

City of Bainbridge Island

**Application for 2-Lot Subdivision Preliminary Plat  
2-lot Subdivision Narrative/Statement of Intent  
12-10-2020**

Tax Parcel Ref: 222502-03-0637-2003

Owner: Ken Mey

Area: 4.93 acres

Zoning: R-0.4 (single family residential)

**Background:**

This narrative lays out the intent, rationale, and property-related information relevant to the subdivision application. The property has been owned by Mr. Mey for a number of years with the intent of eventual sale for residential use. It is situated outside the Winslow Master Plan Study Area and as such qualifies for subdivision under the COBI's development rules. The owner's intent is a simple 2-lot subdivision with no concurrent development or improvements. Any improvements, construction design/permit, etc. would be at the behest of a subsequent owner.

The parcel has been fully surveyed, including the two planned subdivision lots. Permanent lot corners are in place. A city-approved extension to an existing private access road was installed in 2019, including the necessary emergency vehicle turnaround. The anticipated residential use of the two future lots is entirely in keeping with the use profile of adjacent real properties. Application for private septic and well permits will be timely made with the Kitsap County Health Department. Satisfactory soil logs on both prospective lots were performed in 2019 and conveyed to City Engineering. In addition, a Site Assessment Review for both the road and subdivision was prepared and approved by the COBI (SAR80219). All necessary permits (clearing, fill and grade, etc.) were also obtained and fees paid. The \$6063 and \$635 respective fees for the preliminary plat application and the Kitsap County Health Department process were mailed to COBI 12-10-2020 (USPS Tracking #70191120000118657223). An appointment with COBI staff for the Preliminary Plat conference call is pending.

The property is somewhat secluded, given its location at the terminus of a dead-end private road. The entire parcel and much of the adjacent area are thickly forested, consisting of a mixture of second/third growth timber including alder, Douglas fir, and some western red cedar. Native bushes such as salal, ferns, blackberries, etc. are present throughout the parcel. The subject and surrounding parcels were selectively logged approximately 20 years ago.

This application for a 2-lot subdivision strictly adheres to the mandated 4-step development process, which is addressed below. Given the expansiveness of the prospective lots, considerable latitude exists to provide generous Secondary Natural Areas (SNA), which in aggregate satisfy Native Vegetation Protection Area requirements. An associated Natural Area Management Plan has been prepared and accompanies the Land Use Application. Both lots exceed the 100,000 square foot minimum size, with each homesite identified as occupying the maximum 12,000 square feet. Requisite road and perimeter buffers are encompassed within the composite SNAs. Each lot's relevant SNA serve as expansive and interconnected perimeter buffers. Collectively the aggregate SNAs exceed 65% of the total parcel, effectively qualifying for ARPA status designation. The Homesite's location is deemed to be centrally located in each lot, with sufficient adjacent area outside the SNA to accommodate siting to ensure mindful protection of topographical features, minimize

tree cutting and soil disturbance. Moreover, the lot areas are large enough to allow considerable latitude in the location of future primary and secondary septic systems and private water wells. Actual Homesite area constitutes far less than the maximum allowable 35%, instead it is approximately 11% of lot area. Driveway access can emanate from the designated turnaround for either one or both lots. Lot 2 could have driveway access off the private access road rather than from the turnaround.

A detailed and thorough Site Assessment Review (SAR 80219) for the subdivision was prepared, submitted and approved in 2019. This SAR addressed future development ensuring integration of low impact development practices to the maximum extent practicable. All aspects of the road, land development, and stormwater drainage were satisfactorily addressed. A Groundwater and Stormwater Management Plan was prepared and accepted by Engineering. A host of related supporting critical area, zoning, and topographical maps were included with the SAR. Recent discussion with the City's Engineering staff reveals, that a second SAR (80219B) for the actual subdivision is required, principally to address Washington state's 2014 Stormwater Maintenance Plan minimum hard surface requirement on a conceptual basis. This has been done. Please note, the subdivision application does not include any additional civil improvements or other earth disturbances.

#### **Four Step Development Process:**

This Land Use Application explicitly follows the prescribed development process, to wit:

##### **Step 1: Delineate Natural Areas**

The attached proposed site plan worksheet (Excel file: Project Site Plan @ 10-30-2020.xlsx) and supporting area calculations explicitly identify and quantify those areas set aside as Secondary Natural Areas (SNA), there being no Critical /Shoreline/SEPA areas within the parcel. SNA are interconnected/contiguous and include requisite road buffer and perimeter buffers. In total, SNA comprise more than 65% of the parcel area. The 65% includes a factor by virtue of which ARPA designation (Aquifer Recharge Protection Area) is required. Note, that all R-0.4 zoned land is deemed ARA (Aquifer Recharge Area). These dedicated and interconnected SNAs are intended to conserve the existing mixed conifer and deciduous growth in all stages of maturity. A Natural Area Management Plan has been prepared and is attached with this Land Use Application. It will also be made available to Kitsap County.

##### **Step 2: Locate Homesite and Community Space**

Each lot's homesite is sized to meet the 12,000 square foot maximum area and each lot exceeds 100,000 square feet, thus satisfying subdivision dimensional standards. The homesites are tentatively centrally located within each lot, with the recognition, that there is considerable non-SNA area to allow flexibility for actual future homesite location, thereby promoting minimization of tree cutting, minimization of soil disturbance, and avoidance of adverse topographical issues. Homesite disturbance is far less than the required maximum of 35% of the lot; in actuality this percentage is closer to 11%. Location of primary and secondary/reserve septic system and well can be located within a SNA, but there is sufficient area outside the SNAs to accommodate these. Lastly, Community Space is not required for short subdivisions (see BIMC 17.12.050.B). Similarly, none of the parcel has been dedicated for public use. Because there is no building design, the identification of minimum setbacks is more appropriate once a future owner/developer has applied for a building permit. However, they have been shown on the provision Homesite sketch.

Utilities can readily be provided in the same cost-effective and efficient manner as with all adjacent residential properties. Underground electrical and telecommunication service can be extended along the access road. Private well and septic systems can be installed without interference to adjacent properties; they can be installed within the SNA, the Homesite Area or the Lot area outside the Homesite but outside the SNA. Soil logs were successfully completed and reported to City Engineering in 2019. These SNAs will support both septic facilities and stormwater drainage. This parcel does not require construction of dedicated stormwater

facilities. Because no additional physical development will be undertaken under this Land Use Application, actual siting and installation of the septic system will be the responsibility of a future lot owner. The approval for septic and well will be obtained under this Application with the Kitsap County Health Department.

All required minimum perimeter and road buffers are included in the areas declared SNAs. The expansiveness and interconnectivity of these SNAs have the potential to serve creation of walking trails. Currently there are no trails save for those that are animal-based.

#### Step 3: Define Access

A rock-based, permeable surface private access road was constructed to COBI standards in 2019. The road was inspected and approved by the City. This access is an extension of an existing private road, which intersects with Sportsman Club Road. There are currently three residential homesites served by this private road. That portion of the access road serving this subdivision application includes the required emergency vehicle turnaround at its terminus.

#### Step 4: Draw Lot Lines

Lot lines were surveyed and documented by Adam, Goldsworthy, and Oak (AGO Land Surveying, LLC) in 2018 per their drawing #6601M, which was also submitted to the COBI in conjunction with SAR80219. All lot corners are permanently staked with iron pipe and were also abundantly flagged. Line of sight paths between stakes were also cleared in 2019. AGO has been retained to prepare both Preliminary and Final plats.

#### **BIMC and RCW Compliance:**

I believe this 2-lot subdivision Land Use Application is fully compliant with relevant sections of the COBI Municipal Code and Washington RCWs. In particular:

RCW 58: Boundaries and Plats (58.17.020,0.033,040,.060)

##### BIMC Title 2.16.040 (Site Plans and Design Review)

1. Intended use of the land: Residential subdivision/2-lots/for eventual sale
2. Phasing: There is no phasing involved
3. Sequencing/timing: Presumed lot sale within 1 year
4. Proposed land ownership: Private residential owner/developer
5. Commercial/residential components: No commercial, strictly residential
6. Decision criteria (BIMC 2.16.040): Criteria satisfied

##### BIMC Title 15: (buildings and construction)

- 15.19: Site Assessment Review (SAR)
- 15.20: Surface Water and Stormwater Management (SAR)
- 15.21: Storm Water Facilities Management Plan (SAR)

##### BIMC Title 16 (land use review procedures)

##### Title 17 (subdivisions and boundary line adjustments)

##### Homesite Standards BIMC 17.12.060, 17.12.070

##### 17.12.060.A: Homesite Area

1. Each Homesite is set at the maximum of 12,000 s.ft.
2. Each Homesite is strictly residential in nature.
3. Noted re future compliance
4. No PNAs present; Homesites outside ARPA.

##### 17.12.060.B: Homesite Siting

1. Homesites maintain natural site features and minimize disturbances
2. Homesites facilitate efficient land use and limit disturbances

3. No clustering, so n/a  
Table 17.12.060-1: R-0.4 compliance  
17.12.070: General Residential Subdivision Standards

- A. Constrained Lots: n/a
- B. Preexisting Lots: n/a
- C. Platted Lots: Noted and complied with
- D. Noted and complied with
- E. Remaining Area: Secondary Natural Areas established
- F. Site Disturbance: Noted and complied with
- G. Compatibility: Lots are compatible with adjacent development and construction should do not obstruct views
- H. Dimensional Standards: In compliance with Table 17.12.070-1

Title 18 (dimensional standards)

Washington state 2014 Stormwater Management Plan

The minimum required conceptual 4,000 square feet of hard surface area for each lot is provided for via (1) a pervious residential driveway and (2) a conceptual roof surface within the Homesite. See Excel file: Project Site Plan @ 10-30-2020.xlsx

### **Two-Lot Subdivision Administrative Provisions:**

This Land Use Application is for a basic subdivision of one parcel into two qualifying residential single-family lots of essentially equal size. Because of its simplicity, such subdivisions are accorded under various provisions of the BIMC the opportunity to request waivers which, if granted by the Planning Director, allow for a simplified application process. *I respectfully request all such waivers.*

As a 2-lot subdivision the BIMC explicitly allows excusal from certain processes. These include the Conceptual Proposal Meeting, Design Guide Review, Planning Committee, Public Meeting. A formal Site Plan is also not required, although I am providing such; see Excel file mentioned above. I am not requesting a waiver for the Pre-Application Process (allowed per BIMC 2.16.020.I.4) I have rather thoroughly reviewed pertinent sections of the BIMC, so I believe I have a reasonable knowledge of the permitting procedures. Key among these is BIMC 2.16.070 Short Subdivisions. This Land Use Application reflects my desire to fully comply where required, but also to cooperatively avoid unnecessary steps so as to keep the process as simple and efficient as possible for all concerned.

This 2-Lot subdivision application is expressly for single-family residential use consistent with its long-standing R-0.4 zoning. This application does not involve a building permit nor does the subdivision constitute a change in use. Consequently, as permitted under 2.16.040.2.a,b I believe available waivers by the Planning Director are justified.

Similarly, under the provisions of 2.16.040.D.1,2, and 3 re Preapplication Conference, it would appear both the Conceptual Proposal Review and the Design Guidance Review meetings are waivable. This 2-lot subdivision cannot realistically be considered "complex or controversial" (2.16.020.I.3). I think simplicity, efficiency, and materiality should be considerations. Thank you for considering this two-lot subdivision Preliminary Plat Master Land Use Application. I appreciate your time and efforts in doing so. Please find attached the following documents in PDF form:

1. Narrative/Statement of Intent
2. Natural Area Management Plan
3. Master Land Use Application (P100) Pre-Application Conference
4. Proposed Site Plan and supporting computations (Excel spreadsheet and Word files converted to PDF)
5. Approved SAR (80219)
6. 20 Foot Contour Map
7. ARC GIS Parcel Map
8. AR GIS Parcel Map with Homesite
9. ARC GIS Vicinity Map

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Please Note: The \$6,063 preliminary plat application fee and the \$635 Kitsap County Health Department fee checks were mailed to COBI 12-10-2020, USPS Certified Mail Tracking #70191120000118657223. Also, I am in the process of working with the Kitsap County Health Dept. re septic and well permitting. I assume the City's Planning Dept. will convey the necessary site plan information to KCPHD in conjunction with the Preliminary Plan Application process.

Fln: bbi/subdivision application/subdivision narrative final @ 12-10-2020

12-12-2020 @ 1730



