



October 3, 2025

HWA Project No. 2024-043-21 Task Order 1

City of Poulsbo

200 NE Moe Street

Poulsbo, Washington 98370

Attention: Donald Washburn, Engineering Technician

**Subject: Geotechnical Peer Review
Pinnacle at Liberty Bay Subdivision
Poulsbo, Washington**

Dear Mr. Washburn,

An applicant proposes a residential development north of State Route 305 in Poulsbo, Washington (site). The proposed development is referred to as the Pinnacle at Liberty Bay subdivision. At the City of Poulsbo's (City) request, HWA GeoSciences Inc. (HWA) completed a third-party review of geotechnical documents prepared by the applicant's consultants for the proposed development.

Geotechnical review services were provided in accordance with the scope outlined in Task Order No. 1 of the Professional Services Agreement for On-Call Geotechnical Services between HWA and the City, dated March 4, 2024.

HWA reviewed the following documents for compliance with Chapter 16.20 of the Poulsbo Municipal Code (PMC):

- A report titled "Geotechnical Engineering Report – Johnson Residential Development – Parcel Numbers: 232601-4-001-2009, 242601-3-003-2008, and 252601-2-047-2007 – Poulsbo, Washington, Prepared for: Montebanc Management, LLC, Project No. AS240561-02." By Aspect Consulting, a Geosyntec company, dated February 13, 2025.
- A report addendum titled "Geotechnical Engineering Report – Addendum, Johnson Residential Development, Kitsap County Parcel Numbers: 242601-3-018-2001, 242601-3-005-2006, and 242601-3-019-2000, Poulsbo, Washington, Project No. AS240561-03," by Aspect Consulting, a Geosyntec company, dated June 16, 2025.
- Plans titled "Civil Plans: Pinnacle at Liberty Bay Subdivision, City of Poulsbo, Washington," by ESM Consulting Engineers, LLC, dated June 20, 2025.

PROJECT BACKGROUND

A developer proposes to construct a residential development on six parcels (Kitsap County parcels 232601-4-001-2009, 242601-3-003-2008, 252601-2-047-2007, 242601-3-018-2001, 242601-3-005-2006, and 242601-3-019-2000) north of State Route 305 in Poulsbo, Washington.

It is understood that the proposed development will include about 106 to 116 residences and associated infrastructure. It is also understood that four geologic hazards are mapped on and within the area of influence of the parcels associated with the proposed development, including high landslide hazard, moderate landslide hazard, moderate erosion hazard, and moderate seismic hazard.

COMMENTS

HWA reviewed the aforementioned geotechnical documents for compliance with Chapter 16.20 of the PMC and identified the following deficiencies.

Application Submittal Requirements: Section 15.40.080 of the PMC states that the plans shall include “Designation of all critical areas and buffers, tree retention areas, natural vegetation protection areas, or other areas that are not subject to the grading activity.” Some of this information is not included in the civil plans prepared by ESM. HWA recommends that the civil plans be updated to include the required information.

Wet Weather Earthwork Limitations: Section 16.20.420E of the PMC states: “For new or redevelopment, clearing and grading may be limited by the city engineer to the period between May 1st and October 1st, unless the applicant provides an erosion and sedimentation control plan prepared by a professional engineer licensed in the state of Washington.” HWA recommends that Aspect inform the applicant of the requirement for an erosion and sedimentation control plan if earthwork is conducted outside the May 1 to October 1 timeframe.

Qualifications of Professionals: Section 16.20.720 of the PMC requires that critical area special reports include the resumes or a list of qualifications of the authors, to assist the Director in evaluating their expertise. While HWA acknowledges that the authors of Aspect’s reports are qualified professionals, the geotechnical reports should still be updated to include either the authors’ resumes or a summary of their qualifications, in accordance with code requirements.

Geotechnical Report Requirements: Section 16.20.760A of the PMC states that geotechnical reports must include a description of the location and characteristics of springs within 1,000 ft of the site. Aspect’s February 13, 2025 geotechnical report indicates that springs were observed somewhere within the three western parcels, but the locations of the springs were not noted. Also, the locations of springs within 1,000 ft of the site were not noted in either of Aspect’s reports. HWA recommends that Aspect revise its reports to include the required information.

Although the PMC does not explicitly require that geotechnical reports include a map showing geologic hazard areas, buffers, and proposed improvements, it does require that the report evaluate the spatial relationships between hazard areas and the proposed development (e.g., proximity of structures to hazards, adequacy of buffers, etc.). Without a map, it is difficult for the reviewer and Director to assess the credibility of Aspect’s spatial analyses. Additionally, because buffer and setback modifications may be allowed or required based on site-specific conditions, the report must clearly demonstrate compliance with or justification for the proposed configurations. To assist both HWA and the Director in understanding these spatial relationships,

HWA recommends that Aspect update its reports to include maps showing geologic hazard areas, recommended buffers/setbacks, and the location of proposed improvements.

General Comment: Both of Aspect's geotechnical reports state "At the time of this report, design plans and construction methods have not been finalized, and the recommendations presented herein are based on preliminary project information. If project developments result in changes from the preliminary project information, Aspect should be contacted to determine if our recommendations contained in this report should be revised and/or expanded upon." It is not clear to HWA if Aspect has been contacted to determine if the recommendations contained in their reports should be revised and/or expanded upon. If the preliminary project information has changed since Aspect prepared their reports, HWA recommends that Aspect be given the opportunity to determine if they need to revise or expand upon their initial recommendations.



This letter has been prepared to facilitate the City of Poulsbo's evaluation of permit submittal documents for the proposed Pinnacle at Liberty Bay project in Poulsbo, Washington. HWA reviewed geotechnical portions of the documents for compliance with Chapter 16.20 of the PMC. Review of non-geotechnical documents was completed for the sole purpose of verifying compliance with the recommendations in Aspect's geotechnical engineering reports. HWA's peer review does not diminish the responsibility of the applicant's geotechnical consultant to serve as the project's geotechnical engineer of record. Furthermore, the applicant's consultants are responsible for preparing a design suitable for site conditions.

If you have questions or comments, or if we can be of further service, please contact Steven Wright at 425.774.0106 or at swright@hwageo.com.

Sincerely,

HWA GEOSCIENCES INC.

A handwritten signature in blue ink, appearing to read "Steven R. Wright".

Steven R. Wright, P.E.
Geotechnical Engineer, Vice President