



NOTICE OF APPLICATION AND OPTIONAL DNS

Planning and Economic Development Department
200 NE Moe Street | Poulsbo, Washington 98370
(360) 394-9748 | fax (360) 697-8269
www.cityofpoulsbo.com | plan&econ@cityofpoulsbo.com


PERC PHASE I SITE PLAN AND DESIGN REVIEW, TYPE II APPLICATION Comments Due: Thursday, August 21, 2025, by 4:30pm

The City of Poulsbo has received a permit application for the following project that may be of interest to you. The public has the right to review contents of the official file for the proposal, provide written comments, participate in any public hearings, and request a copy of the final decision.

File No.:	P-06-20-25-01	Zoning:	Park and Business Park
Counter Complete:	July 18, 2025	Technically Complete:	August 1, 2025
Notice of Application:	June 4, 2024		
Tax Parcels:	102601-2-067-2009 (Park) and 102601-2-055-2003 (BP)		
Applicant:	Craig Skipton (AHBL) 1200 6th Ave STE 1620 Seattle, WA 98101		
Owner:	City of Poulsbo 200 NE Moe Street Poulsbo, WA 98370		
Project Description:	The PERC Phase I project proposes the initial development of the Poulsbo Event and Recreation Center, a public recreational facility intended to serve both local community needs and regional sports events. Phase I will be located on two parcels totaling approximately 7.27 acres, zoned Park and Business Park, and includes the construction of two synthetic turf athletic fields with LED lighting, pickleball courts, a basketball/multi-use court, a playground, a walking/jogging loop, picnic shelters, restrooms, and a parking lot with 93 spaces. While the weekday parking demand is expected to be met on-site, the City anticipates weekend overflow during tournaments and is pursuing shared parking agreements with nearby properties, including Olympic College. The project includes stormwater detention tied to an existing regional facility, pedestrian connections, and CPTED-informed design. Phase I does not include indoor facilities, which are expected in future phases.		
Permits Included:	Site Plan Review, Design Review, and SEPA Determination		
Permits not Included:	Grading permit, building permit, and other construction permits as required.		
Environmental Review:	The City of Poulsbo has reviewed the proposed project for probable adverse environmental impacts and expects to issue a determination of nonsignificance (DNS) for the project. The optional DNS process is being used as authorized by WAC 197-11-355 and Poulsbo Municipal Code 16.04.115. Agencies, tribes, and the public are encouraged to review and comment on the proposed project and its probable environmental impacts. This may be the only opportunity to comment on the environmental impacts of the proposal. Comments must be submitted to the PED Department by the date indicated below. The proposal may include mitigation measures under applicable codes, and the project review process may incorporate or require mitigation measures regardless of whether an EIS is prepared. A copy of the subsequent threshold determination for the proposal may be obtained upon request. The public may comment on environmental related aspects of the above-described proposal, and the comment period will remain open until 4:30pm on Thursday, August 21, 2025 .		
Public Comment Period:	The minimum public comment period shall be 14 calendar days. The public may comment on the application and the comment period will remain open until Thursday, August 21, 2025 , at 4:30pm. The public may request a copy of the decision once made. Public comments may be mailed, emailed, or personally delivered to the city.		

Public Hearing Date: Not applicable. This is a Type II administrative permit.

Staff Report: The staff report will be available for review at least 5 calendar days before the decision.

Examination of File:  The complete application file may be examined online by going to <https://ci-poulsbo-wa.smartgovcommunity.com/Public/Home> > Applications > and search for permit P-06-20-25-01. If you are unable to access the file online, please call the staff contact for other options.

Review Authority: The PED Director is the review authority for this Type II application.

Staff Contact: Nikole Coleman | Planning Manager | ncoleman@cityofpoulsbo.com

Notice Map:

