



Rafe Wysham  
Director

## KITSAP COUNTY DEPARTMENT OF COMMUNITY DEVELOPMENT

*To enable the development of quality, affordable, structurally safe and environmentally sound communities.*

### Notice of Administrative Decision

**Date:** 11/10/2025

**To:**

Christopher & Nichole Fraizer, [fraiz55@yahoo.com](mailto:fraiz55@yahoo.com)

**RE:**

**Permit Number:** 24-02151

**Project Name:** FRAIZER - Preliminary Short Plat 9 Lots - SP# 7469

**Type of Application:** P SP

The Kitsap County Department of Community Development has **APPROVED** the land use application for **24-02151 FRAZIER - P SP**, **subject to the conditions outlined in this Notice and included Staff Report.**

**THE DECISION OF THE DEPARTMENT IS FINAL, UNLESS TIMELY APPEALED TO THE KITSAP COUNTY HEARING EXAMINER ON OR BEFORE 14 DAYS FROM THE DATE OF DECISION PER KITSAP COUNTY CODE 21.04.290.**

The written appeal shall be made on, or attached to, an appeal form titled: *'Appeal/Objection of an Administrative Decision'* found on DCD's website, through the Online Permit Application Portal: <https://app.oncamino.com/kitsapcounty/login>.

Please note affected property owners may request a change in valuation for property tax purposes, notwithstanding any program of revaluation. Please contact the Assessor's Office at 360-337-5777 to determine if a change in valuation is applicable due to the issued Decision.

The complete case file is available for review by contacting the Department of Community Development; if you wish to view the case file or have other questions, please contact [help@kitsap1.com](mailto:help@kitsap1.com) or (360) 337-5777.

**CC:**

Architect: Emily Russell Landscape, [emily@erla.land](mailto:emily@erla.land)

Authorized Agent: Ron Cleaver Jr, [ron@rdcjengineering.com](mailto:ron@rdcjengineering.com)

Engineer: Ecological Land Services, Inc, [joanne@eco-land.com](mailto:joanne@eco-land.com)

Surveyor: AES Consultants, [aes@bainbridge.net](mailto:aes@bainbridge.net)

Surveyor: Gary Chapman, [gcaes@bainbridge.net](mailto:gcaes@bainbridge.net)

**Interested Parties:**

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Jeremy Stitt, [stitt.jeremy@gmail.com](mailto:stitt.jeremy@gmail.com)

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Judith Krigsman, [KRIGSMAN83@msn.com](mailto:KRIGSMAN83@msn.com)

24-02151, FRAZIER – P SP  
11/10/2025

Kitsap County Health District, MS-30  
Kitsap County Public Works Dept., MS-26  
Dept of Archaeological Historic Preservation  
Point No Point Treaty Council  
Port Gamble S'Klallam Tribe  
Puyallup Tribe  
Skokomish Tribe  
Squaxin Island Tribe  
Suquamish Tribe  
Parks  
Navy  
Kitsap Transit  
Central Kitsap Fire District  
Central Kitsap School District  
Puget Sound Energy  
Water Purveyor -North Perry  
Kitsap PUD 1  
WA State Dept of Ecology-SEPA  
WA State Dept of Ecology-Wetland Review  
WA Dept of Fish & Wildlife  
WA Dept of Natural Resources  
WA State Dept of Transportation  
DCD Staff Planner: Peggy Bakalarski



## Kitsap County Department of Community Development

November 4, 2025

Christopher & Nichole Fraizer  
3020 NE Sylvan Way  
Bremerton, WA 98310

RE: Short Subdivision # 7469 - Fraizer  
Permit No. 24-02151  
Tax Account No. 062402-3-002-2002

Dear Applicant:

This is to inform you that the above-referenced short subdivision has been granted **preliminary** approval.

This decision is in compliance with Kitsap County Code 21.04 Land Use and Development Procedures. All applicable criteria have been met for preliminary short subdivision in accordance with Kitsap County Code Title 16.48 short subdivision.

The Department has further determined that the land segregation as it is presented in the preliminary short subdivision, received 05/23/2024 by the Department of Community Development, conforms or will conform subject to conditions set forth in this letter, to the following:

1. Kitsap County Code Title 17 Zoning;
2. Kitsap County Code Title 12 Storm Water Drainage;
3. Kitsap County Comprehensive Plan and subarea plans;
4. Kitsap County Critical Areas Ordinance;
5. And all other elements of the Kitsap County Code that pertain to this land segregation.

Approval is subject to the following conditions:

### **LAND USE**

1. Adhere to all elements and requirements set forth in Kitsap County Code 16.48.
2. The following condition shall be added to the face of the final short subdivision. Building permits issued on a lot in this short subdivision may be subject to impact fees pursuant to Kitsap County Code.
3. The names of the roads in this land segregation shall be approved by Community Development prior to final subdivision approval.

4. All required permits shall be obtained prior to commencement of land clearing, construction and/or occupancy.
5. The decision set forth herein is based upon representations made and exhibits contained in the project application (24-02151). Any change(s) or deviation(s) in such plans, proposals, or conditions of approval imposed shall be subject to further review and approval of the County and potentially the Hearing Examiner.
6. The authorization granted herein is subject to all applicable federal, state, and local laws, regulations, and ordinances. Compliance with such laws, regulations, and ordinances is a condition to the approvals granted and is a continuing requirement of such approvals. By accepting these approvals, the applicant represents that the development and activities allowed will comply with such laws, regulations, and ordinances. If, during the term of the approval granted, the development and activities permitted do not comply with such laws, regulations, or ordinances, the applicant agrees to promptly bring such development or activities into compliance.
7. Existing native vegetation shall be retained on the site except for areas to be cleared for the construction of the new residence as depicted on land use approval.
8. Landscaping shall be installed and maintained in conformance with the requirements of Kitsap County Code 17.500. Landscaping shall be installed and inspected prior to requesting a final inspection or guaranteed by means of an assignment of funds or bonded in the amount of 150 percent of the cost of installation.
9. Required Minimum Zoning Setbacks- Minimum Front: 20 feet for garage/carport; 10 feet habitable area. Minimum Side: 5 feet. Minimum Side: 5 feet. Minimum Rear: 10 feet; 20 feet for garage/carport, if used as access.
10. This permit shall comply with all of the conditions of approval of the land segregation for Fraizer PSP, and application # 24-02151.
11. The following zoning note shall be placed on the face of the plat as a condition of PSP approval, and for Final Plat approval. "New or remodeled structures within the Illahee View Protection Overlay may not exceed twenty-eight feet. Kitsap County will not enforce vegetation height standards." (KCC 16.48.020 C)

### **SURVEY**

1. At the time of submittal of the final short subdivision a title certificate, current to within 30 days, is required. Please note or delineate on the face of the final short subdivision all pertinent special exception items in Schedule "B" of the title certificate.
2. All private roads shall be labeled as tracts and constructed in accordance to Fire Code requirements. Ten feet for utility easement shall be provided on each side of private road tracts.

3. Access to all lots shall be from roads within the proposed plat boundaries. A note to this effect shall be placed on the Final Plat.
4. Proof of registration of the Homeowner's Association (16.04.080.E) HOA is to be registered with the secretary of state office.
5. CC&R's are required. (16.04.080.E). Language regarding conveyance of access tracts, stormwater tracts to HOA and language regarding maintenance responsibilities are to be in the CC&R's and on the face of the short subdivision.
6. Private roads in a separate access tract, to be conveyed to the HOA (16.24.040.A) Separate access tract (not an easement) needs to be depicted and conveyance language to the HOA is on the face of the plat and in the CC&R's.

### **STORMWATER**

1. Construction plans and profiles for all roads, storm drainage facilities and appurtenances prepared by the developer's engineer shall be submitted to Kitsap County for review and acceptance. No construction shall be started prior to said plan acceptance.
2. Approval of the preliminary plat shall not be construed to mean approval of the total number of lots or configuration of the lots and tracts. These parameters may be required to be revised for the final design to meet all requirements of Kitsap County Code Titles 11 and 12.
3. The information provided demonstrates this proposal is a Large Project as defined in Kitsap County Code Title 12 and as such will require a Full Drainage Site Development Activity Permit (SDAP) from Development Engineering.
4. Stormwater quantity control, quality treatment, and erosion and sedimentation control shall be designed in accordance with Kitsap County Code Title 12 effective at the time the SDAP (or Building Permit if no SDAP required) application is deemed fully complete. The submittal documents shall be prepared by a civil engineer licensed in the State of Washington. The fees and submittal requirements shall be in accordance with Kitsap County Code in effect at the time of SDAP application or Building Permit if an SDAP is not required.
5. Any project that includes off-site improvements that create additional hard surface such as lane widening, sidewalk or shoulder installation or intersection channelization shall provide stormwater mitigation in accordance with Kitsap County Code Title 12.
6. The site plan indicates that greater than 1 acre will be disturbed during construction. This threshold requires a National Pollutant Discharge Elimination System (NPDES) Stormwater Construction permit from the State Department of Ecology. More information about this permit can be found at: <http://www.ecy.wa.gov/programs/wq/stormwater/construction/html> or by calling Melinda Wilson at 360-870-8290, email [melinda.wilson@ecy.wa.gov](mailto:melinda.wilson@ecy.wa.gov). This permit is required prior to issuance of the SDAP. Processing time for NPDES permit is a

minimum of 37 days.

7. The application indicates that a significant quantity of grading material will be imported to and/or exported from the site. Typically, this means five or more trucks entering/leaving the site per hour. Because of this a vehicle wheel wash must be included as an element of the siltation erosion control plan.
8. On-site infiltration systems should be used as a first priority for the individual lots. A secondary drainage system may be used on lots where infiltration is not feasible. Prior to final plan acceptance the design engineer shall provide either a design of the individual infiltration systems or the secondary system(s) serving each lot. Maintenance of either of these systems will be the responsibility of the homeowner.
9. Individual on-site infiltration systems may be used instead of a secondary drainage system and will be required on lots that cannot be directed to the secondary system. The engineer shall submit a detailed site and grading plan showing the location and design of those proposed stormwater infiltration systems to Development Engineering with the SDAP submittal. Prior to issuance of building permits, the property owners shall submit a sketch for approval by Development Engineering, showing the design and location of the proposed stormwater infiltration systems. Maintenance of these systems will be the responsibility of the homeowner.
10. The impervious area per lot accounted for in the overall drainage facilities installed shall be indicated on the face of the final plat. Additional impervious surfaces created on an individual lot beyond the amount accounted for in the overall drainage facilities shall be mitigated in accordance with Kitsap County Code Title 12 and may require a Site Development Activity.
11. The following shall be added to the face of the Final Plat, under the heading Notes and Restrictions:
  - a. Maintenance of roof and yard drains and appurtenances shall be the responsibility of the individual homeowners.
  - b. All runoff from roof and yard drains must be directed so as not to adversely affect adjacent properties.
  - c. All lots are obligated to accept road drainage at the natural locations after the grading of streets is complete.
  - d. This Plat is subject to all elements of the Declaration of Covenants Conditions and Restrictions (CC&R's) recorded under Auditor File Number [#####]
  - e. No owner or occupant may obstruct or re-channel the drainage flows after location and installation of drainage swales, storm sewers or storm drains. It is expressly understood that any alteration of the water flow shall be completed only after approval by Kitsap County Department of Community Development.

12. The following condition shall be added to the face of the Final Plat: At the time of submittal of a building permit for any lot within this plat, soil amendment is required for all disturbed areas not covered by hard surface.
13. Prior to recording the Final Plat, soil amendment is required over all disturbed areas within Tracts that are not covered by hard surface; provided that in the event completion of a Recreational Tract has been bonded, soil amendment shall be completed prior to expiration of the bond covering that work.
14. The owner shall be responsible for maintenance of the storm drainage facilities for this development following construction. Before requesting final inspection for the SDAP (or for the Building Permit if an SDAP is not required) for this development, the person or persons holding title to the subject property for which the storm drainage facilities were required shall record a Declaration of Covenant that guarantees the County that the system will be properly maintained. Wording must be included in the covenant that will allow the County to inspect the system and perform the necessary maintenance in the event the system is not performing properly. This would be done only after notifying the owner and giving him a reasonable time to do the necessary work. Should County forces be required to do the work, the owner will be billed the maximum amount allowed by law.
15. Prior to recording the Final Plat, all work associated with the required Site Development Activity Permit shall be completed, including approval of all required inspections, and submittal of all engineer's certifications or other documentation required by the Site Development Activity Permit.
16. If the project proposal is modified from that shown on the site plan approved for this permit application, Development Engineering will require additional review and potentially new conditions.

### **TRAFFIC & ROADS**

1. At building permit application, submit Kitsap County Public Works Form 1601 for issuance of a concurrency certificate, as required by Kitsap County Code 20.04.030, Transportation Concurrency.
2. Prior to recording the Final Plat, vehicular access shall be constructed to provide access to all proposed lots.
3. The interior roads of the proposed plat shall be designed and constructed in accordance with Fire Marshal standards for emergency vehicular access.
4. The following shall appear on the face of the Final Plat, under the heading Conditions:
  - a. All interior roads shall remain private. Should the applicant or his successors or assigns choose to dedicate these roads to Kitsap County, it shall be subject to a further review by Kitsap County Development Services and

- Engineering. All improvements necessary to bring said road to the current Kitsap County standards shall be done at no expense to the County, prior to being accepted into the Kitsap County Road system for maintenance.
- b. All lots shall access from interior roads only.
  - c. The property owners within the plat shall be responsible for maintenance of all landscaping within the existing and proposed right of way including any structures other than roadway, storm drainage facilities and traffic signage. Maintenance shall include, but not be limited to, mowing of lawn areas.
5. Sidewalk ramps shall conform to the current requirements of the Americans with Disabilities Act per WSDOT standard plans at the time of construction.
  6. The property owners shall be responsible for maintenance of all landscaping within the existing and proposed right-of-way including any structures other than roadway, storm drainage facilities, and traffic signage. Maintenance shall include, but not be limited to, mowing of lawn areas. A note to this effect shall appear on the accepted construction plans. In addition, Development Engineering reserves the right to require that covenants be recorded to address special maintenance requirements depending on final design.
  7. Frontage improvements are required along the entire property frontage on NE Sylvan Way and shall consist of 14-foot-wide travel lane, vertical curb, gutter and 6-foot sidewalks.
  8. Provide surveyed cross-sections at 50-foot intervals along the parcel frontage on existing fronting roads where access is proposed. The cross-sections shall show existing and proposed pavement, shoulders, ditches and slopes. The cross-sections shall also depict centerline of pavement and right-of-way, the right-of-way lines, and easements.
  9. The Site Development Activity Permit (or Building Permit, if an SDAP is not required) shall include plans for construction of the road approach between the edge of existing pavement and the right-of-way line at all intersections with county or state rights-of-way. Approaches to county rights of way shall be designed in accordance with the Kitsap County Road Standards as established in Chapter 11.22 of the Kitsap County Code. Approaches to state rights of way shall be designed in accordance with current WSDOT standards. Existing approaches may need to be improved to meet current standards.
  10. Any required sidewalk shall be constructed prior to roadway paving. This note shall appear on the face of the final construction drawings.
  11. The developer's engineer shall certify that there is adequate entering sight distance at all project intersections with County rights of way or State rights of way. Such 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 sight distance shall meet the requirements of the Kitsap County Road Standards for county rights of way and shall meet WSDOT requirements for state rights of way. The certification shall also note necessary measures to correct and maintain the minimum sight triangle. The required information shall be submitted with the SDAP, or with the commercial building permit application, if an SDAP is not required.

12. Any work within the County right-of-way shall require a Public Works permit and possibly a maintenance or performance bond. This application to perform work in the right-of-way shall be submitted as part of the SDAP process, or Building Permit process, if a SDAP is not required. The need for and scope of bonding will be determined at that time.

### **ENVIRONMENTAL**

1. There shall be no clearing of vegetation or grading in the buffer area, as is depicted on the approved site plan. Prior to any clearing or development, please contact Development Services and Engineering Environmental staff at (360) 337-5777 to confirm buffer boundaries.
2. Permit approval subject to chapter 19.300.315 of Kitsap County Code, which states that buffers or setbacks shall remain undisturbed natural vegetation areas except where the buffer can be enhanced to improve its functional attributes. Refuse shall not be placed in buffers.
3. Subject to the conditions of the Geotechnical report by The Riley Group, dated 10/5/23, associated with this permit and on file at the Department of Community Development.
4. Project shall follow the recommendations in the Critical Areas Report prepared by ELS, dated 9/25/23.
5. The SDAP will be reviewed to restore disturbed buffer areas to natural conditions per Ecology recommendations and made a condition of SDAP approval.

### **HEALTH DISTRICT**

1. Prior to final plat approval, building site applications from a licensed septic designer or P.E. must be submitted along with binding water letters for each proposed lot.
2. This permit shall comply with all Kitsap Public Health District regulations and conditions of approval.

### **SOLID WASTE**

1. Prior to SDAP approval, applicant shall provide documentation from the solid waste/recycling service provider that their requirements for this project have been met. Waste Management Northwest can be reached at [pnwcmsservices@wm.com](mailto:pnwcmsservices@wm.com) or 1-800-592-9995; their website is <http://wmnorthwest.com/kitsap/index.html>

Preliminary approval of this short subdivision will automatically expire five (5) years from the date of this letter. However, upon written request to the Department of Community Development by the original applicant and the current owner(s) of the subject property, at least thirty (30) days prior to expiration, a six (6) month extension may be granted.

Preparation of the final short subdivision shall be done in accordance with Kitsap County Code 16.48. All applicable conditions of preliminary approval must be addressed with the submittal of final short subdivision application. Submittals that do not address all conditions will be considered incomplete and returned without review. All of the above relevant conditions and any/all building setbacks and buffers established as conditions of approval must appear on the final short subdivision.

If you have any questions or comments regarding this letter, please feel free to contact **Peggy Bakalarski** for Survey matters; **Vee Robbins** for Stormwater and Traffic matters; **Jennifer Kreifels** for Land Use/Environmental matters; or **Vee Robbins** for Wastewater matters, all of whom can be reached at (360) 337-5777. Please contact **Sam Ader** for Health District matters at (360) 337-5285.

Sincerely,



11.4.2025

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Peggy Bakalarski, Project Lead

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Date



11.4.2025

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Bri Ellis, Development Engineering Program Manager

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Date

Cc:

Applicant/Owner: Christopher and Nichole Frazier, [fraiz55@yahoo.com](mailto:fraiz55@yahoo.com)

Surveyor: AES Consultants, Inc, [aes@bainbridge.net](mailto:aes@bainbridge.net), Gary Chapman, [gcaes@bainbridge.net](mailto:gcaes@bainbridge.net)

Architect: Emily Russell Landscape Architecture, [emily@erla.land](mailto:emily@erla.land)

Authorized Agent: Ron Cleaver Jr. with RDC JR ENGINEERING, [ron@rdcjengineering.com](mailto:ron@rdcjengineering.com)

Engineer: ECOLOGICAL LAND SERVICES, INC, [joanne@eco-land.com](mailto:joanne@eco-land.com)

Interested parties of record:

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