



PLANNING AND ECONOMIC DEVELOPMENT

200 NE Moe Street | Poulsbo, Washington 98370

(360) 394-9748 | fax (360) 697-8269

www.cityofpoulsbo.com | plan&econ@cityofpoulsbo.com

CITY OF POULSBO ADDENDUM TO STAFF REPORT

To: Hearing Examiner
From: Ashley Weller, Assistant Planner
Subject: Cedar View at Glennwood
Planning File No. P-11-04-25-02
Date: August 4, 2026

The Dauntless Townhomes staff report was distributed to the Planning Commission June 16, 2026. The Planning Commission Public Meeting was held July 28, 2026.

The following items occurred subsequent, at and after the Planning Commission meeting

1. New Exhibit 19: Staff Report Addendum dated August 4, 2026 (this document)
2. New Exhibit 20: Planning Commission Findings of Fact, Conclusion and Recommendation
3. New Exhibit 21: Planning Commission Meeting Minutes
4. New Exhibit 22: Notice of Public Hearing – affidavits of mailing, publishing, emailing, and posting

PLANNING COMMISSION
FINDINGS OF FACT, CONCLUSION AND RECOMMENDATIONS
PLANNED RESIDENTIAL DEVELOPMENT & PRELIMINARY SUBDIVISION APPROVAL

Planning Commission Meeting Date:	July 28, 2026
Project Proposal Name and Number:	Cedar View at Glennwood, P-11-04-25-02
Decision Maker:	Hearing Examiner

CONSIDERATION (PMC 19.40.040.D): The planning commission shall review all Type III applications at a public meeting and provide a recommendation to the review authority (Hearing Examiner). The planning commission may recommend that the review authority approve or approve with modifications the application if it complies with the applicable decision criteria. In all other cases, the planning commission shall recommend denial of the proposal.

The planning commission's recommendation shall be in writing and shall contain the following: (1) the recommendation of the planning commission; (2) any conditions included as part of the planning commission recommendation; and (3) findings of fact upon which the recommendation was based, and the conclusions derived from those facts.

FINDINGS:

Per [19.40.040.D](#) in order to grant a planned residential development, the following findings must be made:

- A. The proposal, through its design and submitted supporting documents, has clearly demonstrated it meets the stated purposes of this chapter.
- B. The proposal complies with all of the applicable provisions of this title, except those provisions from which deviation has been allowed under this chapter.
- C. The proposal provides overall site design features through its conceptual architectural renderings for the entire project, and has included open space areas, pedestrian walkways and connections, recreational amenities, and outdoor features.
- D. The proposal would not impair the integrity and character of the zoning district in which it is to be located.
- E. The site is physically suited for the type and intensity of land use being proposed.
- F. The proposal would be compatible with existing and future land uses within the general area in which the proposal is to be located by providing screening or buffering between parcels and providing consistency between any existing single-family subdivisions and the proposal.
- G. The proposal would preserve natural features and critical areas and would preserve and incorporate existing significant stands of trees within the project design as much as possible.
- H. There are adequate provisions for water, sanitary sewer, and public utilities (electric, gas, phone) and services to ensure that the proposal would not be detrimental to public health and safety.
- I. There will be adequate provisions for public access to serve the subject proposal, as well as providing for neighborhood connectivity as appropriate and as required by the city.
- J. The proposal is consistent with the comprehensive plan and the city's adopted development standards.
- K. There will not be significant unmitigated harmful effects upon environmental quality and natural resources.
- L. The proposed location, size and design of the proposal would not be detrimental to the public interests, health, safety or welfare of the city.

Per 17.60.040.A in order to grant a preliminary plat, the following findings must be made:

- A. The proposed preliminary subdivision conforms to the requirements of this title.
- B. The proposed preliminary subdivision conforms to the site requirements for the zoning district in which the property is located and/or other applicable zoning provisions.
- C. The proposed preliminary subdivision:
 - 1. Makes adequate provision for streets, roads, alleys, other public ways, and transit stops as required; and the proposed street system provides for the safe, orderly, and efficient circulation of traffic.
 - 2. Will be adequately served with water, sewer, storm drainage, and other utilities appropriate to the nature of the subdivision and meets all current and applicable standards.
 - 3. Makes adequate provision for parks, recreation, and playgrounds, as required.
 - 4. Makes adequate provision for schools and school grounds, as required.
 - 5. Makes adequate provisions for sidewalks and other planning features that provide safe walking conditions for students who walk to and from school.
 - 6. Makes adequate provisions for critical area protection pursuant to Chapter 16.20.
 - 7. Makes adequate provisions for fire and emergency access and protection.
 - 8. Serves the public interest and makes appropriate provisions for the public health, safety, and welfare.

CONCLUSION:

THE **PLANNING COMMISSION** has concluded that the proposed planned residential development (PRD) and preliminary plat is consistent with PMC 19.40.040.D and 17.60.040.A. Therefore, the Planning Commission respectfully recommends approval of Cedar View at Glennwood Application No. **P-11-04-25-02** to the Hearing Examiner per the recommendation below.

RECOMMENDATION:

The **PLANNING COMMISSION** recommends the Hearing Examiner:

- ☒ Approve the PRD and Preliminary Plat as conditioned in the staff report provided on 7/14/26 by Staff.
- ☐ Approve with modification the PRD and Preliminary Plat with the following conditions:
 - A.
 - B.
 - C.
- ☐ Denial of the application.

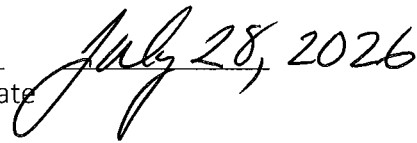
Recorded Motion on:		6/28/26		
Planning Commission Record of Vote				
Commissioner	Support	Oppose	Absent	Abstain
Kipps	✓			
Stevens	S			
Taylor			✓	
Schlachter	✓			
Strickon	M			
Nunes	✓			
Soller	✓			
Total:	6		1	

City of Poulsbo Planning Commission

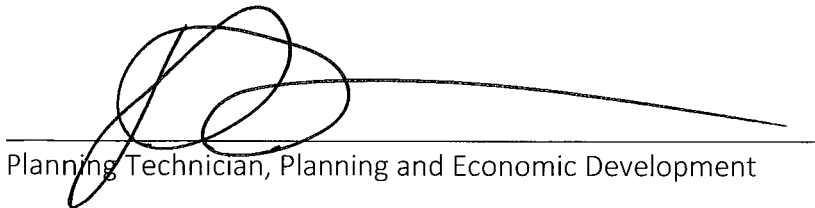


Mark Kipps, Chairman

Date

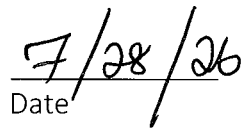


City of Poulsbo Planning and Economic Development



Planning Technician, Planning and Economic Development

Date





City of Poulsbo

Planning Commission Meeting

City Hall – 200 NE Moe Street



Subject	Meeting Minutes	Date	07/28/2026
Recorder	Tiffany Simmons	Start Time	6:00 pm
Committee Chair	Mark Kipps	Est. End Time	7:50 pm
Committee Members	Ray Stevens, Kate Nunes, Ray Taylor, David Strickon, Jim Schlachter, Joey Soller		
Staff Present	Heather Wright, Planning Director, Ashley Weller, Assistant Planner, Donald Washburn, Engineering Technician		

			Agenda
Time	No.	Topic	Details
6 pm	1.	Call To Order	
6:00 pm	2.	Pledge of Allegiance	
6:01 pm	3.	Modifications to the Agenda	Chair MK noted the quorum; no conflicts and all commissioners were present. None.
6:02 pm	4.	Approval of Minutes: 06/23/26	Commissioner RS motioned, Commissioner Jsch seconded. Chair MK abstained, All other Aye's.
6:03 pm	5.	Comments from Citizens	None
6:03 pm	7.	Presentation of Projects for Consideration	Public Meeting: Cedar View at Glennwood Estates PRD and Preliminary Plat- <i>AW presented.</i> JSch noted that on page 7, land division ordinance, paragraph 2, the wording "Subject to the recommended conditions of approval can then met" should be "has been met", AW noted. RS noted on page 3, condition of approval PW2 it stated "Lincoln Cottages" vs. the existing development, DW noted this update. Public Meeting Opened at 6:10 Applicant, Geoff Sherwin, shared that they have no concerns with the conditions as listed. Guest Nathaniel Goodale shared concern with the construction traffic and debris requesting a construction mitigation plan. DW shared some standards for construction including dust, mud, inspections and parking for construction vehicles. In addition, the applicant shared the potential for an additional construction access route and that neighbor communication is important. Guest Greg Newhouse asked for clarification on the additional construction access point via a driveway and that this will potentially cause issues with nearby homeowners. They then requested additional notification to the homeowners this drive backs up to this driveway. RS asked if the properties have legal access via the driveway, the



NOTICE OF PUBLIC HEARING

Planning and Economic Development Department

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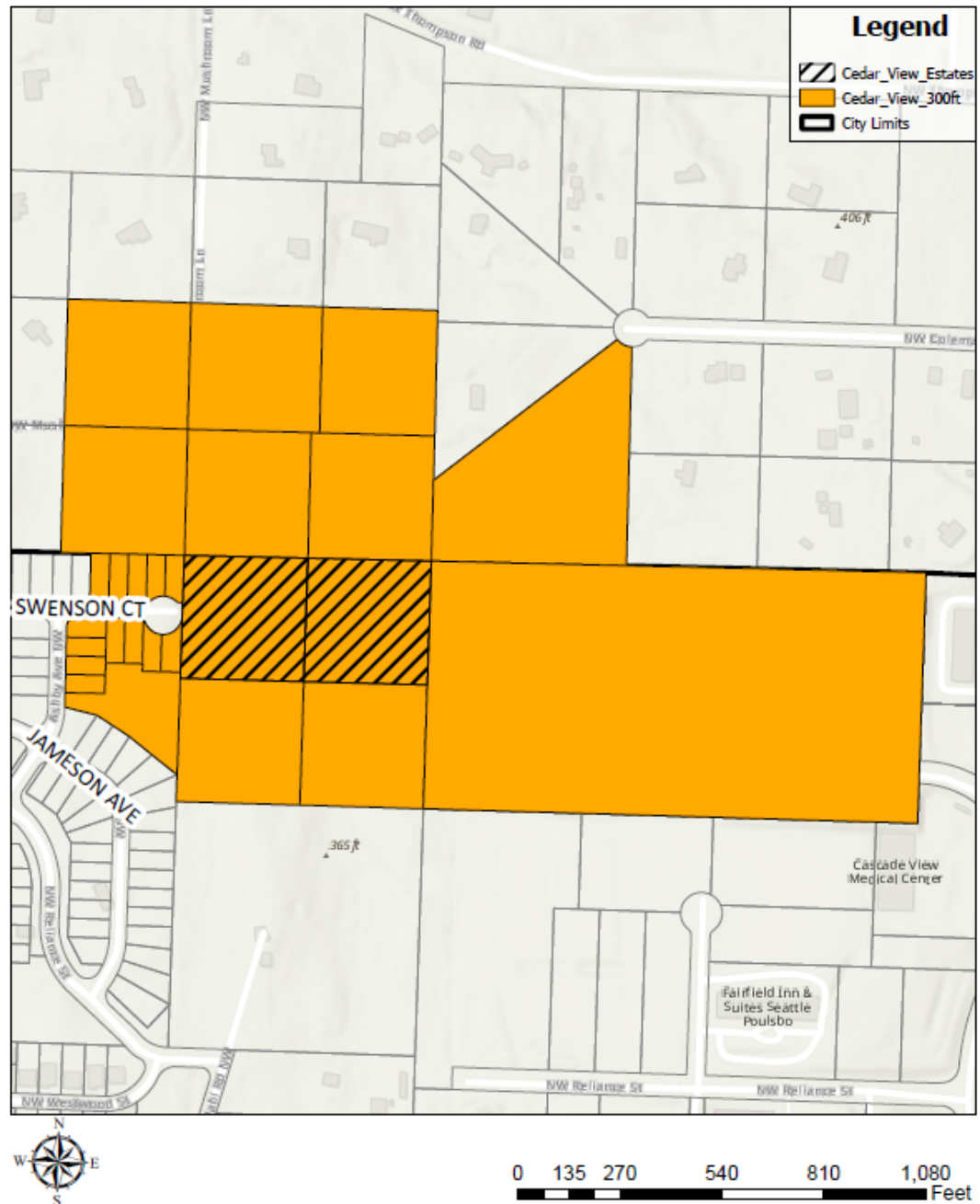
The public has the right to review contents of the official file for the proposed amendments, provide written comments, participate in any public hearings, and request a copy of the final decision.

Application Name:	Cedar View at Glennwood Planned Residential Development and Preliminary Subdivision	Permit No.	P-11-04-25-02
Permit Type:	III	Review Authority:	Hearing Examiner
Hearing Date:	Wednesday August 12, 2026 @ 10:00am , or soon thereafter as the agenda determines		
Hearing Location:	Public Hearings are being held as a hybrid virtual/in-person meeting at the web address and call-in number noted below and at Poulsbo City Council Chambers, 200 NE Moe Street, Poulsbo, Washington. This call in number: 253 215 8782 and meeting id: 864 6883 8536 are provided for virtual attendance, in addition to this webinar link: https://us06web.zoom.us/j/86468838536 .		
Requested Action:	All persons are invited to provide written and verbal testimony to the Hearing Examiner regarding the proposed project.		
Public Comment Methods:	Written comments may be mailed, e-mailed, or delivered to the City of Poulsbo. To ensure consideration, all written comments must be received prior to the closing of the public hearing. At the hearing, the public will have an opportunity to provide written and verbal testimony regarding the proposed project.		
Tax Parcels:	102601-2-017-2000 102601-2-018-2009		
Applicant:	KPFF 1601 Fifth Ave suite 1600 Seattle WA		
Project Description:	The applicant proposes a Planned Residential Development (PRD) and Preliminary Subdivision to create 22 single-family residential lots on approximately 4.92 acres in the Residential Low (RL) zoning district. The project includes new public streets, sidewalks, utilities, stormwater facilities, landscaped open space, tree retention and replanting areas, and associated infrastructure. Access is provided through an extension of NW Swenson Court with an internal network serving all lots. Common amenities include a grassy informal play area, picnic facilities, pedestrian walking trails, and preserved open space.		
Application(s) Under Review:	Planned Residential Development, Preliminary Subdivision, SEPA		
Environmental Review:	A Mitigated DNS was issued on July 6, 2026.		
Examination of File:	The application file may be examined online by going to https://ci-poulsbo-wa.smartgovcommunity.com/Public/Home > Applications > and search for permit # P-11-04-25-02. If you are unable to access the file, please call the staff contact for options		
Staff Report:	The staff report will be available for review at no cost at least 14 calendar days before the hearing and a copy will be provided at a reasonable cost.		
Staff Contact:	Ashley Weller, Assistant Planner; aweller@cityofpoulsbo.com; (360) 394-9747		

Notice Map

City of Poulsbo Planning Department

Notice Map:



THE CITY OF POULSBO STRIVES TO PROVIDE ACCESSIBLE MEETINGS FOR PEOPLE WITH DISABILITIES. PLEASE CONTACT THE POULSBO PED DEPARTMENT AT 360-394-9748 AT LEAST 48 HOURS PRIOR TO THE MEETING IF ACCOMMODATIONS ARE NEEDED FOR THIS MEETING.



NOTICE OF PUBLIC HEARING

The Hearing Examiner will review the application at a public hearing scheduled for **Wednesday August 12, 2026**, at **10:00 am**. At this meeting, the public will have an opportunity to provide written and verbal testimony regarding the proposed project.

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Applicant: KPFF | 1601 Fifth Ave suite 1600 | Seattle WA

Owner: Mary & Robert Figgus | 1315 Mushroom LN | Poulsbo WA 98370

Tax Parcels: 102601-2-017-2000 | 102601-2-018-2009

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Environmental Review: A Mitigated Determination of Significance (MDNS) was issued on June 24, 2026.

Staff Report: The staff report will be available for review at no cost at least 14 calendar days before the hearing.

Examination of File: The application file may be examined online by going to <https://ci-poulsbo-wa.smartgovcommunity.com/Public/Home> > Applications > and search for permit # P-11-04-25-02. If you are unable to access the file, please call the staff contact for options.

Staff Contact: Ashley Weller, Assistant Planner; aweller@cityofpoulsbo.com; (360) 394-9747

PUBLIC HEARING

The City of Poulsbo has received a permit application 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 meetings or hearings, and request a copy of the final decision.

**Public Hearing: Wednesday August
12, 2026 @ 10:00am or Soon thereafter**

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Planning Department
200 NE Moe St
Poulsbo, Washington 98370-7347

ALLEN WILLIAM N & ELIZABETH R
1197 NW Mushroom Ln
Poulsbo, WA 98370-7119

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NAUTA JEREMY & BAKER-NAUTA MICHELLE
22129 Jameson Ave NW
Poulsbo, WA 98370-9275

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START VAUGHN & KERRY
1406 NW Swenson Ct
Poulsbo, WA 98370-9278

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CITY OF POULSBO
Notice of Hearing Examiner Public Hearing

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USA TODAY CO.

PO Box 52173, Phoenix, AZ. 85072-2173



AFFIDAVIT OF PUBLICATION

Tiffany Simmons
Tiffany Simmons
200 NE Moe St
Poulsbo WA 98370

STATE OF WISCONSIN, COUNTY OF BROWN.

I, being first duly sworn on oath, deposes and says: That I am now, and at all times embraced in the publication herein mentioned was the principal clerk of the printers and publishers of KITSAP SUN; that said newspaper has been approved as a legal newspaper by the order of the Superior Court of the County of Kitsap, in which County it is published and is now and has been for more than 6 months prior to the date of the publication hereinafter referred to, published in the English language continually as a daily newspaper in Bremerton, Kitsap County, Washington, a weekly newspaper in Kitsap County, Washington and is now and during all of the said time, was printed in an office maintained in the aforesaid place of publication of said newspaper; that the following is a true text of an advertisement as it was published in regular issues (and not in supplement form) of said newspaper on the following date(s), to wit: And on

07/29/2026

such newspaper was regularly distributed to its subscribers during all of said period.

Subscribed and sworn to before on 07/29/2026



Legal Clerk



Notary, State of WI, County of Brown

9/3/26

My commission expires

Publication Cost:	\$33.48	
Tax Amount:	\$0.00	
Payment Cost:	\$33.48	
Order No:	12512530	# of Copies:
Customer No:	1472361	1
PO #:	LBKS0564531	

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KONGMENG YANG
Notary Public
State of Wisconsin

CITY OF POULSBO
Notice of Hearing Examiner
Public Hearing

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> and search for permit #
P-11-04-25-02. If you are
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please call the staff contact
for options

Staff Report: The staff
report will be available for
review at no cost at least
14 calendar days before the
hearing and a copy will be
provided at a reasonable
cost

Staff Contact: Ashley
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July 29 2026
LBKS0564531



Affidavit of Public Notice

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

Application No: P-11-04-25-02 Project Name: Cedar View at Glennwood
Public Hearing

Susan Munro, being first duly sworn, upon his/her oath deposes and says: That he/she is now, and at all times herein mentioned has been, a citizen of the United States and the State of Washington, over and above the age of twenty-one years and a resident of said County, that on July 29, 2026, a copy of the following City of Poulsbo public notices, and which is attached to this affidavit,

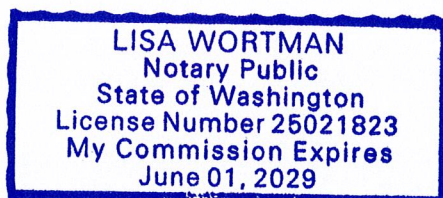
- ☐ Notice of Application
- ☐ SEPA Determination
- ☐ Notice of Public Meeting
- ☒ Notice of Public Hearing (HE)
- ☐ Notice of Decision

has been provided:

- ☒ Mailed to owners of property within 300' of the project site
- ☒ Provided to newspaper of general circulation
- ☒ Emailed to PED Department distribution lists and/or parties of record
- ☒ Posted at Library, City Hall, Poulsbo Post Office
- ☒ Posted to the City's website
- ☒ Posted at Site Address: Applicant responsible

Signature: Susan M. Munro Date: 7/29/26

Subscribed and sworn to before me this 29th day of July, 2026



Lisa Wortman
NOTARY PUBLIC in and for the State of
Washington, residing at:

City of Poulsbo
My Commission expires on:

June 01, 2029

**DESCRIPTION:**

PROPOSED SUBDIVISION OF 5
ACRES OF UNDEVELOPED LAND
INTO 22 SINGLE FAMILY LOTS WITH
ASSOCIATED ROADWAYS, UTILITIES, AND OPEN
SPACE; USING PLANNED RESIDENTIAL DEVELOPMENT
CODE.

**ADDRESS:
PARCEL NO:**

PARCELS: 102601-2-017-2000
102601-2-018-2009

**ZONING:**

RESIDENTIAL LOW (RL)

**MINIMUM LOT SIZE:
AVERAGE LOT SIZE:**

LOT SIZE AVE: 5,100 SQ

**PARKING:****RECREATIONAL AMENITIES:**

PARK/ACTIVE REC
AREAS, WALKING PATHS

**TREE RETENTION:****CRITICAL AREAS:****SEPA REVIEW:****NOTICE OF APPLICATION
COMMENT PERIOD:**

DECEMBER 23, 2025 -
JANUARY 9, 2026

**PLANNING COMMISSION
PUBLIC MEETING:****HEARING EXAMINER
PUBLIC HEARING:****Preliminary Site Plan**

Applicant: ENTITLED FUND FIVE, LLC
Contact: CRAIG@jkmorarch.com

City Planner:

Contact: Plan&econ@cityofpoulsbo.com





Affidavit of Public Notice | Site Posting

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The following MUST be attached to this affidavit:

☒ Photo of the posting on site or map showing location sign was posted

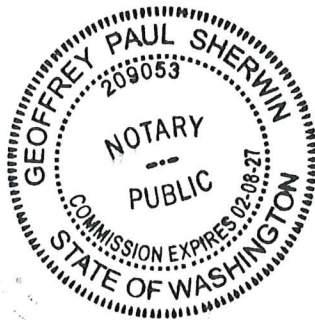
Application No: P-11-042502 Project Name: CEDARVIEW AT GLENWOOD

I, JASON SKAUG, representative for the above-referenced project, do hereby
verify that on JULY 28, 2026, I posted a sign at
ASHBY AVE NW & SWANSON CT, relating to the above-referenced project at the site in a
location that complies with the City of Poulsbo requirements.

Representative Name: JASON SKAUG

Representative Signature: [Signature] (sign in front of notary)

Subscribed and sworn to before me this 28TH day of JULY, 2026



[Signature]
NOTARY PUBLIC in and for the State of
Washington, residing at:

POYALLUP
My Commission expires on:

02/08/27