# Required Permit Questionnaire - Basic - Using an Approved Basic Plan - Single Family Residence, Garage/Accessory Structure or Duplex

**KITSAP COUNTY**
Department of Community Development

***By checking this box, you are acknowledging that you have read the full instructions for how to apply online with Kitsap County.**

**Click here to review the instructions: https://www.kitsapgov.com/dcd/Pages/onlineapp.aspx**

**Instruction Acknowledgement**
I agree

## *Filling out this form does not create your online permit.*

**Follow the steps below:**

**Step #1:** Fill out the form below and use as your required submittal items checklist.

**Step #2:** When complete, click "Email me my completed Questionnaire" at the bottom of the page, or save to resume later

**Step #3:** Download your completed form or access your email to save the completed questionnaire to your computer

**Step #4:** Log in to the Online Permit Center to apply for your permit and upload required submittal items

**For full instructions on applying for your permit, visit Online Permit Resource Page.**

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**Please select the type of basic plan:**
Using an Approved Basic - Single Family Residence

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## Required Submittal Items

**Permit Number: 20-04893**

# Your permit will not be reviewed until these items are uploaded to the Online Permit Center

**1. Required Questionnaire (this document)**

**2. Site Plans (if new septic system, use septic design) - would you like to see helpful hints?**
Yes

Helpful tips: Site Plan Requirements

**Commonly missed items on Site Plan**

- North Arrow
- Plan to scale and list scale
- At least one property line dimensioned (linear feet)
- Clearing Proposed, if not clearing write "No Clearing" on Site Plan
- Proposed and Existing Structures
- Road Name
- LP tank (if greater than 125')
- Designate Driveway and Parking Area: Minimum of 540 square feet unless subdivsion.

**3. Sewage Disposal - Select one of the following and provide documentation detailed in 5b.**
Existing Sewer

**Existing Sewer Submittal Documentation: Contact Kitsap Public Health District: http://www.kitsappublichealth.org/**

- Building Clearance for Sewered properties

**4. Water Supply**
Public Water System

**Water Provider Name:**
Silverdale Water District

**5. Stormwater Documentation - Complete the Stormwater Worksheet, which will determine Stormwater Submittal items that will be required for your project**

**6. Letter from Engineer and/or Architect allowing use of basic plan submittal**

Building permits approved utilizing a basic that will be constructed on an individual lot shall be accompanied by a site specific letter from the designer and Engineer of Record (when applicable) that

states the building design is appropriate for the lot. For buildings being constructed in a plat/subdivision, a blanket letter; that identifies all the lots, may be substituted for site specific letters. A copy of the plat map showing the lot locations shall be included in the blanket letter.

**Note:**

**Construction Plans, Engineered Plans, Engineered Calculations, and Energy Code Worksheet (unless modified) do not need to be provided by applicant, DCD will attach these items to your permit from the approved basic permit.**

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## Submittal Questions

**Are you the owner of the property?**
Yes

**Does the driveway use an easement to get onto the County Road?**
No

**Is your project in Manchester or Illahee?**
No

**Is the proposed structure equal to or more than 5,000 square feet?**
No

**Are fixture options changing from the approved established basic permit?**
No

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## *By checking this box, you are acknowledging that if you do not upload all required permit documents the processing of your permit will be delayed.

**Submittal Acknowledgement**
I agree

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**Additional reports that may be required based on site conditions:**

- Flood Elevation Certification
- Soil Management Plans

- Engineered Drainage Plans
- Engineered Drainage Report
- No Net Loss (Shoreline)
- Habitat Management Plan
- Shoreline, wetland, or stream habitat report
- Geotechnical Report
- Wetland Delineation Report
- Sieve Analysis

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# Project Information

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# Building Information - Single Family Residence or Duplex

**Your email address, where you would like your completed Required Permit Questionnaire Sent**
rroupe@envisionnorthwest.com

**Type of Project**
New

# Impact Fee Information

**Impact Fees (New Homes Only)**

Impact fees are charges authorized by Chapter 82.02 of the Revised Code of Washington (RCW) and imposed on new development activity that creates additional demand and need for public facilities. Kitsap County, in accordance with Kitsap County Code Title 4, Section 4.110, collects the impact fees for schools, roads and parks.

This fee can be deferred and paid prior to requesting your final building inspection.

**Would you like to defer your impact fees?**
No

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**Blue Address Signs are  Available, would you like to purchase one?**
No

**Brief description of project and use**

Construct a 1358 SF Single Family Townhome

**Primary Fuel Source**
Natural Gas

**Does the project include the installation of a Propane/LP tank?**
No

**Are there any existing structures on this parcel?**
No

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## Construction Plans

**Permit Number for Established Basic Plan:**
19-03646

**Basic Option you are using:**
Left Hand Swing, Elevation A6 Board/Batten, 18" Step Foundation, and Covered Deck

**Has your basic plan permit been approved?**
Yes

**Total Bedrooms:**
3

**Total Bathrooms:**
2

## Square Footage

**Main Floor Square Footage**
648.00

**Second Floor Square Footage**
635.00

**Basement - Unfinished Square Footage**

**Basement - Finished/Habitable Square Footage**

**Garge Square Footage**
581.00

**Garge Second Floor- Unfinished Storage Square Footage**

**Garge Second Floor- Finished or Habitable Space Square Footage**
75.00

**Carport - 2 Walls or Less Square Footage**

**Deck Uncovered Square Footage**
14.00

**Covered Porch Square Footage**
120.00

**Total Square Footage**
2,073.00

**Select all the options you will be using for your basic:**

Floor Plan (Bedroom/Den/Office)
Elevations (Elevation A, Elevation B)

**Please describe Floor Plan (Bedroom/Den/Office) options here:**
Replace exterior deck and stairs with a cantilevered covered deck.

**Please describe Elevations (Elevation A, Elevation B) options here:**
Elevation A6 Board and Batten

**Which elevation will you be using?**
Elevation A6 Board and Batten

**Does your floor plan bedroom count exceed Health District Approved count?**
Yes

**Contact Kitsap Public Health District: http://www.kitsappublichealth.org/ to increase your approved bedroom count.**

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## Utilities and Approach/Driveway:

**Is a power line already constructed to your building site?**
Yes

**Power Provider Name:**
PSE

**Are any other utilities already installed on the building site:**
Gas

**Provider Name(s):**
Cascade Natural Gas

**Road Approach/Driveway Type:**
New

**Road Approach/Driveway Material:**
6" Cement Concrete

A formal inspection is required prior to pouring Cement Concrete.

**Road Name the driveway/approach is on:**
TBD

**Nearest Crossroad:**
NW Hogan Lane

**How many residences are served by the approach/driveway?**
2

**Driveway: Kitsap County Code requires a minimum of 540 square feet of parking for historical lots or lots with no standing requirements. For subdivisions 360 square feet of parking must be located on site.**
Parking Spaces are shown on site plan

**Information Regarding Accessing Via an Unmaintained Right-of-Way**

If access to your building site crosses an unmaintained county road, a covenant is required per Kitsap County
Code Chapter 11.36.060(3). The covenant must be reviewed by the Department of Community Development
and recorded, prior to the final of your Building Permit. If your Road Approach requires a covenant you will be
notified during the Building Permit review process.

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## Lender Information:

**Does construction financing cost exceed $5,000?**
Yes

**Lender:**
Ascent Capital

**Lender Phone**
(425) 283-1643

**Lender Address**
500 108th Ave NE, STE 2000, Bellevue, Washington 98004

**Lender Email**
Joanna.mitzel@coldstream.com

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## Sewer Manhole

Section 710.1 of the Uniform Plumbing Code States:
Where a fixture is installed on a floor level that is lower than the next upstream manhole cover of the public or
private sewer serving such drainage, piping shall be protected from backflow of sewage by installing an approved type backwater valve.

**Is your residence below the elevation of the upstream manhole?**
Yes

If you checked yes, Kitsap County requires installation of a backflow prevention device at this residence and an inspection of this device will be required at time of plumbing inspection.

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## Legal Lot Determination

All properties that propose a new residence are reviewed for a legal lot determination (or how your lot was
created). To verify the following, you can look on your tax description, one way to locate is through Kitsap County Parcel Search.

**Choose which applies to this parcel**
Plat

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## Determining Setbacks

**Please see Residential Setbacks Brochure #47 to determine the setbacks for your lot, and provide them below:**

**Front Setbacks (True Front has driveway access)**
20

**Front Setbacks (Additional fronts: adjacent roadways/private easement)**
10

**Side Setbacks**
5

**Rear Setbacks**
10

## Additional Contacts:

**Do you have additional contacts you would like to add to your project, such as Contractors, Architects, Engineers?**
No

Clicking the "Create PDF of Complete Questionnaire" will email you a complete copy. If you are not finished, click the "Save" button to receive a link for you to finish later.

**This does not create your online permit.**