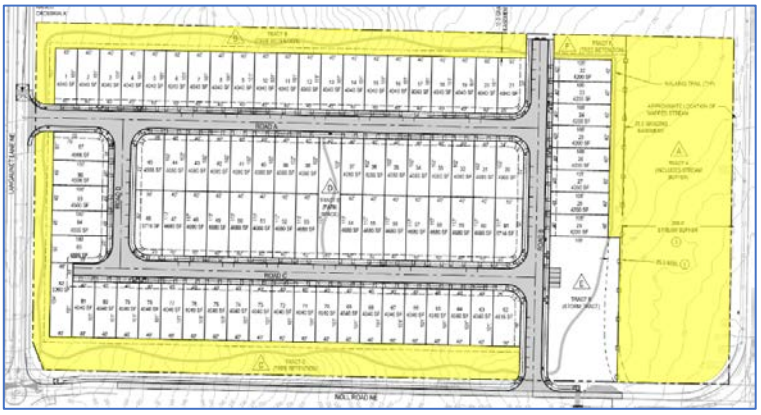
   Staff Comment. A monument sign is shown on the preliminary landscape plan at the corner of Langaunet Lane and Noll Road. Signage will be reviewed under current standards at the time of proposal. A building permit is required. (Condition P39).

Recommended Finding. The proposal meets use, density, and development standards in compliance with provisions of residential zoning districts.

B. PMC Chapter 18.180 Tree Retention

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

Staff Comment. Two thousand eight hundred thirty-three (2,833) significant trees are identified on site of which 2,076 are healthy significant trees according to the Preliminary Tree Protection Plan, dated April 17, 2024. (Exhibit C2a, WFCI1). WCFI1 identifies 886 healthy significant trees will be retained, which exceeds the required 25 percent retention requirement. Further, the report identifies 10 feet of grading will occur in the tree retention tract along new lots.



Left: Proposed tree retention areas shown in yellow.
(Shown on KPFF, sheet C1.00)

The City Arborist, a peer review consultant, requested additional information related to tree protection fencing, pathway layout and installation, grading in retention area, and road frontage impacts. (Exhibit C2c, SUF1). A big leaf maple north of Road B stub was also reviewed for possible retention. However, street development requirements are not compatible with retention of the tree.

The applicant's arborist indicated field staking occurred, and inventory was updated confirming 767 significant trees for retention. The revised 767 trees exceed 25 percent of significant trees required for retention. (Exhibit C2b, WCFI2).

The City Arborist confirms field staking occurred and retention tree inventory updated. (Exhibit C2d, SUF2). The following are also requirements with application of the Tree Cutting and Clearing (TCC) permit for review by the City Arborist, at the developer's expense.

- Tree protection fencing diagrams and location shall be shown on grading, tree cutting and clearing and landscape plans required submitted with grading and TCC permits. Review by the City Arborist, at the developer's expense is required. (Condition P21).
- Prior to work commencing on the site, project contractor, developers project arborist, city inspector and City Arborist are to meet on site for a preconstruction meeting to review the clearing limits and tree protection measures, at the expense of the applicant. The developer may also attend the meeting. (Condition P30).
- Notes are required on Sheet C4.2 Vault Plan & Details addressing tree protection measures, associated with the storm drain and dispersion trench, and waterline within Tract A. (Condition P22).
- Tree protective fencing locations are to be reflective of the critical root zones of the individual and groups of trees to be retained. (Condition P24c and P24d).
- Construction notes are to include wording that clearly states tree protection fencing shall be installed prior to any grading. (Condition P24b).
- The tree protection measures and tree protection areas as noted in WFCI1 Tree Protection Plan shall be used as reference on grading and TCC permit drawings. (Condition P23)
- Details for the gravel trail amenity layout and construction reflecting input from the project arborist shall be on TCC and grading permits drawings for review by city and City Arborist, at the expense of the applicant. (Condition P47).
- Potential impacts to adjacent properties trees that may be affected by site clearing and development need to be reviewed north and west of the project area as indicated in WCFI1. (Condition P20).

Tree retention areas shall have native understory vegetation maintained. Invasive species may be removed. (Condition P14).

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

C. PMC Chapter 18.260 Planned residential developments

Planned Residential Development (PRD) is provided to encourage creative and superior site design in residential zones which also promotes the preservation of open space in such development by permitting greater flexibility in zoning requirements than is permitted by other residential development options,

while ensuring compliance with the goals and policies of the Poulsbo comprehensive plan. PRD implements the City's comprehensive plan and Washington's Growth Management Act and: provides flexibility in lot size and design to enable development to attempt to achieve the zoned density; provides flexibility in design for creative site planning and superior residential subdivision developments; preserves and protects critical areas and their buffers; provides open space and recreational opportunities and other benefit features for development occupants; encourages preservation of cultural, scenic or natural features; encourages diversity of housing units and types between neighborhoods; provides for maximizing efficiency of street layout, utility networks, and other public improvements; and preserves and retains groups of trees.

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

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

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

   Staff Comment. The site is 18.07 acres.

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

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

RL Development Standards and PRD Modification of Development Standards Combined			
Development Standard	*RL zone (PMC 18.70.050.A)*	*PRD (PMC 18.260.050)*	*Project Proposal*
Minimum Density	4 dwelling unit/net acres	Per underlying zoning district	7.5
Maximum Density	5 dwelling unit/gross acres		4.8
Minimum Lot Size/Area	7,500 SF	3,750 SF	Minimum lot area 4,040 Average lot area 4,295
Maximum Lot Area	10,890 SF	None	
Minimum Lot Width	60' at the midpoint of the lot (Each lot shall have a minimum of 20' of frontage on a dedicated street or approved accessway)	30'	40'
Maximum Building Lot Coverage	50 percent		To be reviewed with building permit (Condition P4)
Front Yard Setback*	20' from main building façade (25' from attached garage façade if front loaded and protrudes streetward from main building façade)	10'	
Rear Yard Setback*	10'	5'	
Side Yard Setback*	5' with a combined total of 15'	5'	
Street Corner Yard Setback*	10' (or greater if necessary, for sight distance)		
Maximum Building Height	35'		
** Additional building setback may be required per adopted Building Code*			

4. PMC 18.260.060 PRD development standards

   a. Lot Sizes. When a PRD subdivision has an average lot size of 4,000 square feet or less, a variety of lot sizes are desired to provide for market variety, clustering and creativity.

      Staff Comment. As proposed the average lot size is 4,295 square feet. Lot size variation is not required.

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

      Staff Comment. This criterion is not applicable. The development has no alleys.

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

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

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

      Staff Comment. Project site design is provided in project drawings (Exhibit B1, KPFF), landscape plan (Exhibit B2, NDLA), tree retention (Exhibit C2, WFCI1), and draft home "lot fit" plan (Exhibit D). The home "lot fit" plan required with building permit submittal includes typical setback for each lot showing the limit of potential structures locations each lot could contain. Building lot coverage and impervious surface review will limit the amount of development on each lot. The landscape plan (Exhibit B2, NDLA) and tree retention plan (Exhibit D) combine to provide open space, recreational amenities, street tree design, and tree retention information.

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

      i. When lots front on a public street, the house shall have windows and doors that face the street. Houses shall have a distinct entry feature such as a porch or weather-covered entryway

      ii. When lots front on a public street, garage doors must not be the dominant feature of the building facade. At least two of the following design elements shall be provided on home designs that have the garage door projecting forward from the first level living space.

         - Windows in gables or dormers above the garage doors.
         - Covered porches that emphasize the front entry.
         - Trellis in front of garage.
         - Additional front yard landscaping.
         - Variety of architectural elements incorporated into the front building facade design.

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

      iii. Varied architectural design features (such as roof line articulation, color and materials) and home placements shall be utilized to avoid appearance of a long row of identical homes.

      iv. At building permit application submittal, the planning director will review submitted building permits for compliance with this section, as well as substantial compliance with the conceptual architectural renderings required in subsection D of this section, Project Design.

      v. The planning director has the ability to modify any of the standards within this subsection, if the subject site topography precludes the compliance with any of the stated standards.

Staff Comment. All lots front a public street. A project wide home design packet addressing PMC 18.260.060.E is required for review prior to any home building permit issuance. (Condition P50). At a minimum, a drawing showing home footprints on each lot, streetscape showing homes on adjacent lots, and elevation drawings of home facades are required in the home design packet. (Condition P52).

Front façade drawings of homes on adjacent lots are required to be submitted with each home building permit to verify the same home plans are not used on consecutive lots and that the left/right or "flip-flopping" of home design are not sited on adjacent lots. (Condition P53). Setbacks, building lot coverage, building height and review of home individuality standards and consistency with project conceptual architectural renderings is reviewed with building permit. (Condition P4 and 50-53).

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

Staff Comment. This criterion is not applicable. No adjacent streets are designated neighborhood collector in the Transportation Element of the Land Use Comprehensive Plan in effect when application was deemed technically complete.

5. PMC 18.260.070 PRD site design criteria

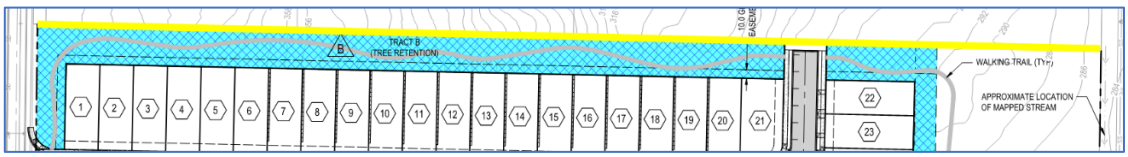
a. When a PRD is proposed adjacent to an existing single-family residential zone which has been developed utilizing traditional city subdivision development standards and lot sizes (seven thousand five hundred square feet or larger), the PRD shall be designed and developed so as to be consistent with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

Staff Comment. Three city standard subdivisions are adjacent to the west and southwest of the proposed Sandstone Ridge project. "Ridgewood" is west across Langaunet Lane, "Morrow Manor" and "Whitney's Glen" are south/southwest across Noll Road. A development with less than city standard lot sizes (7,500 square feet) is southwest, "Poulsbo Meadows". Sandstone Ridge includes tree retention landscape buffer along north, south and west project boundaries and trees will be retained in the east stream buffer; no project lots are adjacent to the traditional city subdivisions.

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

Staff Comment. The project is subject to screening provisions on all sides.

North. Project lots and properties north are separated by an approximately 45 feet wide open space tract consisting of 10-foot grading easement next to development lots and 35 feet tree retention area next to the north property line. The project amenity trail traverses the buffer. Cedar posts with purpose marking will be installed at maximum 50 feet intervals along the north property boundary. (Condition P28.). Marker posts installation and maintenance may require trimming of understory vegetation. An ALTA survey provided with application identifies adjacent property owners have fencing installed along two-thirds of the common property boundary which will remain. (ALTA survey excerpt in Section IV.A.4). (Exhibit B3, ALTA). Marker posts will be maintained by the Homeowners Association. (Condition P28).



North property boundary marker post location shown highlighted. Blue hatch is open space with amenity trail. (Shown on KPFF, sheet C1.10

West. Open space approximately 30 feet wide at southwest corner gradually broadens to approximately 34 feet wide at the northwest corner along Langaunet Lane. The project amenity trail traverses the buffer.

South. West of the south access an approximately 60 feet wide open space area consisting of 10 feet wide grading easement next to the lots and 50 feet tree retention area next to Noll Road. The project amenity trail traverses the buffer. Grading to accommodate site visibility at south access will necessitate removal of trees. Located east of the south access are the storm tract and proposed stream buffer. The project amenity trail continues across the storm tract completing the trail loop at the north open space.

East. Forest vegetation will remain in the east 200 feet of the site with minimal disturbance consistent with critical area setback and buffer requirements for a Type F stream. (See Section III, Critical Areas, for more information). Trail amenity and storm water outfall are in the buffer. The 25-foot-wide building setback from critical area buffer is open space between lots and critical area buffer continuing into the east portion of the storm tract. Street trees are required for the portion of Noll Road which is not creek or creek buffer. (Condition P35).

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

Staff Comment. The site is forested and has not been cleared for more than 5 years. Forest covered the site prior to annexation of the property in January 2005.

6. PMC 18.260.080 Residential types in residential low (RL) zoning district

Attached dwellings, not to exceeded sixplexes, may be allowed in the RL zone through a PRD if the proposal meets criteria.

Staff Comment. This criterion is not applicable. Attached dwellings are not proposed with this single-family development. However, duplexes are permitted on corner lots subject to 18.70.070 H.

7. PMC 18.260.090 Open space requirements.

Common open space and other appropriate beneficial features are required for all planned residential developments.

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

Staff Comment. Open space is provided for the occupants of the PRD.

- The landscape plan provides open space layout and identifies amenities provided with development. (Exhibit B2, NDLA).
- An approximately 3,000-foot (0.6 mile) off-street gravel surface trail loops through open space Tracts A, B, C, E and F circling around the development (see below).
- A park in Tract A with approximately 16,000 square feet grassy play areas (1/3+ acre), 2 picnic tables (one ADA accessible), a bar-b-que grill and garbage can, 2 benches, and big play toy which accommodates 26-34 kids aged 5-12 years old.
- A mid-block pathway, 3 benches and grassy areas.

Project circling approximately 3,000-foot trail loops through Tracts A, B, C, E and F.

(Shown on NDLA, sheet L1)

Project Park with grassy play areas, picnic tables, benches, bar-b-que, garbage can. A big toy to accommodate 26 to 34 5- to 12-year-olds is also included. The park is on the project storm vault in Tract E.

A mid-block grassy play area with benches and trail are in Tract D.

(Shown on NDLA, sheet L1)

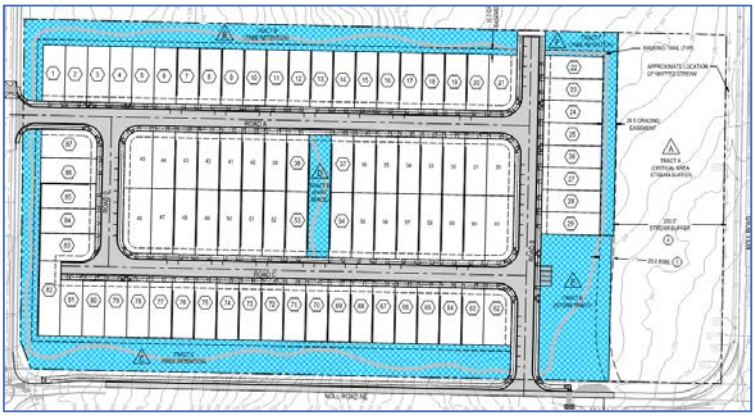
Condition P44 addresses amenities.

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

   Staff Comment. Open space is visible to 59 of the 87 lots and easily accessible to all residents via sidewalk and off-street pathway. Improved, natural and landscaped open space areas are located throughout the project. Stream buffer provides natural open space.

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

   Staff Comment. As proposed, the project's average lot size in the development is 4,295 square feet, which requires 20% open space (of gross project area). The 18.07-acre gross area project requires 3.61 acres. Proposed open space totals 115,873 square feet (2.66 acres) exclusive of critical areas and their buffers (Tract A) and storm vault (Tract E) tracts. Of the projects 18.07 acres, the 2.66 acres represents 14.72% and is shown on project drawing (Exhibit B1, *KPFF, sheet C1.10*). The required 20% open space is met with the addition of critical area and storm vault tracts, as described below in d. and e.



Proposed open space exclusive of critical area buffer.
(Source KPFF, sheet C1.10)

d. Critical area protection areas and required buffers as defined and required by the city's adopted critical areas ordinance can contribute to the above required open space amount. If less than twenty-five of the subject site contains protected critical areas and required buffers, then the critical area and protected buffer area may contribute up to forty percent of the project's required open space amount, credited on a square-foot-by-square-foot basis.

Staff Comment. The sites 2.81 acres of critical area buffer, or 15.55% of the subject site, is set aside as critical area and its buffer. Critical area and protected buffer areas may contribute 40 percent of the project's required open space amount. The required open space for the project is 3.61 acres. Critical area buffer, 1.12 acres, representing 40% of the sites 2.81 acres of critical area may contribute to open space calculations.

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

Staff Comment. The project proposal includes creating an active amenity over the storm vault. The vault tract is 33,043 square feet (0.76 acres). Open play area with 2 picnic tables (one ADA accessible) and 2 benches, garbage can and a portion of the big toy area on the storm vault is planned (Condition P44). Amenities are required to be owned and maintained by the homeowner's association (HOA) (Condition P44). The vault tract will be dedicated to the city with vegetation maintenance and amenity ownership by the HOA (Condition P44). The open play area will be grass divided into two areas by walking paths. Stormwater vault is Tract E.

Total project open space, including stormwater vault active amenity play area and critical areas, is 4.54 acres or 25% of the project's gross acreage (see table below).

Open space required	**3.61 acres**
Open space provided	**4.54 acres**
Open space tracts B, C, D and F (exclusive of open space tract A)	2.66 acres
Open space contribution of critical area and critical area buffer	1.12 acres
Open space contribution of stormwater management facility	0.76 acres

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

Staff Comment. Open space tracts are also being utilized for tree retention and recreational amenities. Areas not reserved for tree retention and amenities will be grass or forest groundcover. A final tree retention plan is required with the tree cutting and clearing and grading permits. (Condition P19).

8. PMC 18.260.100 Amenities required.

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

      Staff Comment. Project CCRs are required to address ownership and maintenance of open space and amenities tracts within the development. (Condition P48).

   b. Amenities, both passive and active, are required. Table 18.260.100 provides guidance on type of passive and active amenities for PRDs. PRDs with 81 to 110 units shall provide two Group 1 amenities and two Group 2 amenities.

      Staff Comment. Proposed amenities are:

Amenity	Group 1/2 | Active/Passive
Mid-block grass area, with trail and 3 benches. (Tract D)	Group 1 | Passive
Picnic area with 2 picnic tables (one ADA accessible), bar-b-que and garbage can, in conjunction with open play area and ADA hard surface accessible loop trail (Tract E)	Group 1 | Passive
Playground with big toy (accommodate 26-34 children ages 5-12) and minimum 0.25-acre open play area (Tract E)	Group 2 | Active
Walking path in a length proportionate to the size of the project (approx. 0.6 mile) (Tracts A, B, C, E, F)	Group 2 | Passive

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

      Staff Comment. Project Park in Tract E, clusters picnic area, open play areas, and big toy area. Mid-block trail link is provided by Tract D. Project trail circles the property in Tracts A, B, C, E and F. All amenities are easily accessible to residents via sidewalk or trail.

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

      Staff Comment. Pedestrian connectivity between the project and adjacent properties is provided for. Road connections are at the west end of Road A to Langaunet Lane, and city's future multi-modal shared use path currently being designed, and south end of Road B to a Noll Road crossing toward recent development south. Road B also provides a future link to the north with sidewalk connection included. The project open space trail provides a link to the southwest round about being designed by the city as part of the Noll Road North Segment improvement. Public access pedestrian connection through the project site (Tract A) with final alignment and design subject to review and approval by the City Engineer. Critical area review may be required. (Conditions S2, P18, E35). No development of adjacent properties is currently proposed.

9. PMC 18.260.110 Residential density incentives.

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

10. PMC 18.260.120 Street standard alternatives.

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

    Staff Comment. No alternative street standard consistent with this section is proposed.

11. PMC 18.260.140 Findings.

    In approving a planned residential development, the review authority must make the following findings.

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

Staff Comment. The stated purpose of the PRD Ordinance is to encourage creative and superior site design in residential zones which also promotes the preservation of open space in such development by permitting greater flexibility in zoning requirements than is permitted by other chapters of the Poulsbo Zoning Ordinance, while ensuring compliance with the goals and policies of the Poulsbo Comprehensive Plan. The flexibility afforded by PRD Ordinance has allowed the project to be designed with smaller lot sizes and reduced setbacks, enabling inclusion of accessible open space and provision of future access to adjacent properties consistent with Poulsbo Transportation Plan. The proposed design provides efficient street, utility, and public improvement layout through double loading streets.

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

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

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

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

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

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

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

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

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

   Staff Comment. The surrounding properties are zoned Residential Low, same as the subject site, and Rural Residential (Kitsap County) to the east. Residential properties in the vicinity are typically developed with single family housing and occasional properties are vacant. Adequate screening and buffering is proposed for the site via critical area buffers and open spaces.

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

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

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

Staff Comment. The applicant has made adequate provisions for water, sanitary sewer and public utilities and services to ensure that the proposal will not be detrimental to the public health and safety. Water will be provided by the city with a loop connection between Langaunet Lane and Noll Road east west segment with a stub for connection to the northeast. The City Engineer has determined there is adequate provision for sanitary sewer. Other public utilities including electric and phone are available. See also Exhibit G, Engineering Department Staff Report Memo.

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

Staff Comment. The proposal provides adequate provisions for public access to serve the subject site, with access to Langaunet Lane and Noll Road. Future neighborhood connections are provided for. See also Exhibit G, Engineering Department Staff Report Memo.

j. The proposal is consistent with the comprehensive plan and the city's adopted development standards.

Staff Comment. The proposed PRD is consistent with the City's Comprehensive Plan and adopted development standards. New intersection site distance is sufficient. The subject development is located in the Residential Low zoning district and as conditioned, is consistent with the City's development standards, infrastructure standards, and Comprehensive Plan. See also Exhibit G, Engineering Department Staff Report Memo.

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

Staff Comment. There will not be any significant harmful effects upon environmental quality and natural resources with the proposed development. The applicant will provide mitigation for stormwater dispersion, water connection installation and public access in the stream buffer. Onsite critical areas and their buffers are located in protected open space. The applicant will mitigate impacts to the City's park and transportation system by paying mitigation fees.

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

Staff Comment. The proposed site meets the PRD requirements for size and location. The design has been reviewed against the City's development standards and, as conditioned, meets the City's adopted ordinances for stormwater, transportation, subdivision, and zoning.

VI. PMC CHAPTER 16.04 STATE ENVIRONMENTAL POLICY ACT (SEPA)

A Notice of Application with Optional DNS was issued on October 30, 2024. (Exhibit E2). The public comment period ended at 4:30 pm November 13, 2024. One public comment was received prior to application submittal and seven public comments were received during the two-week comment period. (Exhibit F2). A SEPA threshold Determination was issued May 13, 2025. (Exhibit E3).

Public comments were around the following themes: privacy, transportation, amenities, critical area/fish, pedestrian access, park land dedication, trees, wildlife, Noll Road sidewalks, speeding, stormwater, utility connections, density, home price, multi-family housing, parking, and construction hours, access and routes.

VII. TITLE 19 PROJECT PERMIT PROCEDURES

Concurrent application for Planned Residential Development and Preliminary Plat are reviewed as Type III application with a public hearing required. The Hearing Examiner is the review authority. PMC 18.260.020 identifies the review authority shall have the authority to approve, approve with conditions, disapprove, or revoke planned residential developments, subject to the provisions of this chapter. An application shall not be deemed filed until all of the requirements for a technically complete application have been met. A summary of the timeline is provided.

Review Step	Date
Preliminary Application Meeting	November 21, 2023
Preliminary Application Meeting	April 16, 2024
Neighborhood Meeting	August 20, 2024
Application Submittal	October 1, 2024
Counter Complete	October 3, 2024
Technically Complete	October 23, 2024
Notice of Application w/Optional DNS	October 30, 2024
Notice of Application/DNS Comment Period Over (at 4:30 pm)	November 13, 2024
Request additional information	December 18, 2024
Additional information provided	February 13. 2025
Request additional information	March 12, 2025
Additional information provided	March 27, 2025
Additional information provided	May 12, 2025
SEPA Threshold Issued	May 13, 2025
Staff Report Issued	May 20, 2025
Planning Commission Public Meeting	May 27, 2025
Hearing Examiner Public Hearing *(tentative)*	*June 12, 2025*

VIII. STAFF COMMENT AND RECOMMENDATIONS

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

Recommendation: Staff respectfully recommends approval of the Sandstone Ridge Planned Residential Development and Preliminary Plat, Planning File P-10-01-24-01 as presented and subject to all Conditions of Approval contained herein.

IX. EXHIBITS

A. Application
   1. Planned Residential Development and Preliminary Plat Applications
B. Project Drawings
   1. KPFF Project Drawing, 03/27/2025
   2. NDLA Preliminary Landscape Plan, March 18, 2025
   3. ALTA ALTA/NSPS Land Title Survey Drawing, 9/23/2021
C. Reports
   1. a. ELS Critical Area and Mitigation Plan, March 21, 2025
      b. Email 2022 WDFW & Tribe, January 20, 2022
      c. Grette1 Sandstone Ridge - Third Party Review, November 25, 2024
         Grette2 Sandstone Ridge - Buffer Mitigation Plan: Third Party Review, April 2, 2025
         Grette3 Sandstone Ridge - Buffer Mitigation Plan: Third Party Review, April 28, 2025
         Grette4 Sandstone Ridge - Noll Rd. Ditch Conclusion, May 19, 2025
   2. WCFI1 Tree Protection Plan, April 17, 2024.
      WCFI2 Inventory Tree Tracts, February 6, 2025
      SUF1 Tree Retention and Landscape Review, 11/11/2024
      SUF2 Review, 3/25/2025
   3. HEATH Traffic Impact Analysis, December 31, 2025
   4. HEATH Sight Distance, March 20, 2025
      KPFF Road K Value and Sight Distance Analysis, March 22, 2025
   5. Traffic Concurrency
   6. ESNW Geotech Report, August 9, 2024
   7. KPFF Drainage Report, February 2025
D. Home Design
E. Notices
   1. Notice of Neighborhood Meeting (applicant responsibility)
   2. Notice of Application with optional DNS, SEPA Checklist (commented) and noticing materials
   3. SEPA Threshold Determination and noticing materials
F. Public Comment
   1. Applicant Summary of Neighborhood Meeting, Public Comment Letter
   2. Public Comment Letters and Applicant Response
G. Staff Review Memos

SANDSTONE RIDGE PRD & PRELIMINARY PLAT
CONDITIONS OF APPROVAL
PLANNING FILE P-10-01-24-01

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

General

P1. Development of the site shall be in conformance with the plan set and associated documents identified in Exhibits B and D, stamped approved in Planning File No. P-10-01-24-01 and subject to the conditions of approval contained herein.

P2. Development of the site shall also be in conformance with the reports and peer review documents identified in Exhibits C.

P3. Lots cannot be created, sold, or marketed for sale until final plat approval is granted and the plat map is recorded with the Kitsap County Auditor. Final plat approval is a separate process from the preliminary subdivision approval process.

P4. Setbacks, building lot coverage, and building height shall be reviewed at time of building permit submittal. Setbacks shall be measured from property lines. Garages are to be setback 20 feet providing driveway parking without overhang on road or access tract as identified in application documents.

P5. Park impact fee is required with this project. Fee is determined at the time of building permit issuance according to the current code requirement.

P6. Site lighting is to be oriented and shielded to avoid direct glare onto adjacent properties and critical area buffer, while providing adequate safety, including along off-street walking paths.

P7. Modifications to preliminary subdivisions are reviewed under PMC 17.60.070 as currently adopted. Where significant deviation from the approved plan is proposed, the revision will be considered a major modification under the initial approval review authority.

P8. Within 5 years following the approval of the preliminary subdivision, or as otherwise stipulated in RCW, a final plat shall be submitted to the city for review and approval, or preliminary subdivision becomes void.

P9. Prior to issuance of any permits related to the construction of the retaining walls, appropriate property rights, including temporary construction easements and permanent wall maintenance easements on impacted adjacent properties, must be obtained authorizing the construction of the boundary walls.

P10. While there are no known archaeological resources on this site, in the event archaeological artifacts are uncovered during construction, activity shall be halted immediately, and the State Historic Preservation Office and Tribes will be contacted.

P11. It shall be the responsibility of the developer/property owner to coordinate with and receive any necessary permits of other agencies, including Washington State Department of Ecology, Washington State Department of Fish and Wildlife, US Army Corps of Engineers, US Environmental Protection Agency, prior to commencing work requiring said permits.

Tree Cutting and Clearing (TCC) Permit

P12. A TCC permit application shall be submitted and reviewed concurrently with the Grading application. The application form and associated fees are available on the PED Department website.

P13. Construction notes on TCC and Grading permits shall clearly state tree protection fencing shall be installed prior to site grading.

P14. Construction notes on TCC and Grading permits shall clearly state tree retention areas shall have native understory vegetation maintained and invasive species may be removed using hand or small mechanical equipment following methods recommended by the project arborist. Where vegetation must be removed planting native species or 4-inches or greater depth mulching is required. Inspection by City Arborist may be required and will be at developer expense.

P15. A detailed phasing plan shall be submitted with the TCC permit.

P16. The TCC and grading permits shall be “closed-out” prior to submittal of the final plat application.

P17. Amenity pathway construction shall be included with grading and tree cutting and clearing permits. Pathway segments through tree retention shall be peer reviewed by City Arborist. City Arborist review, site meeting, installation and inspection shall be at the expense of the applicant.

P18. Prior to issuance of the grading permit, the applicant shall submit plans demonstrating a publicly accessible pedestrian connection through the project site (Tract A). The connection shall be located outside of all designated critical areas and associated buffers to the maximum extent possible, and unless otherwise approved through a critical area review. The alignment shall be designed to minimize vegetation removal, with any clearing limited to the minimum necessary to construct the minimum 5-foot paved pathway. Mature native vegetation shall be preserved to the maximum extent feasible. Final alignment and design are subject to review and approval by the City Engineer.

Tree Retention

P19. A final tree retention plan shall be submitted with and shown on the TCC and Grading permit and reviewed by the City Arborist, at the cost of the applicant.

P20. Potential impacts to adjacent property trees that may be affected by site clearing and development must be reviewed at project north and west boundaries as indicated in applicant specialist report. (Exhibit C2a, WCFI1).

P21. Trees and tree retention fencing shall be shown on tree cutting and clearing plans, construction civil plans and landscape plans.

P22. Notes are required on Sheet C4.2 Vault Plan & Details outlining tree protection measures associated with the storm drain and dispersion trench within Tract A.

P23. Tree protection measures noted on page 7 of the Preliminary Tree Protection Plan shall be included on grading and tree cutting and clearing permit drawings. (Exhibit C2a, WCFI1).

P24. Tree Protective Fencing.

a. Details on tree protection fencing shall be included in drawings submitted with the TCC and Grading permits.
b. No site work shall take place on the site until tree protective fencing is installed.
c. Tree marking and installation of protective fencing shall be under supervision of ISA certified project arborist, and inspected by City Arborist, at the cost of the applicant.
d. Tree protection fencing shall be installed 5 feet outside the dripline of trees to be retained.
e. No mechanical equipment or work shall be permitted inside protective fencing.
f. No storage, equipment, or vehicular traffic shall be permitted inside protective fencing.
g. Tree protective fencing shall be shown on all submitted materials including construction and landscape drawings.
h. Protective fencing shall not be moved or removed without consultation with the City Arborist.

P25. All recommendations provided of Exhibit, C2 prepared by WCFI. (dated April 17, 2024 and February 6, 2025) shall be followed. This includes the peer review by SUF (dated 11/11/2024 and 3/25/2025).

P26. The ISA certified project arborist shall be on site to observe and direct tree protection measures to ensure all recommendations of the arborist report are followed.

P27. Tree marking and protection fencing shall be under the supervision of project arborist and when completed, the city is notified for inspection by the City Arborist, at the cost of the applicant.

P28. Cedar posts with purpose marking shall be installed at 50 feet intervals along the north property boundary under the supervision of an ISA certified project arborist. Post interval may be adjusted to avoid damaging trees. Marker posts installation may require minor trimming of understory vegetation. Maintenance of the cedar marker posts shall be the responsibility of the HOA, addressed in CCRs and noted on the face of the plat and each page where marker posts are located. Post location, design, installation methods, and purpose marking scheme shall be included on grading and TCC permit drawings.

P29. The project arborist and their contact information shall be identified at the preconstruction meeting.

P30. Prior to work commencing on the site the project contractor, developers project arborist, city inspector and City Arborist are to meet on site for a preconstruction meeting to review the clearing limits and tree protection measures at the expense of the applicant. The developer may also attend the meeting.

P31. A follow-up risk assessment of the proposed retention tree areas shall be conducted by the project arborist once the tree cutting, clearing and grading has occurred, and submitted to the city for peer review. If needed, the tree retention numbers shall be amended to reflect any necessary removals and additional plantings, and an arborist report shall be provided to the City prior to close-out of the TCC permit and shall be peer reviewed by the City Arborist. The arborist report shall verify the tree retention plan and project conditions are met. The report shall also identify maintenance recommendations for a period of 5 years or reaffirm maintenance recommendations of prior report. Additional assessment may be required if deemed necessary by the PED Director in consultation with the City Arborist. Reports and reviews are at the cost of the applicant.

P32. The City shall be notified of any impact or pruning of significant tree roots prior to close-out of the TCC permit. The city may require peer review by the City Arborist, at the cost of the applicant.

Landscaping

P33. The Final Landscape Plan shall be reviewed by the City Arborist.

P34. Street trees shall be consistent with the Conceptual Landscape Plan in Exhibit B2, are required along all roadways designated arterial or collector and shall be included on the Final Landscape Plan submitted with the TCC and Grading permits. Root barriers shall be used to protect sidewalks, roadways, and infrastructure from root heave.

P35. Street trees shall be installed along Noll Road north-south segment outside of critical area buffer.

P36. Irrigation and maintenance of street trees shall be addressed in the Covenants, Conditions and Restrictions (CCRs). Performance and/or maintenance bonding for street trees and associated groundcover, in addition to the submittal of an as built landscape plan, is required prior to close-out of TCC permit.

P37. Maintenance bonding for all other landscaping shall be required prior to close-out of the TCC permit. Estimates or bid for landscaping work and materials, including irrigation, shall be provided. Estimates shall match the “as-built” drawing and identify plant name, common name, size at planting, and number each that was planted. Performance bonding for installation of landscaping (except for street trees) will not be considered.

P38. Landscaping materials shall be those which best serve the intended function and shall be appropriate for the soil and other environmental conditions of the site. Drought-tolerant, low water plant materials shall be encouraged

P39. The development monument sign(s) shall be shown on the Final Landscape Plan. Alternatively, a single sign at the Noll Road an Langaunet Lane corner may be proposed. A separate building permit is required for construction of the monument sign(s).

P40. Critical area signs and fencing required installed with development shall be shown on landscape plans.

P41. A final ‘as-built” drawing landscaping plan and irrigation plan shall be provided to the city prior to close-out of the TCC permit. The plans shall address street trees, right-of-way landscaping, supplemental tree retention plantings, and any other areas in common ownership of the homeowners.

Open Space and Amenities

P42. Tracts B, C, D, E and F shall be used for open space. The final plat shall indicate which tracts include recreation in addition to identifying ownership and maintenance responsibilities. Amenities include a project encircling trail; park with approximately 16,000 square feet grassy play area, a bench, 2 picnic tables (one ADA accessible), bar-b-que, solid waste bin, big toy, and ADA accessible pathway; and mid-block path link with 3 benches.

P43. Details on recreational amenities shall be included with the TCC permit.

P44. Landscaping plans for recreational areas, including irrigation, shall be submitted with the TCC permit.

P45. A children's playground shall be installed that complies with CPSC (Consumer Product Safety Commission) and ADA (Americans with Disabilities Act) standards for equipment and safety surfacing. Playground equipment shall include a mix of structures suitable for different age groups.

P46. Four parking spaces adjacent to park open space directly accessing Road B. Curbing surround and wheel stops are required with installation to maintain drainage toward Road B.

P47. Trail surfaces and signage shall be included with the TCC permit. The trail surface shall be designed to withstand expected pedestrian and/or bicycle use with low maintenance requirements. The HOA shall be

responsible for maintaining all trail surfaces in a safe and usable condition. A public access easement may be required for community access. Trail surfaces shall be gravel or better as determined by the city.

P48. Maintenance of all recreational amenities, including playgrounds, trails, and community gathering areas, shall be the responsibility of the HOA. Maintenance responsibilities must be clearly outlined in the CC&Rs.

P49. All recreational amenities must be completed and inspected prior to close-out of the TCC permit.

Individual Home Identity

P50. A project wide home design packet addressing PMC 18.260.060.E is required to be with the first home building permit. The PED Department will review each building permit submitted to determine compliance with PMC 18.260.060.E and ensure substantial compliance with the architectural renderings submitted.

P51. Side and rear facades facing public or private roadways in or adjacent to the project shall include façade treatments similar to the front facade.

P52. The applicant shall submit a streetscape plan with the first home building permit application showing plot plans, elevations, and unit types for the adjacent properties. The plan shall ensure architectural variety is provided in accordance with PMC 18.260.060.E.2.e and E.3.

P53. Building footprint and exterior design on adjacent lots is to be varied and will be reviewed with each building permit. Reverse building plans or left/right "flip" of the footprint are considered the same footprint.

Fences

P54. Cedar posts with purpose marking shall be located on the north property boundary at maximum 50 feet interval to clearly demark tree retention responsibilities for the HOA. Installation may require trimming of understory vegetation. Spacing may be adjusted to accommodate trees on the buffer edge. Installation under supervision of an ISA certified arborist is preferred. Maintenance of the fence shall be the responsibility of the HOA, addressed in CCRs and noted on the face of the plat and each page where fencing is located.

P55. A 4 feet high split rail fence with critical area identification signage every 50 feet is required along the west critical area buffer boundary. Installation may require trimming of understory vegetation. Breaks in the fence by occur to accommodate trees on the buffer edge. Installation under supervision of an ISA certified arborist is preferred. Maintenance of the fence shall be the responsibility of the HOA, addressed in CCRs and noted on the face of the plat and each page where fencing is located.

P56. Fencing details shall be provided with TCC and grading permit drawings, including landscaping plans.

P57. The City Arborist shall review, at the cost of the applicant, the location of fencing in relation to tree retention at the time of tree cutting and clearing permit. The City Arborist will evaluate the impact of fencing on the long-term health of the proposed retention trees and provide, if necessary, recommendations for optimal success of tree retention. Recommendation may include alternative location of fencing, removal of trees, and/or supplemental plantings.

Critical Areas

P58. The final plat shall clearly illustrate critical area tracts and easements as well as identify ownership and maintenance responsibilities.

P59. Project proponents shall file notice to title with Kitsap County Auditor per PMC 16.20.135 for this project regarding critical areas, critical area buffers, and setback from critical area buffers on development property tracts and lots which will be encumbered by a critical area buffer or setback to buffer. Critical area requirements will be identified on the approved notice to title. The proponent shall submit proof that the required notice has been filed before close-out of the TCC permit.

P60. Critical area buffers and setbacks from critical area buffers are required to be shown on all drawings, including construction drawings and building permit lot development plan.

P61. Critical area buffers and setbacks are to be staked in the field prior to any site work.

P62. Critical areas shall be protected with high visibility construction fencing. Signs identifying the critical area shall be posted. Fencing and signs shall be indicated on construction drawings.

P63. Prior to close-out of the TCC permit, any grading or construction impacts to adjacent critical area and associated buffers must be restored. The restoration plan shall be submitted to the city for peer review, at the cost of the applicant.

Final Plat

The face of the final plat shall include the following statement(s):

P64. The project's HOA will own, maintain, and enforce all open space, tree retention, and amenity tracts.

P65. Trees located in tracts A, B, C, and F shall be the responsibility of the HOA to maintain. Alterations, including tree removal and pruning, shall require review and approval by the Planning and Economic Development Director and City Arborist.

P66. Open space and/or amenity tracts A, B, C, D, E, F are for the benefit of project owners and residents. The HOA is responsible for management and maintenance of tracts.

P67. Setbacks, building lot coverage, and building height shall be reviewed at time of building permit submittal. Setbacks shall be measured from property lines.

P68. No rockeries/retaining walls may be constructed withing 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.

P69. Open space areas not proposed to be improved with recreational amenities or purposes shall remain as natural vegetation or appropriately landscaped. Removal of preserved and approved open space in natural vegetation shall only be permitted for public safety reasons and upon review and approval of the PED Director and City Arborist. Enhancement of critical area buffer vegetation shall be as allowed and prescribed in PMC 16.20, Critical Areas.

Covenants, Conditions and Restrictions (CCRs)

P70. The CC&Rs document shall be provided with the final plat submittal. The City's review of the CC&Rs document does not mean the City will assume any responsibility for enforcing private covenants between the lot owners nor maintaining any roads or other amenities not specifically dedicated to the City on the public's behalf.

P71. CCRs shall include provisions that the HOA will own, maintain and enforce all open space, tree retention, landscaping, and amenity tracts (Tracts A, B, C, D, E and F).

P72. CCRs shall include provisions of how the HOA will manage street tree maintenance, including irrigation.

P73. CCRs shall include a provision that addresses recreational vehicle parking, which shall be reviewed by the PED department and City Attorney prior to final plat approval and recording of plat documents.

P74. The City of Poulsbo will not join the HOA as enforcers of the project's CCRs.

Signed by:
Nikole Coleman
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Nikole Coleman, Planning Manager, for Heather Wright, Planning and Economic Development Director

5/20/2025
Date

Following are the Engineering Department's Conditions of Approval:

GENERAL

E1. All water, wastewater, and stormwater facilities and streets shall be designed by a professional civil engineer licensed in the State of Washington. The applicant is responsible for the design and installation of the facilities. In the event that there is a conflict between standards, the more restrictive standard shall apply as determined by the City Engineer.

E2. Land use permit approval shall not waive any requirements for the applicant to (a) obtain all appropriate permits; (b) pay all required fees and deposits; and (c) provide the City with adequate construction plans for approval which conform to City codes and standards. Any utility plans, details, and drawing notes associated with the approved preliminary plat drawing are approved in concept only and are not considered approved for construction. Approval of the preliminary plat does not constitute approval of any construction drawings submitted with the preliminary plat approval documents. Civil construction drawings must be submitted

directly to the Engineering Department. For site plans, it is not acceptable to submit the civil drawings with the building plans to the Building Department.

E3. Construction plans for the following shall be reviewed and approved by the Engineering Department and Public Works Department: storm drainage and street improvements (including signage and pavement markings), sanitary sewer, water, and interim and permanent on-site erosion control systems. Prior to final plat approval the applicant shall: construct the required improvements per City standards and submit "as-built" drawings on 22x34 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/striping, 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. Enhanced water quality treatment must be provided for the stormwater runoff.

E19. All secondary storm systems and easements shall be in compliance with City standards and remain privately maintained.

E20. Storm vault tract shall be dedicated to the City on the face of the plat and fenced per Public Works Department requirements. Any fencing shall be outside of any critical area buffers 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.

E21. Storm vault surface shall be free draining material, and a design for vault lid drainage shall be included in final construction drawings.

SANITARY SEWER

E22. Refer to Public Works Department comments for sewer connection requirements and construction standards.

WATER

E23. Refer to Public Works Department comments for water construction standards, connection and looping requirements.

ALL UTILITIES

E24. 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.

E25. 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.

E26. 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.

E27. 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.

E28. 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

E29. Unless otherwise approved by the City Council, street sections shall conform to adopted City standards (refer to Construction Standards - Section 2 - Street Standards).

E30. The developer's engineer shall certify that there is adequate entering sight distance at the intersection of Road A and Langaunet Lane and at the intersection of Road B and Noll Road 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. Any stop controlled intersections with K values less than the AASHTO minimum shall provide a vertical stopping sight distance diagram to demonstrate that street lights are adequate mitigate and stopping sight distance is provided.

E31. 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.

E32. GMA Transportation Impact Fee Ordinance (PMC 3.86) has been approved by City Council. This establishes a transportation impact fee assessment per ADT payable at time of Building permit issuance as of the date of this memo. The impact fee is due at the time of each single-family home building permit and shall be calculated using the most current ADT for a single-family home identified in the ITE manual (11th edition identifies an ADT of 9.43) and multiplying the most current traffic impact fee established by PMC 3.86.090.

E33. Streetlights shall be installed per City of Poulsbo and Puget Sound Energy specifications. New streetlights shall be LED light fixtures, burgundy King 601fixtures 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.

E34. The applicant's engineer shall obtain approval of the postmaster and the City Engineer for all mailbox installation locations prior to grading permit issuance.

E35. As a condition of development, frontage improvements are required on Noll Road. Frontage improvements shall consist of curb, gutter, and sidewalk for the portion of the frontage located outside of critical area buffers and shall consist of curb and gutter for portions of the frontage located inside of the buffer area. Curb and gutter may be installed within the existing road prism. Sidewalk may be separated from the roadway/curb and gutter. A pedestrian connection located outside of the critical area buffer shall be provided connecting the north-south Noll Road to the east-west Noll Road segment. This connection shall be paved, minimum 5ft wide, asphalt or concrete and may meander to avoid impacting trees within Tract A. If this is shown to be infeasible, a paved pedestrian connection may be provided within the easement for the water line on the NW corner of the property.

E36. The applicant shall be responsible for constructing a raised crosswalk at the intersection of Langaunet Lane and Road A.

E37. The applicant shall be responsible for constructing a crosswalk and pedestrian activated Rectangular Rapid Flashing Beacon (RRFB) at the intersection of Noll Road and Road B to provide a pedestrian connection to the Poulsbo Meadows development.

E38. Street end of proposed Road B 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 SR305, Lincoln Road, and Noll Road.

OTHER

E40. The project applicant shall completely close-out the grading permit prior to applying for Final Plat. Early final plat applications will not be accepted by the City.

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.

Signed by:
Joshua Ranes
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6/3/2025

Joshua Ranes P.E., Date

City Engineer

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

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 Sandstone Ridge PRD project will be required to connect to the existing 8" water main in Langaunet Lane to the west and connect to the existing 8" water main stub to the south in Noll Road at the Poulsbo Meadows development. An 8" water main stub to the north at the end of Road B shall be provided and an 8" water main stub to the NE corner of the plat shall be provided.

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 8" sanitary sewer main in Noll Road 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.

STORMWATER

PW20. 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. 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 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. The surface and placement of amenities on top of the vault must be coordinated to allow for maintenance as determined by the Public Works department.

The interior of the vault shall be designed with sloping vee sidewalls and floor slope to the sump or other area identified to allow for ease of maintenance. In no case shall the vault floor be designed to be level.

PW21. 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

PW22. 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.

PW23. 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

PW24. In the event that there is a conflict between construction standards, the more restrictive standard shall apply as determined by the City Engineer.

PW25. No walls or structures shall be permitted in utility easements unless approved at time of construction review.

PW26. 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 my need to be relocated or removed from the final landscape plan.

SUBMITTAL AND APPROVAL

PW27. 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.

PW28. 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.

PW29. 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

PW30. Utility service for the noted property is subject to application and payment of the applicable fees and assessments.

PW31. 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.

Signed by:
Mike Lund
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Mike Lund,

Public Works Superintendent

5/29/2025

Date