

Updated Exhibit List - Cedar View PRD and Preliminary Plat
September 18, 2026

Exhibit	Description	Staff Report Exhibit
1	Cedar View at Glennwood Staff Report, dated July 21, 2026	
2	Planned Residential Development and Preliminary Subdivision Application	A
3	Project Narrative	B
4	Site Plan Drawing	C
5	Landscaping and Open Space Plan	D
6	Lighting Plan	E
7	Home Siting Plan	F
8	Home Designs Building Elevations and Design Narrative	G
9	Wetland Review by Wetland Resources (3/2025)	H
10	Drainage Report by KPFF Engineers (6/2026)	I
11	Geotechnical Engineering Investigation and Infiltration Memo by Earth Solutions (6/2025)	J
12	Trip Generation Assessment by Heath and Associates (10/2025)	K
13	Tree Replanting Plan	L
14	Neighborhood Meeting Packet	M
15	Public Comment Letters	N
16	Notice of Application and Noticing Materials	O
17	SEPA Environmental Checklist and Threshold Determination	P
18	Engineering Department Staff Report Memorandum	Q
19	Staff Report Addendum No. 1 dated August 4, 2026	
20	Planning Commission Findings of Fact, Conclusion and Recommendation	
21	Planning Commission Meeting Minutes	
22	Notice of Public Hearing – Affidavits of mailing, publishing, and posting	
23	City Arborist Peer Review - Peninsula Environmental Group	
	NEW EXHIBITS	
24	Staff Report Addendum No. 2 dated September 18, 2026	
25	Memo - Staff Report Clarifications dated September 1, 2026	
26	Tree Retention/Replanting Staff Interpretation (and Attachments) dated September 1, 2026	
27	Washington Forestry Consultants, Inc. – City Comment Response dated September 1, 2026	
28	Gordon Thomas Honeywell Legal Review of Easement dated August 19, 2026	
29	Comment Received Following Hearing Examiner Public Hearing	
30	City Response to Public Comment Received Following Supplemental Exhibits	
31	Applicant Response to Public Comment Received Following Supplemental Exhibits	



PLANNING AND ECONOMIC DEVELOPMENT

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STAFF REPORT ADDENDUM NO. 2

To: Hearing Examiner
From: Ashley Weller, Assistant Planner
Subject: Cedar View at Glennwood, Planning File No. P-11-04-25-02
Date: September 18, 2026

The following items are provided following the Hearing Examiner Public Hearing held August 12, 2026:

1. New Exhibit 24: Staff Report Addendum No. 2 dated September 1, 2026
2. New Exhibit 25: Memo - Staff Report Clarifications (and Attachment) dated September 1, 2026
3. New Exhibit 26: Tree Retention/Replanting Staff Interpretation (and Attachments) dated September 1, 2026
4. New Exhibit 27: Washington Forestry Consultants, Inc. – City Comment Response dated September 1, 2026
5. New Exhibit 28: Gordon Thomas Honeywell Legal Review of Easement dated August 19, 2026
6. New Exhibit 29: Public Comment Received Following Hearing Examiner Public Hearing
7. New Exhibit 30: City Response to Public Comment Received
8. New Exhibit 31: Applicant Response to Public Comment Received



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MEMO

To: Hearing Examiner
 From: Ashley Weller, Assistant Planner
 Subject: Staff Report Clarifications
 Date: September 1, 2026

Below are clarifications to the Cedar View at Glennwood Staff Report, dated July 21, 2026. Also attached is a clean, updated copy of the Conditions of Approval reflecting these clarifications.

Staff Report Text:

- Staff Report Page 8: Left: ~~Regional infiltration~~ retention pond facility located to the east of the site.
- Staff Report Page 11:

Maximum Density (5 Units/Gross Acres)	22 Units Proposed / 4.92 gross acres = 24.6 <u>4.7</u>	OK
Minimum Density (4 Units/Net Acres)	22 Units Proposed / 5.40 <u>2.58</u> net acres = 6.8 <u>8.53</u>	OK
- Staff Report Page 13: The City's consulting arborist, John Bornsworth, of Peninsula Environmental Group (PEG) completed three peer reviews of the applicant's tree inventory, Tree Protection Plan, and landscape plans (~~Exhibits TBD~~ New Exhibit 23).
- Staff Report Page 14, table:

Minimum Density	6.8 <u>8.53</u>
Maximum Density	24.6 <u>4.7</u>
- Staff Report Page 23: Full public comments are included in Exhibit ~~TBD~~ N - HE Exhibit 15).

Conditions of Approval:

- Replace Planning Conditional of Approval No. 45

~~P45. Perimeter fencing 6 foot high and sight obscuring shall be required along the north property line and along the south property line of lots 16 and 11.~~

P45. A 6-foot-high sight obscuring fence shall be installed along all new lots 1 through 10 as well as lots 11, 16, 17, 20, 21, and 22. A split rail fence shall be installed along the north property line of the project and between Tract A and Tract E to the south.
- Remove Engineering Condition of Approval No. 17

~~E17. A Final Geotechnical Report shall be submitted certifying that the infiltration facility is operating as designed. The proposed infiltration pond facility will be required to submit performance testing consistent with 2019 SWMMWW Volume III 3.3.4 step 7 and Volume III 3.3.8 step 11 and show satisfactory performance prior to Final Plat Approval. Final Plat will be contingent on ability to demonstrate properly functioning infiltration pond facility. If this facility is not operating as designed, the developer must propose measures to bring the facility into compliance with design assumptions. Mitigation may include proposals from the facility design engineer or enlargement of pond area through Post Decision Review. City Staff must be present for field measurements.~~
- Replace Engineering Conditional of Approval No. 24 (formerly No. 25)

~~E24. The applicant shall be responsible for providing specific Force Main Sewer covenants for the lots being connected to the force main setup. Satisfactory covenants shall be submitted to the City prior to construction plan approval. Some of the topics to be addressed with the covenants shall be; private ownership and maintenance agreement among lots on each main, homeowner's mandatory connection to the gravity sewer main stub via yard~~

~~cleanout within 90 days of a southern sewer gravity main becoming operational, flushing and abandonment in accordance with DOH requirements of the FM after all lots connect to the gravity main.~~

E24. The applicant shall be responsible for providing specific Force Main Sewer covenants for the lots being connected to the force main setup. Satisfactory covenants shall be submitted to the City prior to construction plan approval. Covenants shall address private ownership and maintenance agreement among lots on each main.

9. Remove repeat language below Engineering Condition of Approval No.32 (formerly No. 33)

~~All street ends with the possibility for extension must have utilities stubbed out of the paved area a minimum of six feet or as directed by the City Engineer. Appropriate barricades shall be constructed at the road ends.~~

10. Add New Engineering Condition of Approval No.49

E49. The applicant shall submit a detailed construction traffic plan with the Grading Permit application for the project. The route for construction traffic shall be reviewed by the City prior to Grading Permit approval.

11. Renumber Engineering Conditions of Approval.

12. Update Public Works Condition of Approval No.2

~~PW2. Sewer conveyance and treatment demand to serve the City's growth is anticipated in the City's Comprehensive Sewer Plan, the Poulsbo sanitary sewer Capital Improvement Plan (CIP) and the Kitsap County Capital Improvement Plan. The City's CIP identifies improvements to serve the projected growth of the City based on historic growth rates, and adequately provides for the development of the Lincoln Cottages~~ Cedar View at Glennwood ~~project. This determination is not, however a guarantee that sufficient capacity will exist at the time connection to the City's sewer system is applied for and the City expressly disclaims any such guarantee. The City allows connections to its sewer system on a first-come, first-served basis and the City may or may not have adequate sewer capacity to serve the development at the time connection is applied for. Verification of available sewer capacity will be required prior to issuance of building permits.~~

13. Replace Public Works Conditional of Approval No. 14

~~PW14. Development of the plat requires installation of gravity sewer to serve all lots. Connection shall be to the sanitary sewer system installed in the Glenwood subdivision to the West at available stubs.~~

PW14. Development of the plat requires the installation of a combination of gravity and pressurized sewer to serve all of the lots. Connection shall be to the sanitary sewer system installed in the Glennwood subdivision west at available stubs.

14. Remove Public Works Condition of Approval No. 15

~~It is the developers option to provide a secondary system of private force mains to serve lots within this development. The force main option provides connection to, on a temporary basis, a sewer basin with capacity available given the basin is not at full buildout. A current date analysis of the receiving basin showing capacity availability is required with submittal of construction drawings if the force main option is constructed.~~

15. Replace Public Works Conditional of Approval No. 15 (formerly No. 16)

~~PW15. Sewer stubs for extension of the gravity system shall be provided to adjacent properties where road connections are provided.~~

PW15. Sewer stubs for extension of the gravity system shall be provided to adjacent properties where road connections are provided, and a gravity sewer extension is topographically viable.

16. Update Public Works Conditional of Approval No. 22 (formerly No. 23)

~~PW22. All sewer stubs must extend beyond the 10 feet easement fronting all lots. Force main and gravity lateral stubs must be located within 5 feet of each other on each lot to provide easy connection for homeowners when connection to the gravity system is required. A valve must be located on each force main stub and a cap must be located on each gravity main stub.~~

17. Remove Public Works Condition Conditional of Approval No. 25.

~~PW25. It shall be the responsibility of the property owner to disconnect from the force main and connect to the gravity main following requirements of the city and Department of Health. This shall be included in the covenants documents for the plat.~~

18. Renumber Public Works Conditions of Approval.



CEDAR VIEW AT GLENNWOOD PLANNED RESIDENTIAL DEVELOPMENT AND PRELIMINARY SUBDIVISION

CONDITIONS OF APPROVAL

PLANNING FILE 11-04-25-02

Following are the Planning and Economic Development Departments Conditions of Approval:

General

- P1. Development of the site shall be in conformance with the plan set and associated documents identified in Exhibit C, stamped approved in Planning File No. P-11-04-25-02 and subject to the conditions of approval contained herein.
- P2. Development of the site shall also be in conformance with the reports and peer review documents identified in Exhibit C.
Approval of the preliminary subdivision does not relieve the applicant from obtaining all other required permits and approvals. Compliance with these Conditions of Approval shall be demonstrated during subsequent permit review, including but not limited to grading, tree cutting and clearing, civil construction, building permits, and final plat approval.
- P3. Lots cannot be created, sold, or marketed for sale until final plat approval is granted and the plat map is recorded with the Kitsap County Auditor. Final plat approval is a separate process from the preliminary subdivision approval process.
- P4. Setbacks, building lot coverage, and building height shall be reviewed at time of building permit submittal. Setbacks shall be measured from property lines. Garages are to be setback 20 feet providing driveway parking without overhang on road or access tract as identified in application documents.
- P5. Park impact fee is required with this project. Fee is determined at the time of building permit submittal according to the current code requirement and due at Certificate of Occupancy.
- P6. Fire Department impact fee is required with this project. Fee is determined at the time of building permit submittal according to the current code requirement and due at Certificate of Occupancy.
- P7. Site lighting is to be oriented and shielded to avoid direct glare onto adjacent properties and critical area buffer, while providing adequate safety, including along off-street walking paths.
- P8. Modifications to preliminary subdivisions are reviewed under PMC 17.60.070 as currently adopted. Where significant deviation from the approved plan is proposed, the revision will be considered a major modification under the initial approval review authority.
- P9. Within 5 years following the approval of the preliminary subdivision, or as otherwise stipulated in RCW, a final plat shall be submitted to the city for review and approval, or preliminary subdivision becomes void.
- P10. Prior to issuance of any permits related to the construction of the retaining walls, appropriate property rights, including temporary construction easements and permanent wall maintenance easements on impacted adjacent properties, must be obtained authorizing the construction of the boundary walls.
- P11. While there are no known archaeological resources on this site, in the event archaeological artifacts are uncovered during construction, activity shall be halted immediately, and the State Historic Preservation Office and Tribes will be contacted.
- P12. It shall be the responsibility of the developer/property owner to coordinate with and receive any necessary permits of other agencies, including Washington State Department of Ecology, Washington State Department of Fish and Wildlife, US Army Corps of Engineers, US Environmental Protection Agency, prior to commencing work requiring said permits.

Tree Cutting and Clearing (TCC) Permit

- P13. A TCC permit application shall be submitted and reviewed concurrently with the Grading application. The application form and associated fees are available on the PED Department website.



- P14. Construction notes on TCC and Grading permits shall clearly state tree protection fencing shall be installed prior to site grading.
- P15. A detailed work phasing plan shall be submitted with the TCC permit.
- P16. The TCC and grading permits shall be “closed-out” prior to submittal of the final plat application.

Tree Replanting

- P17. A final Tree Protection Plan and Tree Replanting Plan shall be submitted with and shown on the TCC and Grading permits for review and approval by the City Arborist, at the cost of the applicant.
- P18. Pricing details for replacement trees shall be shown in TPP or Landscape Plans, per PMC 18.180.040. This includes tree species, quantity, size, price per tree, and installation labor.
Supplemental irrigation shall be provided for all replacement tree plantings for the duration of the required establishment period, unless otherwise approved by the City Arborist.
- P19. A minimum of 323 replanting trees are required. Replanting trees may be a combination of 6-feet tall evergreen or 2-inch caliper deciduous trees similar to the makeup of the existing site forest. Street trees do not contribute to tree retention requirements.
- P20. A minimum 5-year maintenance bond for replacement trees shall be required. Replacement trees and street trees shall be mutually exclusive.
- P21. Tree protection fencing limits, replacement tree locations, and preserved tree areas shall be consistently shown on the Tree Protection Plan, Civil Plans, Grading Plans, and Landscape Plans.
- P22. Tree protection measures and arborist identified order of development found in final arborist report as approved by the City Arborist (Exhibit L) shall be included on grading and tree cutting and clearing permit drawings.
- P23. Tree Protective Fencing shall be included on drawings submitted with the TCC and Grading Permits.
- P24. A follow-up assessment of the proposed replanted trees shall be conducted by the project arborist once the tree cutting, clearing and grading has occurred, and submitted to the city for peer review. If needed, the tree replanting numbers shall be amended to reflect any necessary additional plantings, and an arborist report shall be provided to the City prior to close-out of the TCC permit and shall be peer reviewed by the City Arborist. The arborist report shall verify the tree replanting plan and project conditions are met. The report shall also identify maintenance recommendations for a period of 5 years or reaffirm maintenance recommendations of prior report. Additional assessment may be required if deemed necessary by the PED Director in consultation with the City Arborist. Reports and reviews are at the cost of the applicant.

Landscaping

- P25. The Final Landscape Plan shall be submitted with and shown on the TCC and Grading permits and reviewed by the City Arborist at the expense of the applicant.
- P26. Street trees shall be consistent with the Conceptual Landscape Plan in Exhibit D, are required along all roadways designated arterial or collector and shall be included on the Final Landscape Plan submitted with the TCC and Grading permits. Root barriers shall be used to protect sidewalks, roadways, and infrastructure from root heave.
- P27. All street trees and replacement tree shall be provided an irrigation system or a readily available water supply with at least one outlet located within fifty feet unless xeriscape and/or drought-tolerant species are utilized and an alternative irrigation plan is approved by the PED Director in consultation with the City Arborist.
- P28. Irrigation and maintenance of street trees shall be addressed in the Covenants, Conditions and Restrictions (CCRs). Performance and/or maintenance bonding for street trees and associated groundcover, in addition to the submittal of an “as-built” landscape plan, is required prior to close-out of TCC permit.
- P29. Maintenance bonding for all other landscaping shall be required prior to close-out of the TCC permit. Estimates or bid for landscaping work and materials, including irrigation, shall be provided. Estimates shall match the “as-built” drawing and identify plant name, common name, size at planting, and number each that was planted. Performance bonding for installation of landscaping (except for street trees) will not be considered.

- P30. Landscaping materials shall be those which best serve the intended function and shall be appropriate for the soil and other environmental conditions of the site. Drought-tolerant, low water plant materials shall be encouraged. The Poulsbo city council is reviewing their Water Comprehensive Plan and has a goal to reduce water consumption by 5% over 6 years. Additionally, the Department of Ecology declared a Statewide Emergency Drought Declaration in April 2026. Therefore, the importance of water conservation when it comes to irrigation for landscaping is a focus to reduce water consumption/demands. When designing your landscape plan please consider minimizing the amount of grass or turf, increasing the number of native drought tolerant plantings, installing an irrigation controller with a “rain sense” feature, and planting in the fall to reduce irrigation demand. The City is currently in process of modifying the irrigation code and new regulations are anticipated to be adopted later this year. Therefore, it is recommended you connect with planning staff before finalizing your landscape plans to see if any changes have been adopted.
- P31. The development monument sign(s) shall be shown on the Final Landscape Plan. A separate building permit is required for construction of the monument sign(s).
- P32. A final ‘as-built’ drawing landscaping plan, landscape declaration, and irrigation plan (if applicable) shall be provided to the city prior to close-out of the TCC permit. The plans shall address street trees, right-of-way landscaping, supplemental tree retention plantings, and any other areas in common ownership of the homeowners.

Open Space and Amenities

- P33. Tracts A, B, C, and D shall be used for open space. The final plat shall indicate which tracts include recreation in addition to identifying ownership and maintenance responsibilities. Amenities include
- Tract D shall have landscaping around the storm pond in order to conform to open space requirements
 - An approximately 450-foot (0.10 mile) off-street trail extends through open space Tracts A, B, and C.
- P34. Details on recreational amenities shall be included with the TCC permit.
- P35. Amenities are required to be commercial grade.
- P36. Modification of amenities planned shall be reviewed and approved by the city.
- P37. Landscaping plans for recreational areas, including irrigation, shall be submitted with the TCC permit.
- P38. Trail surfaces and signage shall be included with the TCC permit. The trail surface shall be designed to withstand expected pedestrian and/or bicycle use with low maintenance requirements. The HOA shall be responsible for maintaining all trail surfaces in a safe and usable condition.
- P39. Maintenance of all recreational amenities, including benches, trails, and community gathering areas, shall be the responsibility of the HOA. Maintenance responsibilities must be clearly outlined in the CC&Rs.
- P40. All recreational amenities must be completed and inspected prior to close-out of the TCC permit.

Individual Home Identity

- P41. A project wide home design packet addressing PMC 18.260.060.E is required to be with the first home building permit. The PED Department will review each building permit submitted to determine compliance with PMC 18.260.060.E and ensure substantial compliance with the architectural renderings submitted.
- P42. Side and rear facades facing public or private roadways in or adjacent to the project shall include façade treatments similar to the front facade.
- P43. The applicant shall submit a streetscape plan with the first home building permit application showing plot plans, elevations, and unit types for the adjacent properties. The plan shall ensure architectural variety is provided in accordance with PMC 18.260.060.E.2.e and E.3.
- P44. Building footprint and exterior design on adjacent lots is to be varied and will be reviewed with each building permit. Reverse building plans or left/right “flip” of the footprint are considered the same footprint. Homes with the same elevation shall be separated by at least three intervening homes with different elevations on the same block.

Fences

- P45. A 6-foot-high sight obscuring fence shall be installed along all new lots 1 through 10 as well as lots 11, 16, 17, 20, 21, and 22. A split rail fence shall be installed along the north property line of the project and between Tract A and Tract E to the south.
- P46. Fencing details shall be provided with TCC and grading permit drawings, including landscaping plans.
- P47. The City Arborist shall review, at the cost of the applicant, the location of fencing in relation to tree protection area. The City Arborist will evaluate the impact of fencing on the long-term health of the proposed replanted trees and provide, if necessary, recommendations for optimal success of newly planted trees.

Final Plat

- P48. The face of the final plat shall include the following statement(s):
- The project's HOA will own, maintain, and enforce all open space, tree retention, and amenity tracts.
 - Trees located in Tracts A, B, and D, and any additional tract created for tree retention purpose, shall be the responsibility of the HOA to maintain. Alterations, including tree removal and pruning, shall require review and approval by the Planning and Economic Development Director and City Arborist.
 - Open space and/or amenity Tracts A, B, C, and D are for the benefit of project owners and residents. The HOA is responsible for management and maintenance of tracts.
 - No rockeries/retaining walls may be constructed within the ten-foot (10') wide utility easement fronting all lots or within any other utility easement. No permanent structures of any kind are allowed within any utility easement. If construction, maintenance, repair, or reconstruction of any utility is required, the property owner shall be responsible for the removal and relocation of any permanent structure and plantings that were removed. Such relocation shall not be in conflict with City codes.
 - Open space areas not proposed to be improved with recreational amenities or purposes shall remain as natural vegetation or appropriately landscaped. Removal of preserved and approved open space in natural vegetation shall only be permitted for public safety reasons and upon review and approval of the Planning Director and City Arborist. Enhancement of critical area buffer vegetation shall be as allowed and prescribed in PMC [16.20](#), Critical Areas.

Covenants, Conditions and Restrictions (CCRs)

- P49. The CC&Rs document shall be provided with the final plat submittal. The City's review of the CC&Rs document does not mean the City will assume any responsibility for enforcing private covenants between the lot owners nor maintaining any roads or other amenities not specifically dedicated to the City on the public's behalf.
- P50. CCRs shall include provisions that the HOA will own, maintain and enforce all open space, tree retention, landscaping, and amenity tracts (Tracts A, B, C, and D).
- P51. CCRs shall include provisions of how the HOA will manage street tree maintenance, including irrigation.
- P52. CCRs shall include a provision that addresses recreational vehicle parking, which shall be reviewed by the PED department and City Attorney prior to final plat approval and recording of plat documents.
- P53. The City of Poulsbo will not join the HOA as enforcers of the project's CCRs. This shall be stated in the CCRs.
- P54. The projects CCRs shall include the following statement:
Open space areas not proposed to be improved with recreational amenities or purposes shall remain as natural vegetation or appropriately landscaped. Removal of preserved and approved open space in natural vegetation shall only be permitted for public safety reasons and upon review and approval of the Planning Director and City Arborist. Enhancement of critical area buffer vegetation shall be as allowed and prescribed in PMC [16.20](#), Critical Areas.
- P55. A final draft of covenants, conditions and restrictions (CCRs) shall include provisions that the project's homeowners' association will own, maintain and enforce all open space tracts, perimeter buffers, fences, recreational amenities, and all other applicable project condition(s) regarding ownership, maintenance and enforcement of all commonly owned elements. Further, the face of the final plat or final development plan shall include statement(s) that the project's homeowners' association will own,

maintain and enforce all open space tracts, perimeter buffers, fences, recreational amenities, and all other commonly owned elements. The city will not join the homeowners' association as enforcers of the project's CCRs.

- P56. The requirements of this decision, including but not limited to conditions related to open space, tree retention and replacement, landscaping, fencing, recreational amenities, public access easements, trail maintenance, and other improvements required as part of this approval, shall remain binding upon the property regardless of any future amendment, termination, expiration, or dissolution of the homeowners' association or any modification to the project's Covenants, Conditions, and Restrictions (CC&Rs). No amendment to the CC&Rs shall eliminate, reduce, or conflict with the obligations established through this approval unless otherwise authorized by the City through a subsequent land use approval process.

Following are the Engineering Department's Conditions of Approval:

- E1. All water, wastewater, and stormwater facilities and streets shall be designed by a professional civil engineer licensed in the State of Washington. The applicant is responsible for the design and installation of the facilities. In the event that there is a conflict between standards, the more restrictive standard shall apply as determined by the City Engineer.
- E2. Land use permit approval shall not waive any requirements for the applicant to (a) obtain all appropriate permits; (b) pay all required fees and deposits; and (c) provide the City with adequate construction plans for approval which conform to City codes and standards. Any utility plans, details, and drawing notes associated with the approved site plan drawing are approved in concept only and are not considered approved for construction. Approval of the site plan does not constitute approval of any construction drawings submitted with the site plan approval documents. Civil construction drawings must be submitted directly to the Engineering Department. For site plans, it is not acceptable to submit the civil drawings with the building plans to the Building Department.
- E3. Construction plans for the following shall be reviewed and approved by the Engineering Department and Public Works Department: storm drainage and street improvements (including signage and pavement markings), sanitary sewer, water, and interim and permanent on-site erosion control systems. Prior to final project construction approval the applicant shall: construct the required improvements per City standards, and submit "as-built" drawings on paper, and electronically (compatible with the AutoCAD version utilized by the City at the time of submittal), dedicate easements, convey utility ownership as determined by the City, and post a maintenance bond(s).
- E4. All plan review and project inspection and administration expenses shall be paid for at the developer's expense consistent with the fee and deposit schedule adopted by City ordinance in effect at the time of construction. Plan review fees shall apply to the original drawing submittal and one re-submittal. Subsequent submittals will require payment of hourly charges. Fees are non-refundable. Deposits are required for payment of actual expenses incurred by Engineering Department staff for project administration and inspection. If the City Engineer determines that the magnitude or complexity of the project requires full or part-time on-site inspection in addition to the inspection by City staff, they may contract with a duly qualified inspector or hire additional personnel to provide inspection, testing, or other professional services for the City in connection with the construction. Deposits for Engineering Department services or outside professional services shall be paid in advance. The deposits are estimates and may require replenishment. Deposits may be required at the time of, or after, payment of any fees. Unused deposits are refundable. Applicant shall provide material testing and provide results to city as outlined in SEPA.
- E5. At any point in the process of application approval, construction plan review, or construction, the City Engineer may hire an independent consultant to review and comment on any, or all, utilities or sitework (for example, storm sewer, sanitary sewer, water, roads/streets, retaining walls, slopes, wetlands) proposed by the applicant. The applicant shall make a cash deposit which will be used to pay for any independent review required by the City Engineer. If additional funds are required, the applicant shall immediately deposit the requested amount. Any unused funds will be refunded. Acceptance of the proposal and consultant comments shall be at the discretion of the City Engineer.
- E6. The applicant shall adhere to all recommendations of the applicant's geo-technical engineer, biologist, and the City's consultants.
- E7. City of Poulsbo Construction Standards and Specifications are published on the City website within the

Public Works/Engineering Department page. Unless specified otherwise within Conditions of Approval these standards shall be followed.

- E8. The civil construction drawings shall include plans for: grading, water, sewer, storm, streets, dry utilities, street lighting, signage/stripping, and composite wet utilities. Other plans may be required depending on site-specific conditions. Profiles and details for the wet utilities shall also be provided with crossings shown in the profiles. Drawing sets that require multiple drawings to cover large areas shall have a large-scale overall drawing for each subject, logical cut lines and a key map in the upper right to show individual drawing location in the set. An overall composite utility map and an overall composite grading/TESC map shall be provided in PDF form as well for City inspection team use.
- E9. Construction drawings will be rejected, without review, if the following drafting requirements are not met:
 - a. Construction plan size shall not exceed 24"x36"(22" x34" preferred). The minimum drawing scale shall be 1:40 horizontal and 1:5 vertical. A larger scale may be required for legibility.
 - b. Utilities shall be shown on plan/profile sheets. Each sheet shall have the corresponding plan/profiles on the same sheet with aligned stationing.
 - c. Labels from the various overlapping AutoCAD layer shall be legible.
 - d. All elements on the drawings shall be legible as determined by the City Engineer.

Clearing, Grading, and Erosion Control

- E10. A Clearing and/or Grading Permit is required prior to any land-disturbing activity on the site (PMC 15.35, 15.40). The permit may include restrictions as to the limits of any particular area or phase that can be cleared and graded at any one time or during any construction season. Additional restrictions may be placed on the permit in regard to seasonal weather conditions. At any time, the City Engineer may restrict activities or access to portions of the site which would be detrimental to maintaining erosion and sediment control. A final geotechnical report shall be submitted with the construction drawings to provide recommendations for site grading and compaction. The report shall include a section with recommendations for wet weather and wet season construction methods.
- E11. Applicant shall provide detailed staging plan for each phase of proposed clearing, grading, and construction sequencing plan.
- E12. The Department of Ecology requires project owners to obtain a Construction Stormwater General Permit for certain projects. Construction site operators must apply for the permit 60 days prior to discharging stormwater.
- E13. The developer's engineer shall submit a completed NPDES Permit Appendix 7 Worksheet with the construction plan submittal along with other required stormwater application documents.

Stormwater

- E14. All temporary and permanent storm system and erosion control measures shall be designed, constructed, maintained, and governed per the following, as adopted by the City of Poulsbo.
 - a. All temporary and permanent storm system and erosion control measures shall be designed, constructed, maintained, and governed in accordance with PMC Chapter 13.17. Chapters 12.02.030 and 12.02.040 provide further guidance on design manual and threshold criteria within compliance of NPDES Phase II Permit.
 - b. City of Poulsbo standards and ordinances.
 - c. All conditions of approval associated with any clearing and/or grading permit.
 - d. Recommendations of the geo-technical engineer.
- E15. The design of detention and treatment systems shall include appropriate access for maintenance as determined by the Public Works Department.
- E16. A final geotechnical report shall be submitted with the grading permit submittal to support site design and provide guidance on site construction.
- E17. The developer shall be responsible for providing regular and adequate maintenance and supportive maintenance records for the stormwater detention system for a minimum of two-years or until 80% of the residences have been completed, whichever is longer. At the end of this time, the City will inspect the system

and, if acceptable, the City will take over maintenance and operation of the system.

- E18. Provision shall be made for the conveyance of any upstream off-site water that naturally drains across the applicant's site.
- E19. All secondary storm systems and easements shall be in compliance with the City standards and remain privately maintained.
- E20. Unless otherwise approved by the City Engineer maximum catch basin depth to invert is 15'.
- E21. Stormwater General Facility connection charge per PMC 3.12 is required for the project and payable with each building permit. The connection charge is based on Impervious Surface Units (ISU) where 1 ISU = 3,000 sf of impervious surface per PMC 13.70.

Sanitary Sewer and Water

- E22. Refer to Public Works Department conditions of approval for sanitary sewer construction standards and requirements.
- E23. Sewer General Facility connection charge per PMC 3.12 is required for the project and payable with each building permit. The connection charge is based on equivalent residential units (ERUs) and is comprised of City portion of the connection fee and County portion of the charge.
- E24. The applicant shall be responsible for providing specific Force Main Sewer covenants for the lots being connected to the force main setup. Satisfactory covenants shall be submitted to the City prior to construction plan approval. Covenants shall address private ownership and maintenance agreement among lots on each main.

Water

- E25. Refer to Public Works Department comments for water construction standards, connection and looping requirements.
- E26. Water General Facility connection charge per Developer Agreement with Kitsap Public Utility District is required for the project and payable with each building permit.

All Utilities

- E27. For utilities not within City right-of-way, the Public Works Director will determine if the City will assume ownership and maintenance of the utility.
- E28. All water mains and all primary sanitary sewer and storm drainage mains shall be within public right-of-way or within easements dedicated to the City which meet the City's criteria for dimensions and access. All water, sewer, and storm service laterals and all secondary sanitary sewer and storm drainage lines located within easements or private property shall remain privately owned and maintained by the Homeowner's Association or applicable lot owners.
- E29. Easements for access and maintenance of utilities determined to be City-owned shall be legally described and dedicated to the City on the Final Plat drawings. Easements shall be fifteen feet (15') wide minimum and comply with all City requirements. Additional width is required to accommodate turning radii, more than one utility or deep utilities. The City Engineer may require an all-weather surface, conforming to City standards, to be constructed over the easement to provide vehicular access for maintenance. Ownership of the pipe and appurtenances shall be conveyed to the City on the Final Plat drawings. The easements shall be shown on the construction drawings, "as-built" drawings, and Final Plat drawings.
- E30. When private storm or sewer pipe is located in an easement that is adjacent and parallel with the property line between two lots/parcels, the easement shall be located entirely on one property and not split between the adjacent properties OR the utilities shall be off-set from the property line a minimum of 2 feet due to the high potential for fence posts to be placed on the property line.
- E31. Applicant and contractor or contractors shall have a utility specific pre-construction meeting with City staff, consultants, and/or inspectors for each utility prior to work beginning on that specific utility. This meeting will outline construction, inspection, acceptance requirements and expectations.
- E32. All street ends with the possibility for extension must have utilities stubbed out of the paved area a minimum of six feet or as directed by the City Engineer. Appropriate barricades shall be constructed at the road ends.

Streets

- E33. Unless otherwise approved by the City Council, street sections shall conform to adopted City standards. (refer to Developer's Guide – Section 2 – Street Standards, revised available online; <http://www.cityofpoulsbo.com/publicworks/ConstructionStandards.htm>)
- E34. All materials used for public roadway construction shall conform to WSDOT specifications for roadway construction. Material testing showing compliance with standards shall be submitted to the City inspector prior to material usage. A plan for material control and testing shall be submitted to the Engineering Department with the grading permit submittal for review and approval.
- E35. The developer's engineer shall certify that there is adequate entering sight distance at all intersections. 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.
- E36. All intersections, crosswalks at intersections, sidewalks and driveway drops shall meet current ADA standards. Construction drawings shall include sufficient intersection grade and slope details to confirm ADA compliance.
- E37. GMA Transportation Impact Fee Ordinance (PMC 3.86) has been approved by City Council. This establishes a transportation impact fee assessment per Average Daily Trip (ADT) payable at time of Building permit issuance. Average weekday trips are determined using the latest version of the Trip Generation Manual published by the Institute of Transportation Engineers (ITE) for the land use(s) that are the subject of the permit. ITE 12th Edition Trip Generation manual indicates single family homes generate 9.09 ADT/unit. Traffic Impact Fees are payable at the time of building permit for each apartment building.
- E38. Street lighting shall be installed per City of Poulsbo and Puget Sound Energy (Intolight) specifications on public roadways. Lighting installed shall meet the requirements of IES RP-8 per City of Poulsbo requirements. Lighting plans shall be coordinated with Puget Sound Energy/Intolight and shall be submitted to the Engineering Department for review. New streetlights shall be LED fixtures.
- E39. The applicant's engineer shall obtain approval of the postmaster and the City Engineer for all mailbox installation locations.

Other

- E40. A spill prevention plan shall be submitted with grading permit submittal materials.
- E41. All bonds, conveyances, and easements dedicated to the City shall be on the City's forms.
- E42. A Public Property Construction Permit is required when connecting to City-owned utilities or performing other work within the City right-of-way or other public/City-owned property (PMC 12.08). The permittee shall be responsible for repair and/or restoration of any damage to City property (such as sidewalks, curbs, gutters, pavement, and utilities) that occurs as a result of his operations under this permit.
- E43. Shared driveways shall be dedicated easements or tracts benefiting the property owners served by the driveway. The face of the plat and the covenants shall state that the responsibility for maintenance of any shared driveway shall be the responsibility of the property owners served by the driveway.
- E44. No rockeries/retaining walls may be constructed within the ten-foot (10') wide utility easement along all public roadways or within any other utility easement. No rockeries shall be constructed within City right of way. No permanent structures of any kind are allowed within any utility easement.
- E45. Any agreements made between the applicant and another property owner related to utilities, easements, right-of-ways, or ingress and egress shall not be in conflict with City codes or ordinances. No agreements between the applicant and the property owner shall exempt either party from obtaining proper City approval for land use activities regulated under the Poulsbo Municipal Code.
- E46. The covenants shall state that no fence shall be placed within two feet of the back of any sidewalk.
- E47. All public utilities shall be provided within the plat and shall include power, telephone, natural gas, and cable television. All utilities shall be placed underground (PMC 17.08.140). A ten-foot easement fronting all lots shall be dedicated for public utilities. The developer shall provide and install a minimum of one additional

empty four-inch conduit trunk line with road crossings, in parallel with the aforementioned utilities, with appropriate termination points within junction boxes, for future telecommunications use (PMC 12.02.015). Ownership of the conduit shall be conveyed to the City on the Final Plat drawings. All existing and new utilities shall be underground. A plan sheet titled Dry Utilities shall be included with Construction Plan submittal and include all above mentioned utilities.

- E48. The applicant shall be responsible for obtaining all required permits, easements, property rights and rights-of-way prior to grading permit issuance. Copies of all recorded easements, agreements and right of way dedications shall be provided to the City Engineer.
- E49. The applicant shall submit a detailed construction traffic plan with the Grading Permit application for the project. The route for construction traffic shall be reviewed by the City prior to Grading Permit approval.

Following are the Public Works Department's Conditions of Approval:

Service Availability

- PW1. The City of Poulsbo has determined that, as of the date of this development approval, the City has sufficient water supply to serve the development. This determination is not, however, a guarantee that sufficient supply will exist at the time of connection to the City's water system is applied for and the City expressly disclaims any such guarantee. The City allows connections to its water system on a first-come, first-served basis and the City may or may not have an adequate supply of water available to serve the development at the time connection is applied for. Pursuant to RCW 19.27.097, verification that an adequate water supply exists to serve the development will be required at the time a building permit is applied for and issuance of a certificate of water availability by the City at the time will be necessary before the ability to connect to the City's water system is assured.
- PW2. Sewer conveyance and treatment demand to serve the City's growth is anticipated in the City's Comprehensive Sewer Plan, the Poulsbo sanitary sewer Capital Improvement Plan (CIP) and the Kitsap County Capital Improvement Plan. The City's CIP identifies improvements to serve the projected growth of the City based on historic growth rates, and adequately provides for the development of the Cedar View at Glennwood project. This determination is not, however a guarantee that sufficient capacity will exist at the time connection to the City's sewer system is applied for and the City expressly disclaims any such guarantee. The City allows connections to its sewer system on a first-come, first-served basis and the City may or may not have adequate sewer capacity to serve the development at the time connection is applied for. Verification of available sewer capacity will be required prior to issuance of building permits.

Water

- PW3. All lots shall be connected to Kitsap Public Utility District (KPUD) water. Water connection shall be to Winslow Ridge Plat at all stubbed connection points and looped per requirements of KPUD through separate application. Water will be required to be stubbed to the adjacent south sites.
- PW4. Service connection to the KPUD water system shall be the responsibility of the property owner and shall comply with state and local design and development standards.
- PW5. Water main looping shall be in compliance with KPUD and Department of Health water design standards.
- PW6. Locate meters in a single bank when possible.
- PW7. All water systems shall be publicly owned up to and through the water meter. All water mains and fire hydrants shall be located in public right-of-way or easements dedicated to KPUD. Dedicated water lines shall be centered in an easement of 20 feet in width minimum.
- PW8. Meters for all lots shall be located within the public right of way, adjacent to the property line.
- PW9. Existing on-site well(s) shall be decommissioned per Department of Health requirements prior to commencement of site grading.
- PW10. Individual PRV is required on the property owner side of the meter when pressure exceeds 80 psi. (KPUD provides PRV if needed).

Irrigation

- PW11. Irrigation water shall come from a separate connection. Please show irrigation connection(s) on the utility

drawing(s).

- PW12. A double check valve assembly shall be installed within 18-inches of the downstream side of the water meter. The type of backflow assembly must be per KPUD and State Standards.
- PW13. The double check valve assembly shall be tested by a “city approved” state certified tester upon installation. A copy of the test report must be sent to the Public Works and Engineering Departments, as well as KPUD.

Sewer

- PW14. Development of the plat requires the installation of a combination of gravity and pressurized sewer to serve all of the lots. Connection shall be to the sanitary sewer system installed in the Glennwood subdivision west at available stubs.
- PW15. Sewer stubs for extension of the gravity system shall be provided to adjacent properties where road connections are provided, and a gravity sewer extension is topographically viable.
- PW16. Sanitary sewer manholes shall not be located in roadway curb and gutter, sidewalk or landscaping strip adjacent to roadway. Sewer mains shall not be located generally parallel to and under road curb and gutter, sidewalk, or landscaping strip adjacent to the roadway.
- PW17. All side sewers shall enter public right-of-way as gravity flow.
- PW18. Service connection and alterations to the City sewer system shall be the responsibility of the property owner.
- PW19. Force mains shall not connect to a gravity system in public right of way.
- PW20. Force main installation shall occur during construction prior to final plat.
- PW21. Force main(s) and pump(s) and pipe sizing shall be depicted on construction drawings and elevation plans. Engineering calculations for the system must be submitted with the construction drawings. A deposit for consultant review of the force main system will be required.
- PW22. All sewer stubs must extend beyond the 10 feet easement fronting all lots.
- PW23. Maintenance of the force mains shall be the responsibility of the property owner(s). This shall be outlined in covenants for the plat.
- PW24. A plumbing permit shall be required to alter the sewer connection from force main to gravity line.

Solid Waste

- PW25. Solid waste service shall be provided by the City of Poulsbo.
- PW26. Garbage and recycle cans shall be placed curbside on the ‘no parking’ side of the road. The requirement shall be stated in the CC&R's prior to final plat approval.

General Conditions

- PW27. Design: All water, wastewater, stormwater system facilities and streets shall be designed by a professional engineer registered in the State of Washington. Design and installation of the improvements shall be the property owner’s responsibility.
- PW28. Design and Development Standards: Design shall be subject to the following Standards:
- City of Poulsbo Utility Comprehensive Plan
 - City of Poulsbo Design, Development and Construction Standards
 - City of Poulsbo Municipal Code
 - Washington State Department of Health Design Standards
 - Washington State Department of Ecology’s Criteria for Sewage Works Design
 - American Public Works Association/Department of Transportation Standard Specifications
 - KPUD Standard Details, current version
- PW29. In the event that there is a conflict between construction standards, the more restrictive standard shall apply as determined by the City Engineer.
- PW30. No walls or structures shall be permitted in utility easements unless approved at time of construction review.

- PW31. Placement of landscape plantings and/or street trees shall not interfere with utilities. Required landscape vegetation may need to be relocated in the final landscape plan. Landscape vegetation not required by city code may need to be relocated or removed from the final landscape plan.
- PW32. A 10' dry utility easement shall be provided behind public roadway sidewalks. No permanent structures or rockeries shall be permitted in utility easements or within the 10' dry utility easement.

Submittal and Approval

- PW33. The applicant shall be required to submit to the City for approval, the plans and specifications associated with design and construction of utility system improvements.
- PW34. Utility systems include, but are not limited to, distribution and collection mains, pumping facilities, storage reservoirs, detention/retention facilities or any improvements to be dedicated to the city under a deed of conveyance. Water utility systems shall be dedicated to KPUD.
- PW35. Upon completion of the project, the developer shall supply the Public Works Department and KPUD with a copy of drawings of record; these drawings shall be in hard copy form and in electronic form compatible with the most recent version of AutoCAD.

Facilities Ownership

- PW36. Ownership and maintenance of the onsite utility systems not conveyed to the City of Poulsbo shall remain the responsibility of the property owner.
- PW37. Stormwater Pond tracts shall be fenced to the requirements of the Public Works Department.

Connection Fees and Assessments

- PW38. Utility service for the noted property is subject to application and payment of the applicable fees and assessments.
- PW39. Utility connection fees are required paid at the time of building permit issuance and are based on the current fee schedule in effect at that time. Early payment and reservation of utility connection are not provided for in Poulsbo Municipal Code. KPUD required payment of fees at the time of binding water letter issuance.



PLANNING AND ECONOMIC DEVELOPMENT

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MEMO

To: Hearing Examiner
From: Ashley Weller, Assistant Planner
Subject: Application of Alternative Tree Retention Option, Cedar View at Glennwood PRD (P-11-04-25-02)
Date: September 1, 2026

Purpose

The purpose of this memorandum is to document the City's interpretation and application of PMC Chapter 18.180, Tree Retention, to the Cedar View at Glennwood Planned Residential Development (Cedar View). Specifically, this memorandum addresses the project's use of the alternative tree retention option authorized by [PMC 18.180.040](#) and explains the basis for determining that the project-specific replacement approach, including the establishment of 323 replacement trees, together with the approved landscape plan, tree protection measures, establishment requirements, and maintenance assurance, satisfies the requirements and intent of [PMC Chapter 18.180](#) for this project.

This interpretation is based upon the specific conditions present at the Cedar View site, the Tree Protection Plan prepared by Washington Forestry Consultants, Inc. (WFCI) (Attachment 1), the independent peer reviews conducted by the City's contract arborist, Peninsula Environmental Group (Peninsula Environmental) (Attachment 2), and the City Arborist's August 27, 2026 (Attachment 3) supplemental memorandum further documenting the technical basis for its recommendations regarding tree retention, replacement quantity, and establishment and maintenance requirements. All referenced documents are attached to this memo.

Applicable Code

[PMC 18.180.010](#) establishes the purpose of the City's tree retention requirements, including retaining clusters of existing trees that contribute to community character, maintaining and protecting property values, enhancing the City's visual appearance, reducing development impacts to stormwater and water resources, and providing transitions between land uses.

For development subject to [PMC Chapter 18.180](#), [PMC 18.180.030](#) establishes priorities that the review authority is to consider when determining appropriate tree retention. These priorities include:

- Trees located within healthy, vegetated groups and stands rather than isolated trees;
- Trees having a reasonable chance of survival following development;
- Trees that can be incorporated into landscaping, setbacks, critical area buffers, perimeter buffers, open space, or recreational areas;
- Trees having a land stability function;
- Trees that will not pose a threat to persons or property; and
- Conifers providing stormwater interception benefits.

[PMC 18.180.030\(B\)\(1\)](#) establishes the City's baseline quantitative requirement: at least 25% of existing trees six inches or greater in diameter that meet the priorities identified by the section are to be retained.

[PMC 18.180.040](#) expressly authorizes the review authority to approve an alternative tree retention option and identifies four alternatives through subsections (A) through (D). As discussed below, Cedar View relies upon Alternative C, which addresses an alternative proposal that includes supplemental or replacement trees in lieu of retention. Because the Cedar View proposal includes replacement trees, it is also subject to the maintenance assurance requirement identified in [PMC 18.180.040\(D\)](#).

Accordingly, [PMC Chapter 18.180](#) does not require preservation of existing trees without consideration of their condition, location, long-term viability, or potential risk. Rather, the chapter directs the review authority to consider both the quantity of trees and the quality and long-term viability of the vegetation that would remain following development.



Cedar View at Glenwood Existing Tree Conditions

Cedar View consists of approximately 4.92 acres containing a very dense, second-growth forest stand. The project arborist (WFCL) estimates approximately 1,784 significant trees within the stand, of which approximately 1,291 are classified as healthy significant trees.

The stand is predominantly Douglas-fir, with western hemlock, western redcedar, and western white pine also present. Although many trees are classified as fair or better, the arborist identified numerous trees affected by red ring rot and brown crumbly rot.

Of particular importance to the application of [PMC Chapter 18.180](#), the existing stand developed under dense forest conditions. The project arborist describes trees within the potential retention areas as tightly spaced, tall and thin, with relatively small live crowns. These conditions are significant because trees that developed as part of a dense stand can become substantially more exposed to wind following removal of surrounding trees.

The City Arborist further explains that the existing stand is characteristic of a second-growth conifer stand established at relatively high density following a prior logging event, likely in the 1980s. In a timber-production setting, a stand established at this density would typically be pre-commercially thinned within approximately 15 to 20 years to reduce competition and improve the condition of the remaining trees. According to the City Arborist, stands that develop under these dense conditions without pre-commercial thinning experience increased competition, reduced individual tree growth, higher rates of disease and mortality, high height-to-diameter relationships, and limited crown development. These stand characteristics further affect the ability of individual trees to remain viable and structurally stable when surrounding trees are removed as part of development.

The project arborist evaluated the areas available for potential retention and concluded that the approximately 20-foot-wide perimeter areas would not provide adequate protection for the root systems of the potential retained trees. The arborist further determined that removal of surrounding trees would considerably increase the likelihood of failure of the remaining trees and that both proposed residences and existing residences surrounding the property would be within the potential target area of failing trees.

Based upon the stand density, tree condition, proposed grading, available retention-area width, and increased exposure following clearing, the project arborist concluded that removal and replacement of the existing trees was the more prudent approach to reducing the risk of post-development tree failure.

These circumstances are directly relevant to the priorities established by [PMC 18.180.030\(A\)](#), particularly the direction to prioritize trees that have a reasonable chance of survival following development and trees that will not pose a threat to persons or property.

Alternative Tree Retention Option

[PMC 18.180.040](#) expressly authorizes the review authority to approve an alternative tree retention option and identifies four alternatives, one of which must be met for the review authority to approve an alternative tree retention proposal. The alternatives are:

- A. Incorporates the replacement of trees equal in equivalent diameter inches as required in [PMC 18.180.030\(B\)](#).
- B. Incorporates the retention of other trees and natural vegetation in equivalent diameter inches as required in [PMC 18.180.030\(B\)](#) and is in consolidated locations that promote the natural vegetated character of the site.
- C. Where an alternative proposal includes supplemental or replacement trees in lieu of retention, the applicant shall utilize plant materials which complement the natural character of the Pacific Northwest, and which are adaptable to the climatic, topographic, and hydrologic characteristics of the site. A landscape plan is required to be submitted.
- D. Where an alternative proposal includes supplemental or replacement trees in lieu of retention, the application shall be required to provide a maintenance assurance device, as set forth in [PMC 18.130.060\(C\)](#) or (D).

Cedar View does not propose to demonstrate compliance under Alternatives A or B. Those alternatives expressly establish compliance based upon equivalent diameter inches, Alternative A through replacement trees and Alternative B through retention of other trees and natural vegetation. Instead, Cedar View proposes an alternative under [PMC 18.180.040\(C\)](#) consisting of replacement trees in lieu of retention, supported by a landscape plan and the use of plant materials appropriate to the natural character and environmental conditions of the site.

Because the Cedar View alternative includes replacement trees, the proposal also satisfies the maintenance assurance provisions of [PMC 18.180.040\(D\)](#) through a five-year maintenance assurance bond. The five-year assurance period exceeds the City's typical two-year maintenance assurance period and provides additional assurance that the replacement trees will be successfully established.

This interpretation recognizes that the alternatives identified in [PMC 18.180.040](#) are written differently. Alternatives A and B expressly incorporate the equivalent diameter inches standard of [PMC 18.180.030\(B\)](#), while Alternative C

separately addresses proposals using supplemental or replacement trees in lieu of retention and does not expressly incorporate an equivalent-diameter-inch calculation. The review authority may therefore evaluate an Alternative C proposal based upon the requirements stated in that subsection, together with the purposes and tree-retention priorities established elsewhere in [PMC Chapter 18.180](#).

For Cedar View, the appropriate number, location, species, and long-term viability of replacement trees must therefore be evaluated in the context of the site's specific conditions and the purposes of [PMC Chapter 18.180](#). This includes consideration of the priorities established by [PMC 18.180.030\(A\)](#), particularly trees that have a reasonable chance of survival following development and trees that will not pose a threat to persons or property. Those are expressly identified by the code as priorities the review authority is to consider when applying the City's tree-retention requirements.

Based upon the project-specific Tree Protection Plan and independent peer review by the City Arborist, staff supports the City Arborist's determination that replacement and establishment of 323 trees is an appropriate alternative for the Cedar View site. The alternative is further supported by the required landscape plan, appropriate replacement plant materials, tree establishment and management measures, and five-year maintenance assurance bond.

Alternative C – Proposed Replacement Approach

Of the approximately 1,784 significant trees identified on the property, 493 were classified as unhealthy and 1,291 were identified as healthy significant trees. Applying the 25% requirement of [PMC 18.180.030\(B\)\(1\)](#) to the 1,291 healthy significant trees results in a baseline retention requirement of 323 trees.

Because the site-specific arborist analysis determined that retention of those trees within the proposed development configuration would not provide an appropriate long-term retention strategy, the applicant proposed an alternative tree retention approach under [PMC 18.180.040\(C\)](#) consisting of replacement trees in lieu of retention. The applicant proposes 323 replacement trees, corresponding to the number of healthy significant trees that otherwise would be required to be retained under [PMC 18.180.030\(B\)\(1\)](#).

During review, the applicant and City considered whether the equivalent-diameter methodology identified in [PMC 18.180.040\(A\)](#) should be applied to the proposed replacement approach. Under that methodology, replacement would be based upon the aggregate diameter inches represented by the trees otherwise required to be retained, rather than the number of trees represented by the 25% retention requirement.

An interim version of the Tree Protection Plan calculated 969 replacement trees using a limited equivalent-diameter-inch methodology. That calculation assigned six diameter inches, the minimum diameter necessary to qualify as a significant tree, to each of the 323 trees otherwise required for retention, resulting in 1,938 diameter inches, which was then divided by the proposed two-inch-caliper replacement-tree size. The City Arborist explains that this calculation does not represent the actual aggregate diameter of the trees otherwise subject to retention; application of actual tree diameters would produce a substantially greater replacement quantity. For that reason, the City Arborist advised against relying upon this methodology as the appropriate replacement standard for Cedar View.

The City Arborist further concluded that planting 969 trees within the available replacement planting areas would create an excessively high stocking level and would effectively recreate the competitive conditions associated with the existing densely stocked stand. Excessive initial stocking would increase competition for light, water, soil volume, and canopy growing space and could adversely affect tree establishment, growth, and long-term survivability. The City Arborist therefore recommends establishment of 323 replacement trees, providing a direct tree-for-tree relationship with the 323 healthy significant trees otherwise required for retention. This quantity allows replacement-tree density to be considered together with available planting area, species selection, mature tree size, spacing, and the objective of establishing a healthy and sustainable post-development tree population.

[PMC 18.180.040](#) identifies multiple alternative approaches to tree retention. Alternatives A and B expressly incorporate an equivalent-diameter-inch methodology. Alternative C separately addresses an alternative proposal that includes supplemental or replacement trees in lieu of retention and does not expressly incorporate the equivalent-diameter-inch calculation contained in Alternatives A and B. Cedar View is proceeding under Alternative C rather than Alternatives A or B. Accordingly, staff does not apply the equivalent-diameter-inch methodology as the controlling replacement standard for the Cedar View proposal.

The City Arborist's review further supports the appropriateness of evaluating Cedar View under the proposed Alternative C approach. Rather than maximizing the number of newly planted stems, the recommended 323-tree replacement quantity reflects appropriate site stocking and considers the long-term establishment, health, spacing, and survivability of the replacement tree population.

For the specific conditions presented by Cedar View, staff finds that the proposal may utilize the alternative tree retention option provided by [PMC 18.180.040\(C\)](#). Staff supports and relies upon the City Arborist's technical determination that establishment of 323 replacement trees is appropriate for the site. The proposed replacement trees, together with the

required landscape plan, appropriate plant materials, establishment and management measures, and five-year maintenance assurance bond, provide the basis for staff's determination that the Cedar View proposal satisfies the applicable alternative tree retention requirements of [PMC 18.180.040](#).

City Arborist Peer Review

The City's Arborist (Peninsula Environmental) independently reviewed the applicant's forest inventory, Tree Protection Plan, and alternative-retention proposal.

Throughout its review, the City Arborist found the forest inventory and assessment to be accurate and satisfactory for purposes of [PMC Chapter 18.180](#). The City Arborist also agreed that the existing forestry conditions, site conditions, and development layout are generally unsuitable for retention of the existing stand.

In its April 21, 2026, review, the City Arborist specifically evaluated the replacement-tree calculation and recommended 323 replacement trees, together with a 5-year maintenance assurance bond to ensure successful establishment of the replacement trees. This exceeds the City's typical 2-year maintenance assurance period and provides additional protection against early mortality by requiring the applicant to remain financially responsible for the replacement, care, and establishment of unsuccessful plantings throughout the five-year period.

Following revisions to the Tree Protection Plan and landscape plans, the City Arborist issued its June 1, 2026, review and expressly concluded that:

- The forest inventory and assessment are satisfactory for [PMC 18.180](#);
- Application of the Alternative Tree Retention Option is appropriate because the existing forestry/site conditions and development layout are generally unsuitable for existing tree retention;
- Replanting 323 trees, representing 25 percent of the 1,291 healthy significant trees, is adequate and meets [PMC 18.180.040](#);
- The proposed tree protection fencing meets the applicable requirements;
- The construction and permanent tree protection measures shown on the landscape plans meet [PMC 18.180.040](#);
- The tree management schedule meets [PMC 18.180](#); and
- The Tree Protection Plan and Landscape Plan are recommended for approval.

On August 27, 2026, the City Arborist provided a supplemental memorandum further documenting the technical basis for these conclusions. The supplemental memorandum confirms the City Arborist's concurrence with the Project Arborist that the existing forest conditions, together with the proposed development configuration and generally narrow perimeter retention areas, are unsuitable for retention. The City Arborist further explains that removal of adjacent trees would alter the wind environment and expose previously sheltered, forest-grown trees to increased wind loading, sunlight, altered edge conditions, and disturbed soil conditions, increasing the potential for both short- and long-term mortality or structural failure. These considerations directly relate to the long-term survival and safety priorities identified in [PMC Chapter 18.180](#).

The supplemental memorandum also provides additional technical support for the recommended five-year maintenance assurance period. The City Arborist explains that successful mitigation depends not merely upon installation of replacement trees, but upon their establishment and survival as a healthy, resilient tree population over the long term. Extending the assurance period beyond the City's typical two-year period provides additional opportunity to identify establishment failures, irrigation deficiencies, unsuitable planting locations, mortality, or other problems and to require replacement where necessary.

The City Arborist also notes that the recommended stem-by-stem replacement approach is not inconsistent with prior professional application of [PMC Chapter 18.180](#). Peninsula Environmental states that, based upon its experience working on projects reviewed by the City's prior contract arborist, Sound Urban Forestry, and its review of prior Sound Urban Forestry memoranda, a stem-by-stem mitigation approach was applied on multiple occasions where forest ecology did not support an equivalent-diameter-inch replacement ratio. Staff does not rely upon this prior practice as an independent basis for its interpretation or determination under [PMC 18.180.040\(C\)](#), but considers it additional context supporting the reasonableness of the project-specific approach recommended by the City Arborist.

The remaining recommendations concern implementation of the approved alternative, including provision of the required maintenance assurance device and verification of tree protection fencing on the civil and grading plans. These requirements may appropriately be incorporated as conditions of project approval.

Consistency with the Purpose of [PMC Chapter 18.180](#)

The alternative does not eliminate the project's tree-retention obligation. Instead, it changes the method through which that obligation is achieved. Under the Alternative C approach, the project must establish a substantial new tree population using species appropriate to the Pacific Northwest and the site's climatic, topographic, and hydrologic conditions. Replacement areas are protected during construction, irrigation is provided for establishment, replacement trees are subject to an ongoing management schedule, and a maintenance assurance is required.

This approach also allows the replacement trees to become established under the post-development conditions in which they are expected to remain. Unlike individual trees remaining from a previously dense forest stand, the replacement trees can develop root systems, crowns, and wind exposure characteristics appropriate to their permanent surroundings.

For this particular site, staff supports the City Arborist's conclusion that establishing and maintaining 323 appropriately located replacement trees provides a more sustainable long-term approach to achieving the purposes of [PMC Chapter 18.180](#) than requiring preservation of trees that the professional arborist evaluations indicate would have an increased likelihood of mortality or failure following development.

Determination

Based upon the project-specific Tree Protection Plan, the existing condition and structure of the forest stand, the limitations of the available retention areas, the potential for increased wind exposure and tree failure following clearing, and the independent review and recommendation of the City Arborist, the Planning and Economic Development Department finds that Cedar View may utilize the alternative tree retention option provided by [PMC 18.180.040\(C\)](#). Staff supports and relies upon the City Arborist's technical determination that establishment of 323 replacement trees is appropriate for the site, reflects an appropriate stocking level for the available replacement areas, and avoids recreating the dense, competitive stand conditions that contributed to the existing site's long-term tree-health and stability concerns. Together with the applicable landscape, establishment, and maintenance requirements, the 323 replacement trees provide an adequate alternative to retention of the existing trees..

For Cedar View, the Alternative C approach consists of replacement and establishment of 323 trees, corresponding to the number of healthy significant trees that otherwise would be required to be retained under [PMC 18.180.030\(B\)\(1\)](#). The alternative also includes the approved landscape plan, plant materials appropriate to the natural character and environmental conditions of the site, tree protection measures, irrigation and establishment requirements, and replacement of unsuccessful plantings. In addition, consistent with [PMC 18.180.040\(D\)](#), the project will provide a five-year maintenance assurance bond, exceeding the City's typical two-year maintenance assurance period and providing additional assurance of successful establishment of the replacement trees.

This determination is site-specific. It does not establish that removal and replacement is preferable to retention generally, nor does it establish that replacement of 25% of qualifying significant trees on a tree-for-tree basis is the required or appropriate methodology for future Alternative C proposals. The 323-tree replacement quantity for Cedar View is supported by the specific conditions of this site and the technical review and recommendation of the City Arborist. Future requests for alternative tree retention must be evaluated based upon the applicable provisions of [PMC Chapter 18.180](#), existing forest and site conditions, development configuration, long-term viability and safety of retained trees, appropriate replacement-tree stocking and establishment, and, where applicable, review and recommendation of the City Arborist.

Additional Context – Tree Retention and Stand Stability in the Surrounding Area

The City's experience with previously developed residential communities in this portion of Poulsbo provides additional context for the Cedar View determination, although it is not the primary basis for approval of the Cedar View alternative tree retention plan.

The Westwood Crossing, Winslow Ridge, and Glenwood communities (see right) contain areas where existing forest trees were retained as development occurred around them. Following development, these communities have experienced continuing issues involving windfall, declining trees, hazardous-tree removals, and mortality within or adjacent to retained tree areas. These experiences demonstrate an important distinction between preserving an existing tree at the time of development and successfully retaining a healthy and structurally stable tree over the long term.



Tree stands develop collectively. Trees growing within dense stands may have different crown structures, root characteristics, and exposure to prevailing winds than trees that develop along an established forest edge or in an open landscape. Removal of surrounding trees during development can substantially alter those conditions. A tree that is healthy before clearing therefore is not necessarily a tree that has a reasonable likelihood of remaining healthy and structurally stable after the surrounding stand is removed.

This local experience reinforces the importance of the priorities already contained in [PMC 18.180.030\(A\)](#), including retaining healthy groups and stands rather than isolated trees, considering whether trees have a reasonable chance of survival after development, and avoiding retention of trees that may pose a future threat to persons or property.

The Cedar View determination should therefore not be characterized as a preference for tree removal. Rather, it reflects a long-term tree retention strategy: where professional arborist analysis demonstrates that preservation of portions of an existing stand is unlikely to result in safe, healthy, sustainable trees following development, [PMC 18.180.040](#) provides a mechanism for the City to consider an alternative that establishes a new, appropriately located and maintained tree population.

In this case, the project-specific arborist analysis and independent City Arborist peer review provide the technical basis for the Cedar View determination. The City's experience managing retained tree stands in nearby residential developments provides additional context and reinforces the importance of considering long-term tree health, stability, and survivability rather than retention solely to achieve a numerical percentage at the time of development.

WASHINGTON FORESTRY CONSULTANTS, INC.

FORESTRY AND VEGETATION MANAGEMENT SPECIALISTS



W F C I

O: 360/943-1723
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9136 Yelm Hwy SE
Olympia, WA 98513

- Preliminary Tree Protection Plan-

CEDARVIEW AT GLENNWOOD

NW Mushroom Lane
Poulsbo, Washington

Prepared for: Trumark Homes Washington LLC
Prepared by: Washington Forestry Consultants, Inc.
Date of Report: April 23, 2026

Introduction

The project proponent is planning to construct a new 22-lot single-family home plat on 4.92 acres on two parcels off NW Mushroom Lane in Poulsbo, WA. The proponent has retained WFCI to:

- Evaluate all significant (≥ 6 inches diameter) trees on the site pursuant to the requirements of Chapter 18.180 of Poulsbo Municipal Code.
- Make recommendations for tree removal and retention.
- Complete the required minimum stocking and tree replacement calculations.

Methodology

The significant (6-inches DBH and larger) trees on the parcel were inventoried using standard forestry sampling methodology. Six variable area plots were installed on a systematic grid across the parcel. The plot locations are marked in the field with pink flagging. Data from the counts of significant trees were entered into SuperAce[®], a forest inventory software program that projected the total number of significant trees of the project. This plot data will be used to determine the 25% tree retention requirement. Sampling was designed to and achieved a 95% confidence level for the projection of the population of significant trees. The evaluation used methodology developed by the International Society of Arboriculture and Matheny and Clark (1998)¹.

¹ Nelda Matheny and James R. Clark. (1994). A Photographic Guide to the Evaluation of Hazard Trees in Urban Areas (2nd Edition). International Society of Arboriculture, Champaign, IL.

Observations

Site Description

The site is made up of 2 parcels, legally described as parcel #: 102601-2-018-2009 & 102601-2-017-2000. Each parcel is 2.46-acres, for a total of 4.92-acres of project area. The parcels are mostly flat with moderate slopes in the west portion of the site. The site is bordered by single-family homes to the north, south and west, and Olympic College to the east. There are no improvements on the site.

Soils

According to the USDA Web Soil Survey there are two variants of the Poulsbo gravelly sandy loam located on the site. These soil types are a moderately deep, moderately well drained soil found on glacial terraces. A weakly cemented hardpan is at a depth of 20 to 40 inches. Permeability is moderately rapid above the hardpan and very slow in the pan. Available water capacity is very low. Effective rooting depth is 20-40 inches. A perched seasonal high-water table is at a depth of 12-30 inches from November to March. The potential for windthrow of trees is moderate under normal conditions. New trees require irrigation for establishment.

Figure 1: Cedarview at Glennwood Plat Project Soil Map.



39 – Poulsbo gravelly sandy loam 0 – 6% slope
40 – Poulsbo gravelly sandy loam 6 – 15% slope

Existing Tree Conditions

There is one forest cover type on the parcel for the purposes of description (see Attachment #1).

Type I. -- Cover Type I covers the entire 4.92-acre site. The type is a very dense stand of native, second growth trees. Tree species include Douglas-fir (*Pseudotsuga menziesii*), western redcedar (*Thuja plicata*), western white pine (*Pinus monticola*), and western hemlock (*Tsuga heterophylla*). There are projected to be 1,784 trees in this type, ranging in size from 7 to 22 inches DBH. Tree conditions range from 'Dead' to 'Good' with most trees described as being in 'Fair' condition or better. One thousand two hundred and ninety-one (1,291) of the 1,784 trees are healthy significant trees. There are also 787 healthy, non-significant trees <6" DBH in the type. There are many trees infected with red ring rot (*Porodaedalea pini*) and brown crumbly rot (*Fomitopsis pinicola*) throughout the stand.



Photo 1. View of typical trees in Type I on Poulsbo - Figgis Plat site.

The understory vegetation is very dense shrubs including evergreen huckleberry (*Vaccinium ovatum*), salal (*Gaultheria shallon*), and western rhododendron (*Rhododendron occidentale*).

Table 1. Summary of Trees in Cover Type I.

Species	DBH Range (in.)	# of Healthy Trees	# of Unhealthy Trees	Total # of Trees
Douglas-fir	7 – 22	950	409	1,359
Western Hemlock	8 – 21	177	84	261
Western Red Cedar	9 – 12	143	0	143
Western White Pine	10 – 19	21	0	21
Summary	7 – 22	1,291	493	1,784

Potential Tree Retention

The site plan shows two tracts (Tracts A & B) where trees could be retained. The trees in these tracts are tightly spaced that have grown very tall and thin with small live crowns. There is also a significant amount of dead and unhealthy trees in the stand from multiple wood decay fungus. Saving trees would require large tree protection areas to reduce the chances of windthrow after development. The perimeter landscaping areas are only 20' wide, which is not enough space to provide adequate protection for the root systems of potential save trees resulting in short-term trees from dying or failing. Targets for the save trees would include the new proposed homes and off-site homes to the north, south, and west that are all within target range of on-site trees if they failed. The likelihood of tree failure would increase considerably with the surrounding trees removed from the interior of the site.

Considering the required grading, the small width of planned save areas, the condition and density of the stand it would be prudent to remove all the trees and replant to eliminate the risk of tree failure after clearing.

Impacts to Off-Site Trees

Trees on the parcels to the north, south, and east will be exposed to additional winds after the site is cleared. Property lines need staking to properly inventory the edge trees.

Discussion

There are 1,291 healthy significant-sized trees currently growing in the project area. The City of Poulsbo requires 25% significant trees to be retained.

The following is a summary of the proposed tree retention:

Total Trees on Site:	1,784 Trees
Number of Unhealthy Trees:	<u>493 Trees</u>
Number of Healthy Trees:	1,291 Trees
Required Tree Retention (25% of 1,291 trees):	323 Significant Trees
Planned Tree Retention:	0 Significant Trees <u>0 Non-significant trees</u> 0 Saved Trees
Shortfall of Tree Retention Requirement: (323 – 0)	323 Trees
Required Replacement Trees:	323 Replacement Trees

The proposed site plan is retaining 0 trees in two save tree areas on the site. Per the City of Poulsbo Arborist memo, dated April 21, 2026, a total of 323 2”-caliper or 6’ tall evergreen replacement trees are required since the planned tree retention is under the 25% retention requirement.

The applicant shall utilize plant materials which complement the natural character of the Pacific Northwest, and which are adaptable to the climatic, topographic, and hydrologic characteristics of the site. A landscape plan is required to be submitted.

When an alternative proposal includes supplemental or replacement trees in lieu of retention, the application shall be required to provide a maintenance assurance device, as set forth in Section 18.130.060(C) or (D).

Tree Protection Measures

Tree planting areas should be protected during site grading and construction with high visibility NPGA fencing on driven posts (see Attachment #4) located at the edge of construction. The fencing should contain signs stating, “Tree Save Area—Keep Out”. While code calls for fencing constructed of chain link, other approved material at least four feet high can be authorized by the review authority. Past projects in Poulsbo have used the NPGA fencing, and they were accepted.

Protection of these areas will maintain soil structure for future plantings. The fences should be installed after logging, but prior to the start of land clearing. Placing the fencing on-site prior to logging results in smashed fences. Installing the fencing after clearing has been successfully accomplished on multiple projects. To keep machines out of tree protection areas the edges of the tree protection areas should be flagged in the field prior to work starting to identify the protection areas. Trees in the tracts should be hand cut and yarded by machines from the outside. Machines should stay back from the lot perimeter during clearing.

There should be no root disturbing activity within the critical root zone of save trees. This includes irrigation line installation, rototilling, equipment operation, trenching, cuts, or fills. If roots are encountered outside of the established root protection zone, they should be cut cleanly with a saw and covered immediately with moist soil. If grading or fill soils must impact tree, then the tree should be re-evaluated by WFCI to determine if the tree can be saved. Mitigation to save the tree can then be prescribed, or tree removal may be necessary.

Pruning

Tree pruning may be required where trails, sidewalks, access roads, or other improvements occur near saved trees. Crown raising should be done to a height of 8' over sidewalks, and 15' over driveways or streets to allow vehicles to pass without damaging branches. All new buildings should have at least 10 feet of clearance to tree branches. Pruning should be completed prior to construction to avoid tree damage by construction contractors cutting or breaking branches for clearance.

All pruning on save trees should be completed according to the ANSI A300 (2001) standards for proper pruning, and be completed by, or supervised by an International Society of Arboriculture Certified Arborist®.

Conclusions

Timeline for Activity

1. The approved tree protection plan map should be included in the construction drawings for bid and construction of the project.
2. Contact WFCI to attend pre-job conference and discuss tree protection issues with logging and clearing contractor. WFCI can verify all trees to be saved and/or removed are adequately marked for retention.
3. Complete logging and removal of any hazard trees within reach of homes or other targets within the project and outside of the project area.
4. Complete all necessary pruning to provide at least 8' of ground clearance near sidewalks and trails, and 15' above all driveways or access roads.
5. Complete land clearing. Do not excavate stumps within 10' of trees to be saved. These should be individually evaluated by WFCI to determine method of removal.
6. Remove any invasive species within tree protection areas. No equipment should enter the tree protection areas.

7. Install tree protection fences along the perimeter landscape and around all interior trees to be saved. The fences should be located at the edge of grading. Maintain fences throughout construction.
8. Complete grading and construction of the project.

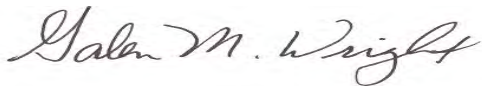
Summary

There are 1,291 healthy significant trees on the subject parcel. At least 323 significant trees are required to be retained to meet the 25% tree retention requirement. Zero significant trees are planned to be retained. Three hundred and twenty-three replacement trees are required to replace the number of trees short of the minimum requirement.

Please give us a call if you have any questions.

Respectfully submitted,

Washington Forestry Consultants



Galen M. Wright, ACF, ASCA
ISA Bd. Certified Master Arborist PN-129BU
Certified Forester No. 44
ISA Tree Risk Assessor Qualified
ASCA Tree and Plant Appraisal Qualified



Joshua Sharpes
Professional Forester
ISA Certified Arborist
Urban Forest Professional, PN-5939AM
ISA Tree Risk Assessor Qualified

Attachment 1. Aerial Photo of Cedarview at Glenwood Plat Project Area

(Kitsap County Parcel Viewer 2021)



— Project & Forest Cover Type Boundary

Attachment 2. Cedarview at Glennwood Preliminary Site Plan



— Project Boundary

--- Tree Protection Fence Locations

Attachment 3. Stand Summary Reports by Type
(2 pages attached)

Stand Summary Report

State, County:

Project: KITSAP COUNTY

Tract: FIGGIS

Stand: 0001

Acres: 5.00

Plots: 6

Trees: 35

Measured Trees: 0

Count Trees: 35

Species: GEN WEST

Sort: ACI SORTS-SPECIES

Grade: NW SCALE GRADES

Price: ACI-2018

Cost: ACI-2023

Page: 1/2

Date: 06/27/2025

Cruised: 03/26/2025

Grown To:

Edited: 06/27/2025

Spp	St	Dbh	Smpl Trees	Avg Age	Avg FF	Avg Total Ht	Trees /Ac	BA /Ac	Logs /Ac	Ht/D Inches	Net Per Log		Net Per Acre			BdFt Def	Total Net		
											CuFt	BdFt	Tons	CuFt	BdFt	%	Tons	Ccf	Mbf
DF	0	9	0	50	90	0	37.260	16.46	0.000	0.0						0.0			
DF-0			0	50	90	0	37.260	16.46	0.000	0.0	0	0				0.0			
DF	2	7	0	50	90	0	30.796	8.23	0.000	0.0						0.0			
DF	2	10	0	50	90	0	15.090	8.23	0.000	0.0						0.0			
DF-2			0	50	90	0	45.887	16.46	0.000	0.0	0	0				0.0			
DF	3	9	0	50	90	0	55.890	24.69	0.000	0.0						0.0			
DF	3	14	0	50	90	0	7.699	8.23	0.000	0.0						0.0			
DF-3			0	50	90	0	63.589	32.92	0.000	0.0	0	0				0.0			
DF	4	9	0	50	90	0	18.630	8.23	0.000	0.0						0.0			
DF	4	11	0	50	90	0	24.943	16.46	0.000	0.0						0.0			
DF	4	13	0	50	90	0	8.929	8.23	0.000	0.0						0.0			
DF	4	14	0	50	90	0	23.097	24.69	0.000	0.0						0.0			
DF	4	17	0	50	90	0	15.665	24.69	0.000	0.0						0.0			
DF	4	19	0	50	90	0	4.180	8.23	0.000	0.0						0.0			
DF	4	20	0	50	90	0	3.773	8.23	0.000	0.0						0.0			
DF	4	22	0	50	90	0	3.118	8.23	0.000	0.0						0.0			
DF-4			0	50	90	0	102.334	107.00	0.000	0.0	0	0				0.0			
DF	5	16	0	50	90	0	5.895	8.23	0.000	0.0						0.0			
DF	5	18	0	50	90	0	13.972	24.69	0.000	0.0						0.0			
DF	5	19	0	50	90	0	4.180	8.23	0.000	0.0						0.0			
DF	5	22	0	50	90	0	3.118	8.23	0.000	0.0						0.0			
DF-5			0	50	90	0	27.165	49.38	0.000	0.0	0	0				0.0			
WH	0	11	0	50	90	0	12.471	8.23	0.000	0.0						0.0			
WH-0			0	50	90	0	12.471	8.23	0.000	0.0	0	0				0.0			
WH	2	18	0	50	90	0	4.657	8.23	0.000	0.0						0.0			
WH-2			0	50	90	0	4.657	8.23	0.000	0.0	0	0				0.0			
WH	3	8	0	50	90	0	23.579	8.23	0.000	0.0						0.0			
WH	3	13	0	50	90	0	8.929	8.23	0.000	0.0						0.0			
WH	3	21	0	50	90	0	3.422	8.23	0.000	0.0						0.0			
WH-3			0	50	90	0	35.929	24.69	0.000	0.0	0	0				0.0			
RC	3	9	0	50	90	0	18.630	8.23	0.000	0.0						0.0			
RC-3			0	50	90	0	18.630	8.23	0.000	0.0	0	0				0.0			
RC	4	12	0	50	90	0	10.479	8.23	0.000	0.0						0.0			
RC-4			0	50	90	0	10.479	8.23	0.000	0.0	0	0				0.0			
WP	5	19	0	50	90	0	4.180	8.23	0.000	0.0						0.0			
WP-5			0	50	90	0	4.180	8.23	0.000	0.0	0	0				0.0			

Stand Summary Report

State, County:Project: KITSAP COUNTYTract: FIGGISStand: 0001Acres: 5.00

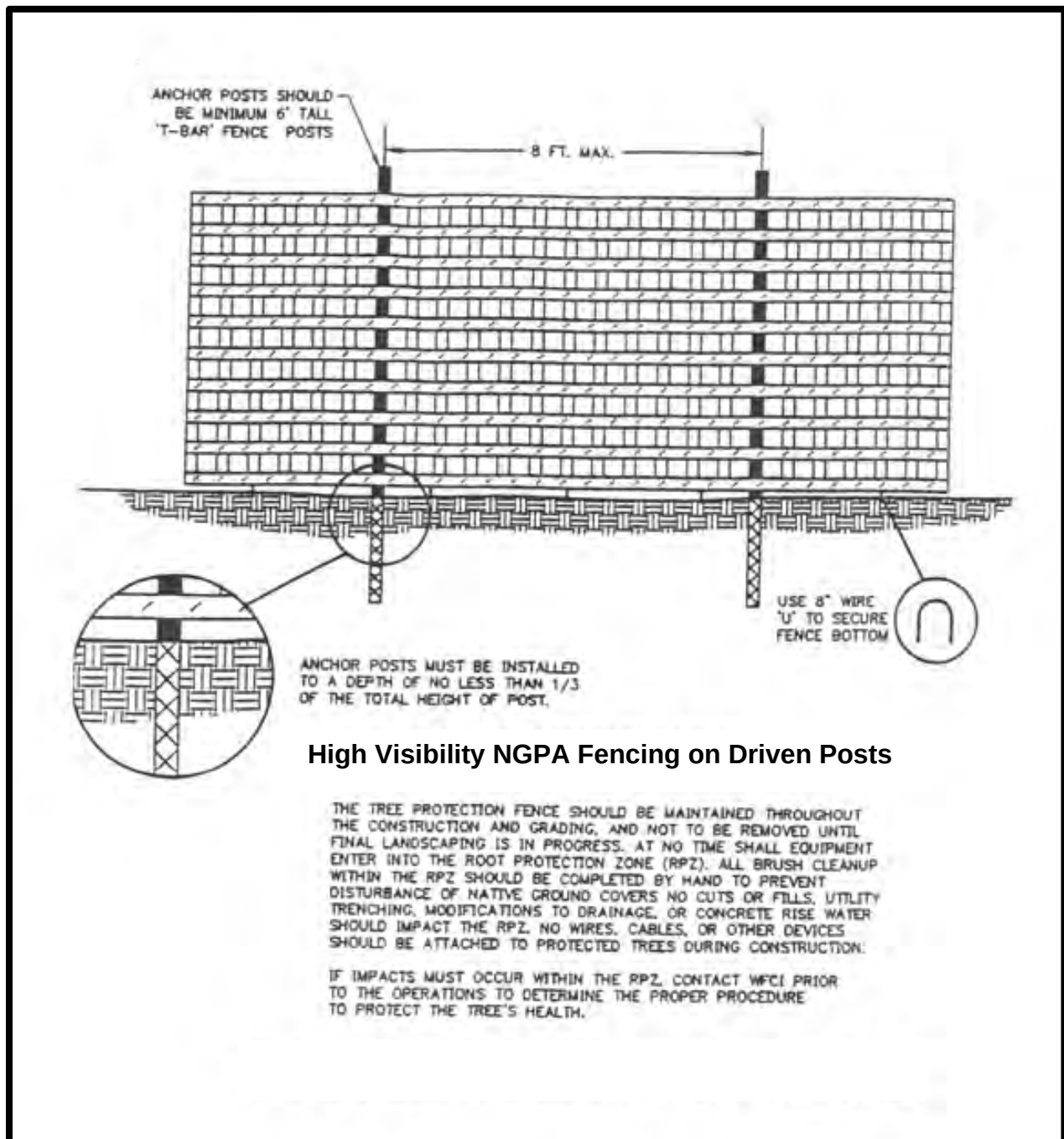
Plots: 6# Trees: 35# Measured Trees: 0# Count Trees: 35

Species: GEN WESTSort: ACI SORTS-SPECIESGrade: NW SCALE GRADESPrice: ACI-2018Cost: ACI-2023

Page: 2/2Date: 06/27/2025Cruised: 03/26/2025Grown To:Edited: 06/27/2025

												Net Per Log		Net Per Acre			BdFt	Total Net		
Spp	St	Dbh	Trees	Avg Age	Avg FF	Avg Total Ht	Trees /Ac	BA /Ac	Logs /Ac	Ht/D Inches		CuFt	BdFt	Tons	CuFt	BdFt	%	Tons	Ccf	Mbf
Stands/Project:			0	50	90	0	362.582	288.07	0.000	0.0		0	0				0.0			

Attachment 4. Tree Protection Fence Detail



Attachment #5. Assumptions and Limiting Conditions

- 1) Any legal description provided to the Washington Forestry Consultants, Inc. is assumed to be correct. Any titles and ownership's to any property are assumed to be good and marketable. No responsibility is assumed for matters legal in character. Any and all property is appraised or evaluated as though free and clear, under responsible ownership and competent management.
- 2) It is assumed that any property is not in violation of any applicable codes, ordinances, statutes, or other governmental regulations, unless otherwise stated.
- 3) Care has been taken to obtain all information from reliable sources. All data has been verified insofar as possible; however, Washington Forestry Consultants, Inc. can neither guarantee nor be responsible for the accuracy of information.
- 4) Washington Forestry Consultants, Inc. shall not be required to give testimony or to attend court by reason of this report unless subsequent contractual arrangements are made, including payment of an additional fee for such services as described in the fee schedule and contract of engagement.
- 5) Loss or alteration of any part of this report invalidated the entire report.
- 6) Possession of this report or a copy thereof does not imply right of publication or use for any purpose by any other than the person to whom it is addressed, without the prior expressed written or verbal consent of Washington Forestry Consultants, Inc.
- 7) Neither all or any part of the contents of this report, nor copy thereof, shall be conveyed by anyone, including the client, to the public through advertising, public relations, news, sales or other media, without the prior expressed written or verbal consent of Washington Forestry Consultants, Inc. -- particularly as to value conclusions, identity of Washington Forestry Consultants, Inc., or any reference to any professional society or to any initialed designation conferred upon Washington Forestry Consultants, Inc. as stated in its qualifications.
- 8) This report and any values expressed herein represent the opinion of Washington Forestry Consultants, Inc., and the fee is in no way contingent upon the reporting of a specified value, a stipulated result, the occurrence neither of a subsequent event, nor upon any finding in to reported.
- 9) Sketches, diagrams, graphs, and photographs in this report, being intended as visual aids, are not necessarily to scale and should not be construed as engineering or architectural reports or surveys.
- 10) Unless expressed otherwise: 1) information contained in this report covers only those items that were examined and reflects the condition of those items at the time of inspection; and 2) the inspection is limited to visual examination of accessible items without dissection, excavation, probing, or coring. There is no warranty or guarantee, expressed or implied, that problems or deficiencies of the tree or other plant or property in question may not arise in the future.

Note: Even healthy trees can fail under normal or storm conditions. The only way to eliminate all risk is to remove all trees within reach of all targets. Annual monitoring by an ISA Certified Arborist or Certified Forester will reduce the potential of tree failures. It is impossible to predict with certainty that a tree will stand or fail, or the timing of the failure. It is considered an 'Act of God' when a tree fails, unless it is directly felled or pushed over by man's actions.



TECHNICAL MEMORANDUM

Date January 7, 2026
To Ashely Weller
City of Poulsbo
From John Bornsworth, Principal Consultant
Peninsula Environmental
Subject Cedarview at Glennwood PRD Review P-11-04-25-02

1 Summary

Peninsula Environmental (“City Arborist”) conducted a review of submitted materials in association with the proposed Cedarview at Glenwood Proposed Residential Development (P-11-04-25-02) at the request of the City of Poulsbo (“City”). Consultant has not visited the proposed project site at this time. The following summarizes the material reviewed and presents the Consultant’s findings, opinions and comments.

Information reviewed:

- 1) KPFF Civil Plans dated 10/9/2025. Sheets C1.00, C2.00, C4.00, C5.00
- 2) Nature by Design Landscape Plans dated 10/7/2025. Sheets L1, L2.
- 3) Washington Forestry Consultants, Inc., Preliminary Tree Protection Plan (TPP), dated 10/29/2025 (14pg)

Tree Protection Plan:

- 1) The forest inventory and assessment appear accurate and satisfactory for PMC 18.180 standards.
- 2) The Project Arborist applies the Alternative Tree Retention Option in PMC 18.180.040 due to existing forestry/site conditions and development layout conditions being generally unsuitable for existing tree retention. Project Arborist proposes replanting 323 trees (25% of the existing 1,291 healthy trees).
- 3) Project Arborist notes that proposed tree planting areas should be protected during site grading and construction using perimeter fencing. PMC 18.180 specifies that Tree Protection Fencing consist of 4-foot-tall chain-link fencing. While the fencing described by the Project Arborist for tree planting areas does not meet the technical definition of Tree Protection Fencing, the intended function is equivalent: protection of soils that will support tree roots. In the City Arborist’s opinion, chain-link fencing installed on driven posts is more appropriate to protect these soils, given the anticipated level of adjacent construction activity, the number of subcontractors onsite, and the relative ease with which high-visibility plastic fencing can be displaced.
- 4) Project Arborist notes tree fencing should be installed after logging but prior to land clearing (pg 5). City Arborist is concerned about soil disturbance and compaction within the tree planting area fencing areas if logging is mechanized with heavy equipment. If logging is mechanized, indicate how ground protection will be achieved in those areas in order to protect soils in the replanting



area. City Arborist recommends hand felling inside the Tree Protection Areas and yarding from outside the fencing. Project Arborist TPP itself concludes no equipment should enter tree protection areas.

- 5) Per PMC 18.180.070 TPP should include detail on protection fencing signage. See code for specific requirements. Specify such signage in the TPP and show sign detail in Landscape Plans.
- 6) TPP does not include details or discussion on trail denoted on Landscape Plans. Include soil protection measures for trail installation.
- 7) TPP is missing PMC 18.180.040 C & D. Please include this information in resubmittal.
- 8) TPP recommends supplemental irrigation on all new plantings.

Landscape Plans:

- 1) Landscape plans do not show the required quantity of replacement trees as described in the TPP.
- 2) TPP recommends irrigation for new tree establishment. Irrigation for the 343 trees replacement trees will need to be shown on an irrigation drawing.
- 3) Per PMC 18.180.070 TPP should include detail on protection fencing signage. See code for specific requirements. Specify such signage in the TPP and show sign detail in Landscape Plans.
- 4) Per PMC 18.18.080.E, boundary between protected area and abutting land must be permanently identified. Denote permanent fence location, sign locations, sign detail on Landscape Plans.
- 5) Three trees shown for ROW plant schedule:
 - a. Acer grandidentatum 'Schmidt'
 - b. Syringa reticulata
 - c. Acer palmatum
- 6) *STILL NEED TO REVIEW LANDSCAPE REQUIREMENTS*

Civil Plans:

- 1) Tree fencing location must be shown on Civil Plans, including grading plans.

Recommendations:

- 1) Utilize 4-foot chain-link fence on driven posts for Tree Protection Fencing. Landscape plans must include a detail on the chain link fence.
- 2) Denote Tree Protection Fencing signage location and details on Landscape plans.
- 3) Tree Protection Fencing must be maintained in place throughout construction.
- 4) Denote permanent fencing and signage on Landscape Plans, with details of both.
- 5) Include plant species that meet Alternative Tree Retention Requirements in TPP.
- 6) Include maintenance assurance that meet Alternative Tree Retention Requirements in TPP.



- 7) Include tree species, quantity, general spacing, installation specifications and irrigation specifications in updated Landscape Plan.

2 Closing

Thank you for the opportunity to evaluate your trees. If you have questions, please contact us.

Respectfully,

John Bornsworth | Principal

ISA Board Certified Master Arborist PN-7955BM

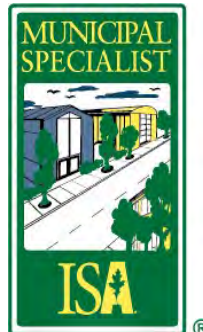
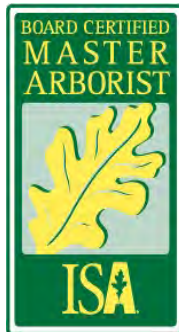
Registered Consulting Arborist #724

Tree Risk Assessment Qualified

Tree & Plant Appraisal Qualified and ASCA Approved Instructor

Certified Erosion & Sediment Control Lead

WSDA Pesticide Operator w/ Aquatics, right-of-way and orinimetal endorsements



Peninsula Environmental Group, Inc.

824 E. 8th St. Suite D | Port Angeles WA 98362

(360) 504-3825 | www.peninsulaeg.com

Port Angeles | Petoskey

WA Contractor ID: PENINEG813MC

TECHNICAL MEMORANDUM



Date April 21, 2026
To Ashely Weller
City of Poulsbo
From John Bornsworth, Principal Consultant
Peninsula Environmental
Subject Second City Arborist Review for Cedarview at Glenwood PRD P-11-04-25-02

1 Summary

Peninsula Environmental (“City Arborist”) conducted a review of submitted materials in association with the proposed Cedarview at Glenwood Proposed Residential Development (P-11-04-25-02) at the request of the City of Poulsbo (“City”). The following summarizes the material reviewed and presents the Consultant’s findings, opinions and comments.

Information reviewed:

- 1) Washington Forestry Consultants, Inc., Preliminary Tree Protection Plan (TPP), dated 03/20/2026 (14pg)

Tree Protection Plan:

- 1) The forest inventory and assessment appear accurate and satisfactory for PMC 18.180 standards.
- 2) The Project Arborist applies the Alternative Tree Retention Option in PMC 18.180.040 due to existing forestry/site conditions and development layout conditions being generally unsuitable for existing tree retention. Project Arborist proposes replanting 323 trees (25% of the existing 1,291 healthy trees).
 - a. The updated 03/20/2026 TPP modifies the replacement trees from 323 to 969. The 969 is calculated using an inch-by-inch basis of tree retention. This results in too high a stocking level and results in a superadequate ecology. City Arborist recommends applying replacement trees of 323 and maintaining for a minimum of 5-years.
- 3) Project Arborist recommends tree protection fencing installed after logging and prior to site clearing. This is acceptable and appropriate for the site. Project Arborist shall verify during Pre-Construction meeting that the logging area is demarcated with flagging. At no time shall logging equipment enter the Tree Protection Zone.
 - a. Immediately after logging, Tree Protection Fencing should be installed for the project duration. After construction phases are over, permanent fencing shall be installed per PMC 18.180.080(D).
- 4) Project Arborist appears to rely on applicant to address PMC 18.180.040 C & D. These are (C) details on replacement tree species and (D) maintenance assurance. Please include both (C) and (D) in Landscape Plan.
- 5) TPP recommends supplemental irrigation on all new plantings.



Landscape Plans:

- 1) No updated comments. No new Landscape Plan provided. Review City Arborist peer review from 01/07/2026.

Civil Plans:

- 1) Verify tree protection fencing location is shown on Civil Plans, including grading plans.

Recommendations:

- 1) Include plant species that meet Alternative Tree Retention Requirements in TPP.
- 2) Include maintenance assurance that meet Alternative Tree Retention Requirements in TPP.
- 3) Include tree species, quantity, general spacing, installation specifications and irrigation specifications in updated Landscape Plan.

2 Closing

Thank you for the opportunity to evaluate your trees. If you have questions, please contact us.

Respectfully,

John Bornsworth | Principal

ISA Board Certified Master Arborist PN-7955BM

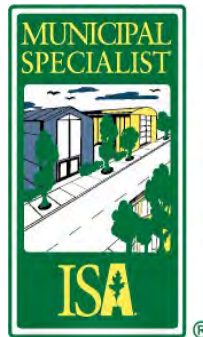
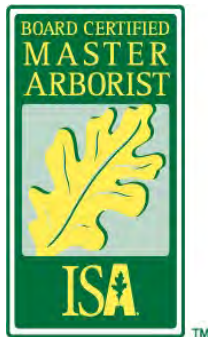
Registered Consulting Arborist #724

Tree Risk Assessment Qualified

Tree & Plant Appraisal Qualified and ASCA Approved Instructor

Certified Erosion & Sediment Control Lead

WSDA Pesticide Operator w/ Aquatics, right-of-way and orinimetal endorsements





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TECHNICAL MEMORANDUM



Date June 1, 2026
To Ashely Weller
City of Poulsbo
From John Bornsworth, Principal Consultant
Peninsula Environmental
Subject Second City Arborist Review for Cedarview at Glenwood PRD P-11-04-25-02

1 Summary

Peninsula Environmental (“City Arborist”) conducted a review of submitted materials in association with the proposed Cedarview at Glenwood Proposed Residential Development (P-11-04-25-02) at the request of the City of Poulsbo (“City”). The following summarizes the material reviewed and presents the Consultant’s findings, opinions and comments.

Information reviewed:

- 1) Washington Forestry Consultants, Inc., Preliminary Tree Protection Plan (TPP), dated 04/23/2026 (14pg).
- 2) Nature by Design Landscape Plans dated 5/11/2026 (4 sheets).

Tree Protection Plan:

- 1) The forest inventory and assessment appear accurate and satisfactory for PMC 18.180 standards.
- 2) The Project Arborist applies the Alternative Tree Retention Option in PMC 18.180.040 due to existing forestry/site conditions and development layout conditions being generally unsuitable for existing tree retention. Project Arborist proposes replanting 323 trees (25% of the existing 1,291 healthy trees). This is adequate and meets PMC 18.180.040.
- 3) Tree Protection fencing is adequate and meets PMC 18.180.040.
- 4) TPP recommends supplemental irrigation on all new plantings.
- 5) City Arborist recommends TPP approval.

Landscape Plans:

- 1) Construction related and permanent Tree Protection Fencing and details are shown and meet PMC 18.180.040.
- 2) ROW plant schedule meets PMC 18.180
- 3) Tree Management Schedule meets PMC 18.180.
- 4) City Arborist recommended Landscape Plan approval.

Civil Plans:

- 1) No updated comments. No new Civil Plans provided. See recommended conditions of approval.



Recommended Conditions of Approval:

- 1) Provide maintenance assurance device noted in 18.130.060 Maintenance (C) and (D) (as required under 18.180.040 (D))
- 2) Verify tree protection fencing location is shown on Civil Plans, including Grading Plans.

2 Closing

Thank you for the opportunity to evaluate this project. If you have questions, please contact us.

Respectfully,

John Bornsworth | Principal

ISA Board Certified Master Arborist PN-7955BM

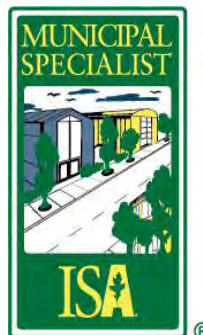
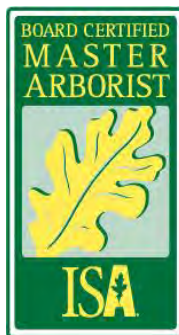
Registered Consulting Arborist #724

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Certified Erosion & Sediment Control Lead

WSDA Pesticide Operator w/ Aquatics, right-of-way and orinimetal endorsements



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TECHNICAL MEMORANDUM



Date August 27, 2026

To Ashely Weller
City of Poulsbo

From John Bornsworth, Principal Consultant
Peninsula Environmental

Subject Supplemental City Arborist Memorandum/Cedarview at Glennwood (PRD P-11-04-25-02)

1 Purpose

At the request of the City of Poulsbo, Peninsula Environmental Group, Inc. (“City Arborist”) provides this supplemental memorandum summarizing the technical basis and understanding for our previous peer reviews regarding application of PMC 18.180 to the Cedarview at Glennwood Planned Residential Development. This memorandum supplements our April 21 and June 1, 2026 peer reviews.

2 Existing Stand Conditions

PMC 18.180 establishes priorities for tree retention, including retaining trees within healthy vegetated groups and stands, trees having a reasonable chance of survival following development, and trees that will not pose a threat to persons or property. The proposed Cedarview project site currently contains a dense, second-growth conifer stand consisting primarily of Douglas-fir, western hemlock, western redcedar, and western white pine. The Project Arborist’s (Washington Forestry Consultants, Inc.; WFCI) forest inventory identifies approximately 1,784 Significant Trees (6 inches DBH or greater), of which 1,291 were classified as healthy. This represents approximately 28% of the stand’s Significant Trees as already dead, dying, or diseased.

This forest stand is comprised of coniferous trees established for timber production following a prior logging event, likely in the 1980s. Following harvest, trees intended for future timber production are typically established at relatively high densities with the expectation that the stand will be pre-commercially thinned (PCT) within approximately 15–20 years. PCT involves removing lower-quality specimens that create more desirable conditions for the remaining healthier specimens. Without pre-commercial thinning, densely stocked stands experience increased competition, reduced individual tree growth, and higher rates of disease and mortality. Trees that develop under dense stand conditions also tend to develop high height-to-diameter relationships and limited crown development, characteristics that can further increase the risk of tree failure over time.

Based on my review of the forest inventory documented in the WFCI Tree Protection Plan and the proposed retention areas, I concur with the Project Arborist that the existing forest conditions, in conjunction with the proposed development configuration, are unsuitable for retention. This forest structure, combined with the proposed development’s generally narrow perimeter retention areas, is expected to result in both short- and long-term mortality of trees planned for protection. Short-



term impacts would result primarily from modification of the wind environment within the formerly sheltered stand, while longer-term impacts would result from exposing interior, forest-grown trees to increased sunlight, altered edge conditions, and disturbed soil conditions.

Trees that develop within a dense stand benefit from collective shelter and have not developed under the wind exposure characteristic of an established forest edge or open-grown condition. Removal of adjacent trees can therefore increase wind loading and the likelihood of windthrow or structural failure of trees newly exposed to previously unfamiliar wind conditions. These conditions are directly relevant to the long-term survival and safety priorities identified in PMC 18.180.

3 Replacement Tree Quantity

PMC 18.180.030(B)(1) establishes a baseline retention requirement of at least 25 percent of qualifying Significant Trees. PMC 18.180.040 provides alternative tree retention options where conventional retention is not achievable or appropriate. Twenty-five percent of the 1,291 healthy Significant Trees is 323 trees.

In my April 21, 2026 review, I evaluated an interim proposal from WFCI proposing 969 replacement trees. This quantity of replacement trees was based upon a limited equivalent-diameter-inch calculation. The calculation assigned six diameter inches to each of the 323 Significant Trees otherwise required for retention, resulting in 1,938 diameter inches, which was then divided by the proposed 2-inch-caliper replacement tree size to produce 969 replacement trees. I characterize this as a “limited equivalent-diameter-inch” calculation because it assigns only the minimum qualifying diameter of six inches to each Significant Tree, rather than accounting for the actual diameter of the trees within the stand. If the calculation were extrapolated to include the actual equivalent diameter inches of the trees otherwise subject to the retention requirement, the resulting replacement quantity would be substantially greater. For this reason, I advised against this approach.

Replanting 969 trees within the available replacement planting areas would create a high stocking level that would effectively recreate the competitive conditions associated with the dense post-logging stand and lack of pre-commercial thinning currently observed on the site.

The intended outcome of tree replacement is to establish an ecologically sustainable post-development tree population rather than maximize the number of newly planted stems. Excessive initial stocking increases competition for light, water, soil volume, and canopy growing space. This competition can adversely affect tree establishment, growth, and survivability. Replacement density must therefore be considered together with available planting area, species selection, mature tree size, spacing, and the desired outcome of the site.

For Cedarview, I recommend establishment of 323 replacement trees, providing a direct tree-for-tree relationship with the 323 Significant Trees otherwise required for retention under the 25 percent standard. This quantity provides an appropriate stocking level for the site while allowing sufficient growing space for successful establishment and development of a healthy, sustainable tree



population. This recommendation is specific to the site conditions, development configuration, and replacement planting areas at Cedarview.

Further, a City Arborist-recommended condition of approval specifically limits the use of heavy machinery within the tree retention and future planting areas. This will limit soil compaction and degradation within those areas. Tree protection by nature requires soil protection; therefore, these measures will preserve natural soil conditions needed within the future planting areas.

4 Establishment and Maintenance

I additionally recommended a 5-year maintenance assurance period for the replacement trees, as opposed to the typical 2-year maintenance period. PMC 18.180.040(D) requires a maintenance assurance device where supplemental or replacement trees are proposed in lieu of retention, with the applicable assurance provisions established under PMC 18.130.060(C) or (D).

The 5-year period is particularly appropriate for this project because successful mitigation depends not merely upon installation of replacement trees, but upon their establishment and survival for decades to come. The size of the trees required under PMC 18.180 for tree retention replacement, generally 3–5 feet tall, requires more time for establishment where the desired outcome is a self-sustaining, resilient tree population.

Further, when applying a diameter-equivalent-inch replacement criterion, in which all diameter inches of removed Significant Trees are replaced through equivalent diameter inches of newly installed trees, one might expect the resulting high-density tree population to undergo natural attrition, with 20-30% of the reinstalled tree population naturally dying to “self-thin.” This may occur, but natural attrition takes multiple decades in our region. Instead, what occurs in the interim is the perpetuation of stagnant, low-quality trees, rather than those trees naturally attritioning at a rate sufficient to create an appropriately stocked tree population.

Extending the assurance period beyond the City’s typical 2-year period provides substantially greater opportunity to identify establishment failures, irrigation deficiencies, unsuitable planting locations, mortality, or other problems and to require replacement where necessary.

5 Prior City Arborist Review

The prior contracted City Arborist, Sound Urban Forestry, also commonly applied a stem-by-stem mitigation requirement for PMC 18.180, rather than the ‘diameter-equivalent-inches’ alternative allowance. Peninsula Environmental experienced this on multiples times when serving as the development/project arborist and Sound Urban Forestry reviewed our Tree Protection Plans. Further, in reviewing prior Sound Urban Forestry memorandums under their tenure, under multiple occasions when forest ecology did not support an inch-per-inch mitigation ratio, the stem-by-stem ratio was applied instead.



6 Closing

Based on my review of the existing forest conditions, project Tree Protection Plan, landscape plans, and proposed development configuration, I recommend the complete removal of existing trees and alternative retention approach for Cedarview at Glennwood.

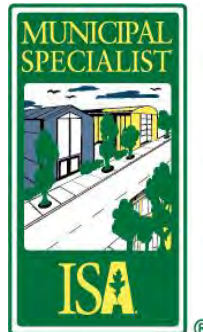
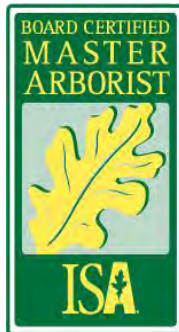
Together with the 5-year maintenance assurance (including tree protection measures, irrigation, mulching and replanting as needed), this alternative results in the most desirable long-term outcome for the project, and provides an ecologically appropriate approach for this site.

Thank you for the opportunity to evaluate this project. If you have questions, please contact us.

Respectfully,

John Bornsworth | Principal

ISA Board Certified Master Arborist PN-7955BM
Registered Consulting Arborist #724
ISA Urban & Community Forestry Professional (2014-2025)
Tree Risk Assessment Qualified
Tree & Plant Appraisal Qualified and ASCA Approved Instructor
Certified Erosion & Sediment Control Lead
WSDA Pesticide Operator w/ Aquatics, right-of-way and orinimetal endorsements



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WASHINGTON FORESTRY CONSULTANTS, INC.

FORESTRY AND VEGETATION MANAGEMENT SPECIALISTS



O: 360/943-1723
C: 360/561-4407

9136 Yelm Hwy SE
Olympia, WA 98513

MEMO TO: Geoff Sherwin
Trumark Homes Washington, LLC
612 Harrison Street Suite 100
Sumner, WA 98390

FROM: Joshua Sharpes
Galen Wright
Washington Forestry Consultants, Inc.

DATE: September 1, 2026

RE: Cedarview at Glennwood City Comment Response

Dear Mr. Sherwin:

We have reviewed the City of Poulsbo's comments regarding conditions for approval on the Cedarview at Glennwood project. The City is requiring three items be addressed prior to project approval. They are as follows:

1. Calculation of Equivalent Diameter for site.

PMC 18.180.030(B) does not discuss trees in terms of "sum of the diameter inches" Instead, the code discusses the number of trees which are six inches in diameter or greater measured four feet six inches above grade, . . . in order to define eligible trees.

In this case the tree report has identified 1,291 healthy trees. The 25% tree retention requirement would require 323 save trees. However, due to the topography of the site, the grading needed to meet general engineering requirements and disease related concerns, no trees have been identified for preservation. Therefore, the applicant proposes to implement the Alternative Tree Retention Option and plant 323 two-inch trees consistent with PMC 18.180.040(C). A calculation for equivalent diameter inches described in 18.180.040(A) or (B) is not necessary.

2. Any potentially suggested mitigation for offsite trees.

The off-site trees to the north and east of the project site will have increased risk of failure due to new wind exposure. The trees in these areas are tightly spaced that have grown very tall and thin with small live crowns and undeveloped root systems. There is also a significant amount of dead and unhealthy trees in the stand from multiple wood decay fungi. There are no proposed

mitigation actions to off-site tree stands, as the applicant has no rights of entry to off-site properties.

3. *Note on how long until an equivalent canopy (to today's canopy) could be reached.*

PMC 18.180 does not address tree preservation in terms of equivalent canopy and therefore, is not a measure that should be considered as part of this application process. However, to answer the question more generally, newly planted trees under natural conditions could take 30-40 years to re-establish a similar canopy. In a controlled environment where irrigation and regular maintenance are introduced, the canopy could re-establish itself sooner.

Please give us a call if you have any questions.

Respectfully submitted,

Washington Forestry Consultants, Inc.



Galen M. Wright, ACF, ASCA
ISA Bd. Certified Master Arborist PN-129BU
Certified Forester No. 44
ISA Tree Risk Assessor Qualified (2014-24)
ASCA Tree and Plant Appraisal Qualified



Joshua Sharpes
Professional Forester
ISA Certified Arborist®,
Urban Forest Professional, PN- 5939AM
ISA Tree Risk Assessor Qualified

Attachment 1. Assumptions and Limiting Conditions.

- 1) Any legal description provided to the Washington Forestry Consultants, Inc. is assumed to be correct. Any titles and ownership's to any property are assumed to be good and marketable. No responsibility is assumed for matters legal in character. Any and all property is appraised or evaluated as though free and clear, under responsible ownership and competent management.
- 2) It is assumed that any property is not in violation of any applicable codes, ordinances, statutes, or other governmental regulations, unless otherwise stated.
- 3) Care has been taken to obtain all information from reliable sources. All data has been verified insofar as possible; however, Washington Forestry Consultants, Inc. can neither guarantee nor be responsible for the accuracy of information.
- 4) Washington Forestry Consultants, Inc. shall not be required to give testimony or to attend court by reason of this report unless subsequent contractual arrangements are made, including payment of an additional fee for such services as described in the fee schedule and contract of engagement.
- 5) Loss or alteration of any part of this report invalidated the entire report.
- 6) Possession of this report or a copy thereof does not imply right of publication or use for any purpose by any other than the person to whom it is addressed, without the prior expressed written or verbal consent of Washington Forestry Consultants, Inc.
- 7) Neither all or any part of the contents of this report, nor copy thereof, shall be conveyed by anyone, including the client, to the public through advertising, public relations, news, sales or other media, without the prior expressed written or verbal consent of Washington Forestry Consultants, Inc. -- particularly as to value conclusions, identity of Washington Forestry Consultants, Inc., or any reference to any professional society or to any initialed designation conferred upon Washington Forestry Consultants, Inc. as stated in its qualifications.
- 8) This report and any values expressed herein represent the opinion of Washington Forestry Consultants, Inc., and the fee is in no way contingent upon the reporting of a specified value, a stipulated result, the occurrence neither of a subsequent event, nor upon any finding in to reported.
- 9) Sketches, diagrams, graphs, and photographs in this report, being intended as visual aids, are not necessarily to scale and should not be construed as engineering or architectural reports or surveys.
- 10) Unless expressed otherwise: 1) information contained in this report covers only those items that were examined and reflects the condition of those items at the time of inspection; and 2) the inspection is limited to visual examination of accessible items without dissection, excavation, probing, or coring. There is no warranty or guarantee, expressed or implied, that problems or deficiencies of the tree or other plant or property in question may not arise in the future.

Note: Even healthy trees can fail under normal or storm conditions. The only way to eliminate all risk is to remove all trees within reach of all targets. Annual monitoring by an ISA Certified Arborist or Certified Forester will reduce the potential of tree failures. It is impossible to predict with certainty that a tree will stand or fail, or the timing of the failure. It is considered an 'Act of God' when a tree fails, unless it is directly felled or pushed over by man's actions.



William T. Lynn
Direct: (253) 620-6416
E-mail: blynn@gth-law.com

August 19, 2026

Geoffrey P. Sherwin, P.E.
Trumark Homes
612 Harrison St, Ste 100
Sumner, WA 98390
gsherwin@trumarkco.com

Re: Cedarview at Glennwood

Dear Geoff,

As requested, I have reviewed the attached documents to assess the Applicant's ability to use the easement reserved in the corrective deed recorded under AFN 818085 for access to the Cedarview plat. My conclusion is that the easement does serve the land within the project.

This is clear from the attached short plat that created Lots A, B, C and D. Lots A and B comprise the Cedarview property. The 1991 short plat depicts the easement by reference to the recording number as the access for all 4 of the created lots. So, the County relied upon the easement as the required access for all 4 lots. Subsequently the County issued building permits for lots C and D, further confirming that the easement was an essential element of the created lots. That was followed by decades of actual use.

I am unable to see any basis for an argument that the easement does not provide access to Lots A and B.

Very truly yours,

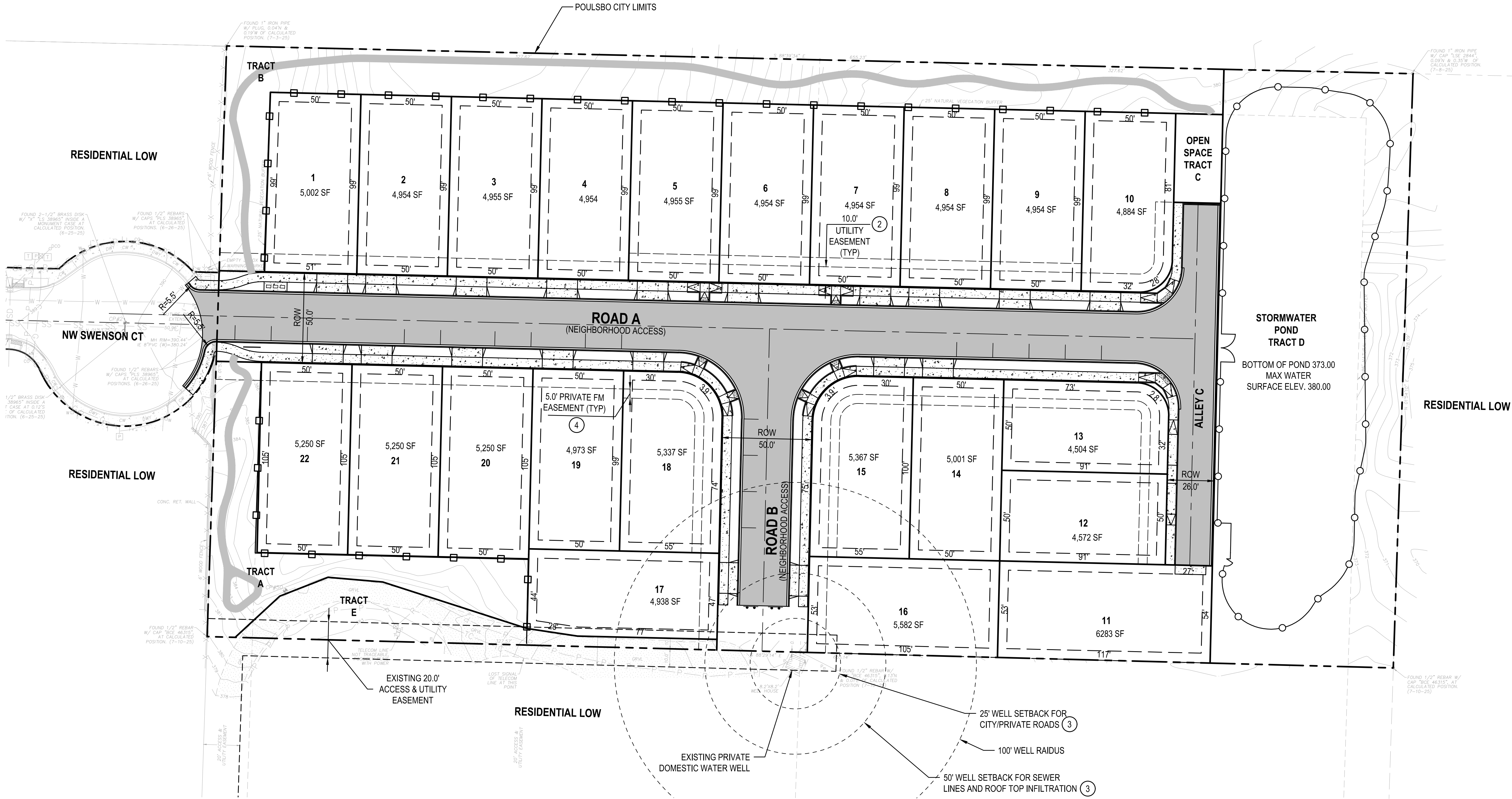
A handwritten signature in black ink, appearing to read 'William T. Lynn', with a long, sweeping horizontal line extending to the right.

William T. Lynn

1	09/2025	RAG	JRN	JSF	INITIAL PRELIMINARY PLAT SUBMITTAL	DRAWN BY RAG	DESIGNED BY JRN	CALL TWO BUSINESS DAYS BEFORE YOU DIG 1-800-424-5555 kpff 1601 5th Avenue, Suite 1600 Seattle, WA 98101 206.622.5822 www.kpff.com 06/15/2026	CEDARVIEW AT GLENNWOOD PLANNED RESIDENTIAL DEVELOPMENT POULSBORO, WASHINGTON	COVER SHEET	C0.00
2	03/2026	RAG	EKC	JSF	PRELIMINARY PLAT RESUBMITTAL 1	CHECKED BY EKC	APPROVED BY JSF				
3	05/2026	RAG	EKC	JSF	PRELIMINARY PLAT RESUBMITTAL 2						
4	06/2026	RAG	EKC	JSF	PRELIMINARY PLAT RESUBMITTAL 3						
						DATE OCTOBER 9, 2026					
NO.	DATE	BY	CHD.	APPR.	REVISION	JOB No.: 2500156		SCALE: AS NOTED			

LEGEND

- PROPOSED PROPERTY LINE
- PROPERTY LINE
- PROPOSED EASEMENT (2)
- EXISTING EASEMENT
- BUILDING SETBACK LINE
- CENTERLINE
- SPLIT RAIL FENCE
- FENCE
- TRAIL



TRACT SUMMARY TABLE			
TRACT	AREA (SF)	% OF TOTAL	USE
A	7,275	11.55	OPEN SPACE
B	16,243	25.78	OPEN SPACE
C	1,274	2.02	RECREATION, OPEN SPACE
D	33,717	53.51	STORMWATER POND
E	4,387	6.96	ACCESS

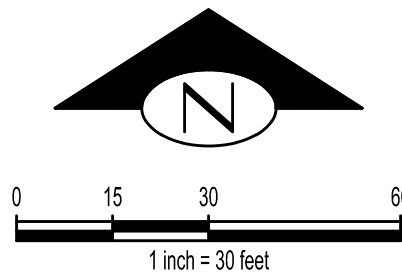
PRD RECREATION TRACT EXPANDED DESCRIPTION		
TRACT	USE	TYPE OF RECREATION USE
A	NATURE TRAIL THROUGH OPEN SPACE AREA	GROUP 1 PASSIVE
B	NATURE TRAIL THROUGH OPEN SPACE AREA	GROUP 1 PASSIVE
C	PARK WITH TWO PICNIC TABLES (ONE ADA)	GROUP 1 PASSIVE

PRD LOT CALCULATIONS TABLE		
PMC SECTION 18.260		
CODE REFERENCE	ALLOWED	PROVIDED
MINIMUM LOT AREA	3,750 SF	4,504 SF
MINIMUM AVERAGE LOT AREA	3,750 SF	5,005 SF
MAX GROSS DENSITY (5 UNITS PER GROSS ACRE)	24 LOTS	22 LOTS
MINIMUM NET DENSITY (4 UNITS PER NET ACRE)	19 LOTS	22 LOTS

PROPERTY INFORMATION SUMMARY TABLE		
TOTAL SITE AREA	214,308 SF / 4.92 AC	
ZONING	RESIDENTIAL LOW (RL)	
TYPICAL LOT SIZE	4,955 SF	
SMALLEST LOT SIZE	4,504 SF	
AVERAGE LOT SIZE	5,005 SF	
LARGEST LOT SIZE	6,283 SF	
DEVELOPMENT SUMMARY TABLE		
	REQUIRED	PROVIDED
UNENCUMBERED OPEN SPACE (MIN 15%)	32,146 SF	34,718 SF
FRONT SETBACK H/G	10 FT	10 FT / 20 FT
SIDE SETBACK	5 FT	5 FT
REAR SETBACK	5 FT	5 FT
MAX BLDG HEIGHT	35 FT	35 FT

NOTES:

- SEE SHEET C2.00 FOR PRELIMINARY STRIPING, SIGNAGE, AND PROPOSED ON-STREET PARKING STALLS.
- PROPOSED UTILITY EASEMENT FOR WATER, SEWER, STORMWATER, AND FRANCHISE UTILITIES SHALL ALL BE 10' (TYP) UNLESS OTHERWISE NOTED.
- PRIVATE DOMESTIC WELL SETBACKS REQUIRED BY THE KITSAP PUBLIC HEALTH DISTRICT ARE MAPPED FROM THE CENTER OF THE SURVEYED WELL HOUSE.
- PROPOSED EASEMENT FOR FORCE MAIN SHALL BE 5' (TYP).



Z:\2500001-2509999\2500156_Engis_Plan\CAD\Design\Plan\Fig-PP-C1.00-PLAN.dwg
Jun 04, 2026 - 5:06pm
molly.hoole

1	09/2025	RAG	JRN	JSF	INITIAL PRELIMINARY PLAT SUBMITTAL	DRAWN BY RAG	DESIGNED BY JRN
2	03/2026	RAG	EKC	JSF	PRELIMINARY PLAT RESUBMITTAL 1	CHECKED BY EKC	APPROVED BY JSF
3	05/2026	RAG	EKC	JSF	PRELIMINARY PLAT RESUBMITTAL 2	DATE OCTOBER 9, 2026	
4	06/2026	RAG	EKC	JSF	PRELIMINARY PLAT RESUBMITTAL 3	JOB No.: 2500156	
NO.	DATE	BY	CHD.	APPR.	REVISION	SCALE: AS NOTED	

CALL TWO BUSINESS DAYS BEFORE YOU DIG 1-800-424-5555

SCALE: AS NOTED

kpff

1601 5th Avenue, Suite 1600
Seattle, WA 98101
206.622.5822
www.kpff.com

SEAL OF THE STATE OF WASHINGTON
JULIAN S. FLETCHER
REGISTERED PROFESSIONAL ENGINEER
NO. 39847
EXPIRATION DATE 12/31/2026
06/15/2026

CEDARVIEW AT GLENNWOOD PLANNED RESIDENTIAL DEVELOPMENT
POULSBO, WASHINGTON

PRELIMINARY PLAT PLAN

SHEET

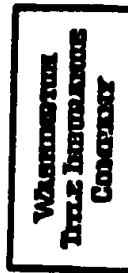
C1.00

QUIT CLAIM DEED

NO. 50069
KITSAW COUNTY
TRANSACTION EXCISE TAX

PAID APR 14 1964

AMOUNT
COUNTY TREASURER
BY *M. L. L.*



SEATTLE WASHINGTON

*Mail to W. Stanley Liddle, Jr.
5801 15th Ave. N.W.
Seattle 7 Wash*

Send Tax Statement to

Quit Claim Deed

Form LSC 9

THE GRANTOR JUNE IVERSON, a spinster

818085

for and in consideration of One Dollar (\$1.00)

conveys and quit claim s to JAMES R. STRICKLAND

the following described real estate, situated in the County of Kitsap

State of Washington including any interest therein which grantor may hereafter acquire:

The southeast quarter of the northwest quarter of the northwest quarter of section 10, township twenty-six north, range one east, W.M., comprising ten acres, more or less, EXCEPTING the west 18 feet thereof reserved for road.

This deed is given to correct an error made in legal description in that certain Quit Claim Deed executed by Irene Iverson, a widow, as grantor, in favor of June Iverson, a spinster, as grantee, on the 24th day of August, 1962 and recorded under Kitsap County Auditor's File No. 777302.

Dated this 6th day of April, 1964

June Iverson (SEAL)

(SEAL)

STATE OF WASHINGTON, }
County of KING

On this day personally appeared before me June Iverson -
to me known to be the individual described in and who executed the within and foregoing instrument, and
acknowledged that she signed the same as her free and voluntary act and deed, for the
uses and purposes therein mentioned.

GIVEN under my hand and official seal this 6th day of April, 1964

W. Stanley Liddle, Jr.
Notary Public in and for the State of Washington,
residing at Seattle

Filed for Record April 14 1964 at 3:05 PM
Request of BREMERTON TITLE CO.
MARGARET McPHERSON, Kitsap County Auditor

10-26-15 (51)

44-44-64

**NOTICE**

- Responsibility and expense for maintenance of roads leading to or serving lots within this Short Subdivision (unless such roads have been accepted into County's road system) shall rest with the lot owners.
- No lot within a Short Subdivision may be further divided in any manner within five (5) years of the filing of such Short Subdivision. Provided, such division is permitted through a subdivision as authorized by RCW 56.17.060.
- Approval is subject to requirements of the Hydraulics Division of the Kitsap County Department of Public Works, which must be addressed prior to Building Permit issuance. These requirements are contained in a memo from the Hydraulics Division of the Kitsap County Department of Public Works, recorded with this short plat.

DIRECTOR'S APPROVAL

Approved for recording pursuant to Kitsap County Ordinance

No. 108*Jim R. Ron Perkerewicz*
Director of Community DevelopmentDate April 29, 1991**TREASURER'S CERTIFICATE**I hereby certify that real property
property shown hereunto*Debra Ford*
Kitsap County Treasurer

2401-2-002-1001

SURVEYOR'S CERTIFICATE**A-D-A ENGINEERING**

SURVEYORS ENGINEERS PLANNERS

P.O. BOX 847
POULSBORO, WASHINGTON 98370
TELEPHONE: 779-6633

This Short Plat and the legal descriptions for the lots depicted herein were prepared by me or under my direct supervision.

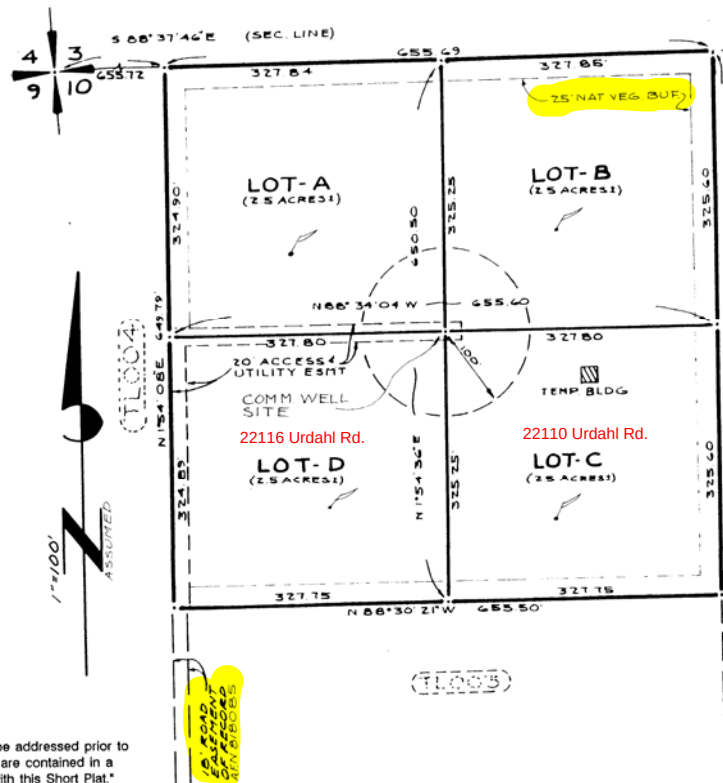
Date 12/4/90

8894

Certificate No.

Robert A. Amending
Signature**AUDITOR'S CERTIFICATE**Filed for recording 29th day of April, 1991
by Edward Brown
in Volume 95 of Short Plats of
Kitsap County
Auditor's File No. 9704290196
KAREN Flynn by Deputy
Kitsap County Auditor *P. J. McLean***KITSAP COUNTY, WASHINGTON**
SHORT SUBDIVISION No. 5587Name of Applicant: EDWARD BROWNSECTION 10TWP. 26 NORTHRANGE 1 EAST

W.M.

SHEET 1 OF 1**NOTES:**

*Approval is subject to the following conditions:

- Requirements of the Hydraulics Division must be addressed prior to Building Permit issuance. These requirements are contained in a memo from the Hydraulics Division recorded with this Short Plat.*
- A road approach permit may be required by the Department of Public Works prior to land clearing or construction of roads. Prior to any land clearing and/or construction, a drainage plan and a temporary silt and erosion control plan will be required by the Hydraulic Division of Public Works.
- Management of this water system is available through the PUD #1 and this must be pursued and a copy of the contractual agreement must be sent to this office prior to final approval of the water system. Water system must be designed to all applicable rules and regulations.
- A 25' foot natural vegetation buffer shall be maintained along the perimeter of the north, south, east & west property lines, except that needed for driveway access.
- Notice to all property owners: All building permits issued within this Short Subdivision shall be subject to impact fees pursuant to Resolution #110-1991.

TOTAL AREA = 10 AC. MORE OR LESS

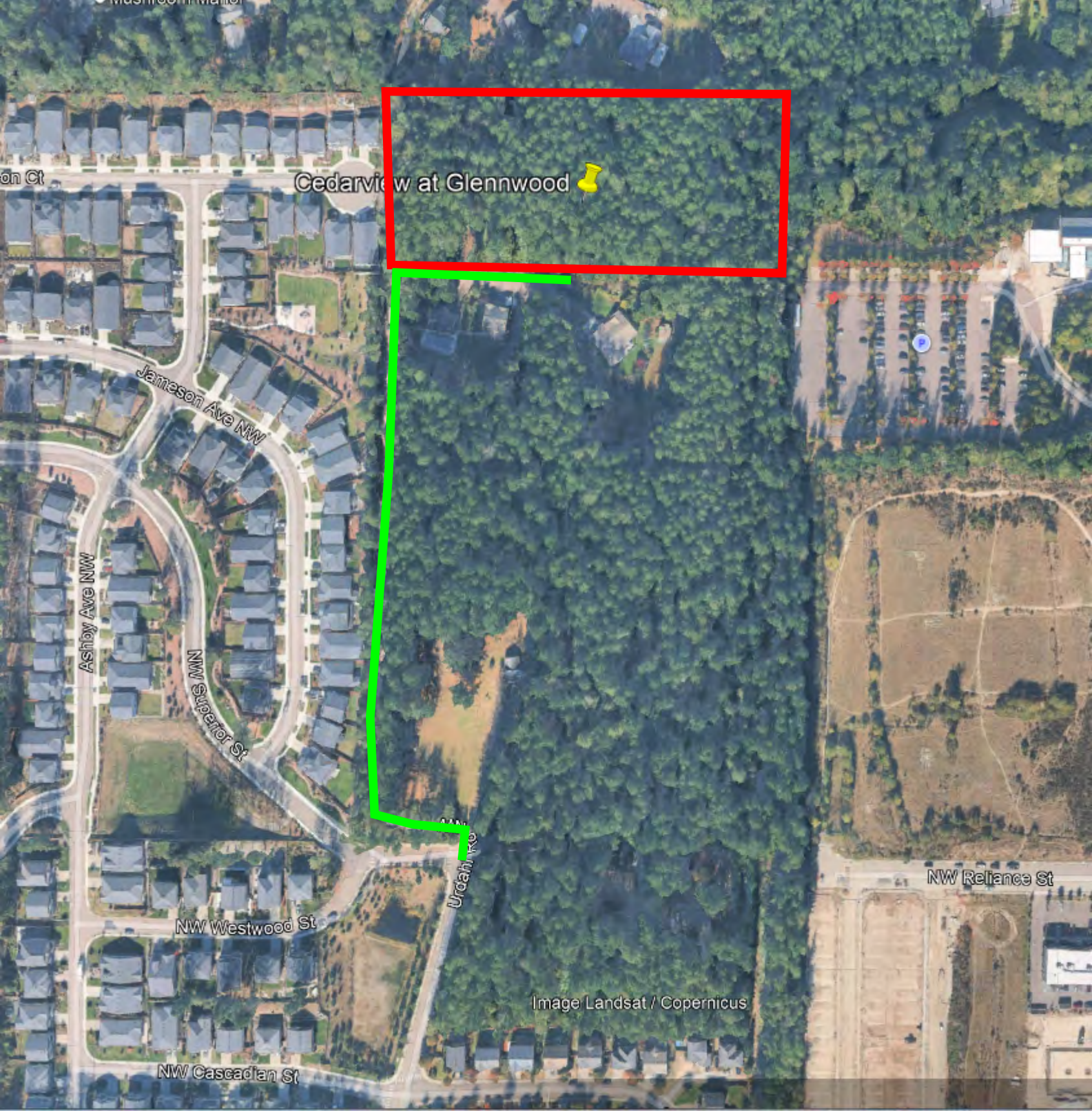
SOIL LOG BY OWNER
BLDG BY OWNERREF. SEE SURVEY IVerson J.O. 70-3010
SEE J.O. 75-4335

DRAWN	TAB.
DATE	12-3-90
FIELD BOOK	~
JOB ORDER	90-331
CHECKED	PETE

SCALE: 1" = 100'

N 1/2, E 1/2, NW 1/4, NW 1/4

Vol. 6 Pg. 195



Cedarview at Glennwood

Jameson Ave NW

Ashby Ave NW

NW Superior St

NW Westwood St

NW Cascadian St

Urdahl Rd

NW Reliance St

Image Landsat / Copernicus

PUBLIC COMMENT AND REQUEST FOR ADDITIONAL REVIEW

Cedar View at Glennwood Estates Planned Residential Development

City File No. P-11-04-25-02

To: City of Poulsbo Planning and Economic Development Department and Hearing Examiner

- **Re: Cedar View at Glennwood Estates PRD - Public Comment Regarding Legal Access for Construction, lack of proper/safe Access, Glennwood Tree Retention Easement, Notice of burden to Glennwood Owners, and Adjacent Property Owners.**
- **I respectfully request that the Hearing Examiner not approve or rely upon the proposed Urdahl/easement route for construction or project access.**

1. Glennwood Development/Tree Retention Easement

Glennwood Development consists of 81 home owners, homes built in 2023/24 encumbered by a City imposed Tree Retention Easement. The tree easement backs the homes on Jameson Ave. NW and traverses/abuts the proposed construction easement for Cedar View. See attached map (not to scale). Glennwood homeowners, 81, are financially liable for the Tree Retention Easement and DID NOT RECEIVE NOTICE of the proposed use of the easement for construction. This "easement" was not raised by Applicant until recently. Now public comment is closed.

Glennwood's Tree Retention Easement contains mature trees, and concerns have already been raised regarding unhealthy, declining and potentially hazardous trees. Note: Nichole Coleman, City Manager/Planner, mentioned under oath at the August hearing that Glennwood trees were unhealthy resulting in the proposal for Cedar View to remove all trees and not require a Tree Retention Easement for Cedar View.

In 2025 a home in Westwood Crossing, next to Glennwood Deveopment off Urdahl,, 21901 NW Cascadian, had a tree from their Tree Retention area fall on a home crushing the roof - showing trees in these easements are unstable.

An arborist assessment performed for the Glennwood area in October, 2023 identified numerous trees requiring removal and re-assessment every 2-3 years, and the Tree Retention Easement has ongoing arboricultural-management implications.

I obtained an Aborist's review in June, 2026 identifying a dead/dying tree, recommending tree removal in the Glennwood Tree Retention Easement behind my home at 22116 Jameson Ave. NW, City Planning P-08-31-26-01. City approved removal and HOA approval is pending. My neighbors on Jameson Ave. and I personally will be impacted if the easement adjacent is used by Cedar View

construction for any period of time, a week, month or more.

Before construction traffic, excavation, grading, fill placement or utility work occurs immediately adjacent to this easement, the City should require an independent ISA-certified arborist assessment establishing baseline conditions. This requirement for the safety of existing homeowners in Glennwood should not be an expense of the 81 HOA members. Without baseline documentation, it may later be extremely difficult to determine whether construction activity contributed to tree decline or failure.

Substantial Tree protection fencing should be installed by Applicant, the existing wood fence built by Century, Developers for Glennwood 81 homes is inadequate protection for construction traffic and was never intended for such purpose. Again the Glennwood HOA are financially responsible for the existing wood fencing.

Note the Tree Arborist opinion taken from the Cedar View's own Technical Memorandum for the City of Poulsbo 8/27/26 3 (Replacement of Trees) states: "Further, a City Arborist-recommended condition of approval specifically limits the use of heavy machinery within the tree retention and future planting areas". Clearly the current Arborist acknowledges construction equipment negatively impacts tree health for the Cedar View trees thus it would have the same negative impact for existing Glennwood trees in the City imposed Tree Retention Easement.

2. Complete chain of legal access - Survey and Title Report needed

The opinion of William T. Lynn falls far short of explaining Applicant's claimed access rights. The Applicant's recent response appears to provide evidence that Cedar View Lots A and B may hold rights under AFN 9005150142. That narrows, but does not resolve, the access issue. The remaining question is whether the Applicant has demonstrated a continuous legal route from Urdahl Road to Cedar View and whether the rights shown by the recorded instruments authorize the intensity and nature of the proposed use, including construction traffic and access associated with a 22-home development. The route should be analyzed instrument by instrument rather than assuming that the existence of one easement proves the entire route.

The Applicant's response from William T. Lynn should be recognized for what it establishes and what it does not establish. If the Applicant's title material treats Cedar View Lots A and B as benefiting from AFN 9005150142, the stronger issue is no longer simply whether Cedar View has any easement interest. The unresolved issues are the scope of that interest, the permissible intensity of use, the legal connection to Urdahl Road, and whether construction vehicles and traffic generated by 22 homes may lawfully use the claimed route. The 1964 Deed and handwritten "18 foot easement" is not a substitute for analyzing the operative recorded grants and the physical route of all parties involved..

a. The 1964 Strickland road reservation and the 1990 easement are separate instruments

The access analysis should distinguish two different recorded matters: (1) the 1964 Strickland deed/road-reservation instrument identified as AFN 818085, containing the reported language concerning the west 18 feet being reserved for road; and (2) the 1990 15-foot ingress, egress and utilities easement recorded as AFN 9005150142. The existence or effect of one instrument should not be treated as automatically establishing rights under the other. The Applicant should identify the grantor, grantee, benefited property, burdened property, location and legal effect of each instrument and demonstrate how they connect to form an unbroken legal route from Urdahl Road to Cedar View.

b. Connection from Urdahl Road and Strickland property

Ms. Parker reports that reaching the 15-foot easement from Urdahl Road requires travel across property owned by Strickland. The Applicant's recent response identifies a separate 1964 recorded instrument, AFN 818085, associated with the Strickland property and reported language reserving the west 18 feet for road. That evidence should be evaluated separately from AFN 9005150142. The Applicant should establish what legal interest AFN 818085 created, who may enforce or benefit from it, its surveyed location, whether it actually connects to the 1990 15-foot easement, and whether Cedar View has rights sufficient for the proposed use. The required chain remains: Urdahl Road -> legally established right across the Strickland segment -Parker property-> AFN 9005150142 -> Cedar View.

c. Lisa Parker information concerning the 15-foot (1990) easement

Lisa Parker, an owner of property affected by the 1990 easement, reports that her property is associated with Parcel 102601-2-020-2005 ("020"). Research to date indicates Parcel 020 is Lot D of Short Plat 5587. Ms. Parker reports that the 1990 easement historically served approximately four homes and that only one parcel now owned by the Cedar View developer benefits from the easement. These statements should be verified against the original recorded instrument, deeds, title materials and plat before being treated as established facts. A current survey and title should be required.

d. Dominant estate and Washington law

If AFN 9005150142 was granted for the benefit of only one particular parcel, the Applicant should establish the legal basis for using it to benefit additional property. *Brown v. Voss*, 105 Wn.2d 366, 715 P.2d 514 (1986), is pertinent to the principle that an easement appurtenant to a particular dominant estate generally may not simply be extended to benefit separate property outside that estate. The legal description of the original dominant estate should be compared directly with current Cedar View Parcels 017 and 018.

e. Construction traffic and increased burden

Ms. Parker reports that she has never agreed to use of the 15-foot easement by Cedar View construction vehicles and that a construction vehicle associated with the development has already used the easement while she was absent and without her knowledge or consent. This submission does not ask the City to adjudicate a private trespass dispute. It asks that the

Applicant identify the provision of AFN 9005150142 it contends authorizes repeated use by dump trucks, excavation equipment, construction delivery vehicles and other heavy equipment. Washington easement law makes the language and scope of the grant, and potentially the burden of changed or intensified use, relevant. *Rupert v. Gunter*, 31 Wn. App. 27 (1982), is also pertinent to increased or changed easement use. The Applicant, nor Mr. Lynn, failed to address “we have an easement” with legally supporting documentation showing Applicant has the right to use an easement for construction of 22 new homes.

f. Reported fill and haul traffic

Ms. Parker reports that the developer plans substantial fill work, described to her as approximately 10 feet of fill, and that material may be transported through the 15-foot easement. This should be verified against grading and civil plans. The Applicant should disclose total cubic yards of imported and exported material, truck capacity, estimated loaded and return trips, maximum truck size and weight, haul route, hours and duration, staging/turning locations, dust controls, erosion controls, and tree/root protection.

g. Physical width and survey

Although the recorded easement has been described as 15 feet wide, Ms. Parker reports measuring portions of the existing corridor at approximately 12 feet while with the Applicant’s representative. Documents show a question of the width of the easement. A written notation of 18’ provided by Mr. Lynn falls short. A licensed survey should show recorded easement boundaries, actual traveled-surface width, parcel boundaries, fences, drainage, utilities, slopes, trees and critical root zones, and any locations where construction vehicles would need to leave the lawful corridor.

h. Strickland 18-foot road reservation

For AFN 818085, the record should establish who created the reservation, whether it reserved a private easement, public right-of-way, exception from the conveyance, or some other interest; who owns the underlying land; who may use or enforce the reserved road area; its surveyed location and width; whether it physically and legally connects to AFN 9005150142; and whether Cedar View has the right to use it for construction and project traffic. The phrase “reserved for road” should not be treated, without the complete instrument and chain of title, as self-proving public or Cedar View access. Again the need for a current Survey and Title report.

i. Shope property

Ms. Parker reports that her parents, the Shopes, live behind her on a separate parcel. The Applicant should identify the Shope parcel if it lies within, crosses, benefits from, or is burdened by the claimed access route. This may also help verify Ms. Parker’s report that the 1990 easement originally served approximately four homes.

j. Separate 20-foot easement

Research indicates Short Plat 5587 contains references to a separate 20-foot access and utility easement. That easement must not be confused with the disputed 15-foot easement under AFN 9005150142. Any City or Applicant document relying on an easement should identify its recording number, location, dominant estate, servient estate and proposed use.

k. Possible Mushroom Lane/Olympic College alternative

Ms. Parker mentioned a possible alternative access in the direction of Mushroom Lane near Olympic College. Applicant failed to obtain access thru Olympic College parking and access. Did Applicant simply accept a “no” from Olympic College or did Applicant attempt to negotiate an access easement and offer compensation to Olympic College? The Applicant should nevertheless identify feasible construction-access alternatives considered and explain why intensive construction traffic through the narrow private 15-foot (12-foot) corridor is necessary if another lawful and physically suitable route is available.

l. Water, drainage and grading

Ms. Parker reports water-related concerns. If the project involves substantial fill or grade changes, drainage and geotechnical review should evaluate effects on adjacent Parker, Shope and Strickland properties and on Glennwood's Tree Retention Easement, including changes in surface/subsurface flow, concentration, velocity and conditions supporting mature retained trees.

m. Survey/Title Report

The record should include: (A) complete AFN 818085, including all pages, legal descriptions and exhibits; (B) complete AFN 9005150142, including all pages, legal descriptions and exhibits; (C) complete Short Plat 5587 / AFN 9104290195; (D) current title materials for Cedar View Parcels 017 and 018; (E) Parker Parcel 020 deed/title and legal description; (F) Shope parcel deed/title and legal description; (G) Strickland Parcel 003 deed/title and chain-of-title material explaining AFN 818085; (H) a licensed survey showing the entire proposed route from Urdahl Road to Cedar View and the relationship of AFNs 818085 and 9005150142; (I) construction access/haul plan. The diagram attached, not to scale, shows the relationship to the impacted ownership and questions the legal connections of the entire access to Cedar View. The 1964 Deed fails to short.

Conclusion

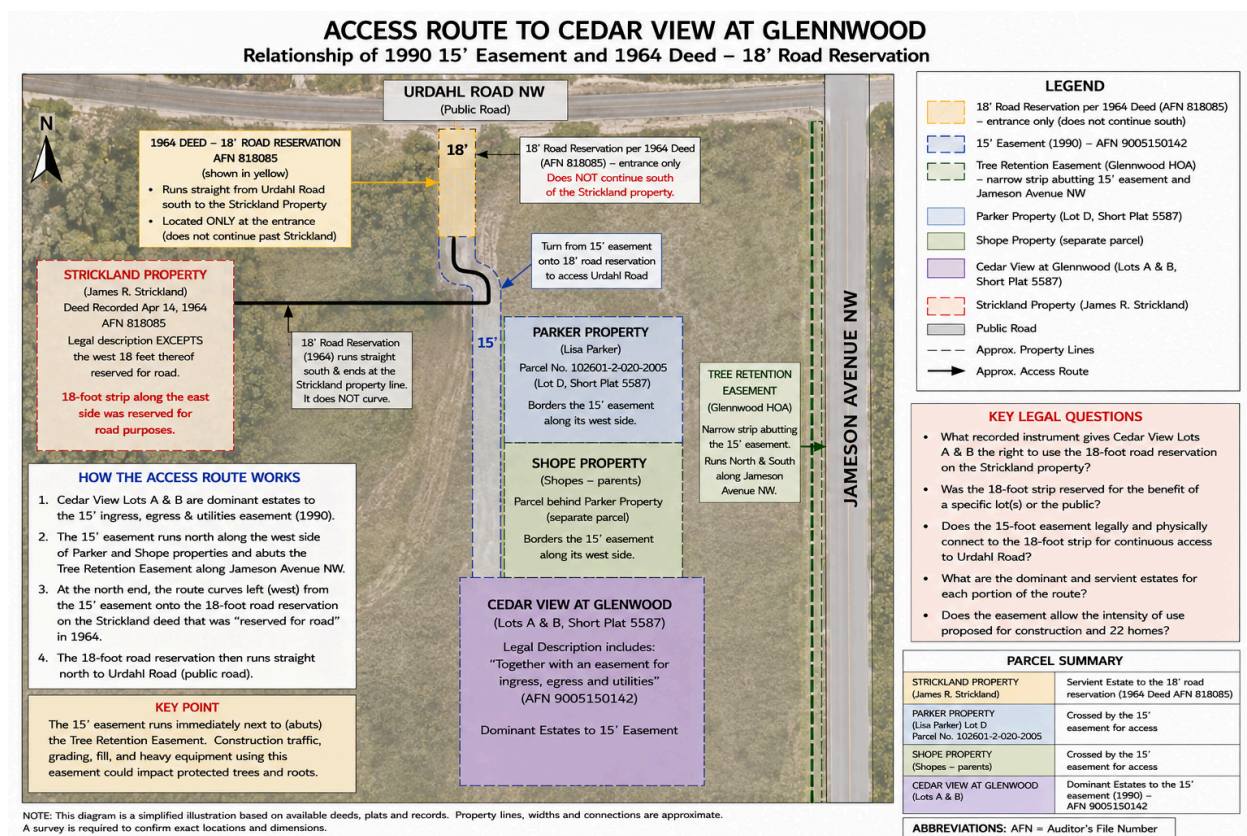
Question: How many people must be financially and negatively impacted for the Applicant/owner to be financially enriched?

The Applicant's recent response may strengthen the evidence that Cedar View Lots A and B possess some rights under AFN 9005150142, but that does not answer the ultimate question. **The fundamental issue is whether the Applicant has demonstrated a lawful, continuous, physically adequate and environmentally responsible route from Urdahl Road to Cedar View for construction and for the proposed 22-home development. The impact, financial and health/safety/property of the homeowners in Glennwood and the unhealthy trees in the Tree Retention Easement.** The record should separately establish the legal effect of AFN 818085 and AFN 9005150142, how the two claimed segments connect, the permissible scope and intensity of use, and the safeguards necessary to protect the adjoining Glennwood Tree Retention Easement. **Do the legal documents rise to grant a Construction Easement?** Applicant and Mr. Lynn have failed to respond to this issue. These matters should be resolved through the actual recorded instruments, surveys and professional technical evidence, legal property rights opinions, rather than assumptions about private property rights. The 1964 Deed and the 1990 Easement fail to do so without a current Survey and Title Report.

Hearing Examiner tasked Applicant at the August, 2026 Hearing to “put a red star” on the access issue. He referenced an unpublished decision of Miller v. City of Richland, where the Court of Appeals considered the scope of the hearing examiner’s jurisdiction and authority, finding the Hearing Examiner must require proof of **lawful easement rights**. While Mr. Lynn’s opinion supports “an easement”, Mr. Lynn’s opinion falls far short in proving a construction easement, surveyed location in relationship of other legal rights by the 1964 Deed alone. **The Applicant has failed to prove up access legally required for this project.**

Karen Champ

22116 Jameson Ave. NW, Poulsbo, WA - Glennwood Development



9

EASEMENT

For a valuable consideration, receipt of which is hereby acknowledged, the Grantor(s),

Floyd R. Strickland and Ellen K. Strickland

husband and wife

hereby grant and convey to the Grantee(s), June Iverson

her successors and assigns, the right, privilege and authority to

use the road across over and upon the following listed land

across, over and upon _____ feet of the following land, located in

Kitsap County, State of Washington, to-wit:

An easement for ingress, egress and utilities over, under and across a strip of land 15 ft. in width, the centerline being described as follows:

Beginning at the S.W. corner of the S.E. 1/4 of the N.W. 1/4 of the N.W. 1/4 of Section 10 Township 26 N., Range 1 East W.M. in Kitsap County Washington, thence north along the west line of said subdivision, 40 ft., more or less, to the centerline of an existing gravel road and the true point of beginning of said centerline; thence easterly along said centerline 176 ft., more or less, to the centerline of existing Urdahl Road situated approximately 25 ft. north of south line of the N.W. 1/4 of the N.W. 1/4 of said line. Also, an easement for roadway purposes over the West 10 ft. of the S.E. 1/4 of the N.W. 1/4 of the N.W. 1/4, said Section 10, as established by deed to James R. Strickland recorded under Auditor's File No. 018086.

This easement is appertinent and beneficial to the N.E. 1/4 of the N.W. 1/4 of the N.W. 1/4 of said Section 10 and is to run with the land.

The Grantor(s) shall make no use of the land occupied by said June Iverson

except for ingress and egress to property described

In exercising the rights herein granted, the Grantee(s), her successors and assigns, may pass and repass over said easement and

ingress and egress

The covenants herein contained shall run with the land and are binding upon all subsequent owners thereof.

In Witness Whereof, the said Grantor(s) has executed this instrument this _____ day of _____, 19____.

Floyd R. Strickland
* Ellen K. Strickland

STATE OF WASHINGTON,

County of Kitsap

ss. (Individual Acknowledgment)

I, James D. Shaw, Notary Public in and for the State of Washington, residing at Washou, do hereby certify that on this 10th day of

May, 1990, personally appeared before me Ellen K. S.
Floyd R. Strickland

to me known to be the individuals described in and who executed the within instrument and acknowledged that they signed the same as their free and voluntary act and deed for the uses and purposes herein mentioned.

GIVEN UNDER MY HAND AND OFFICIAL SEAL this 10th day of May, 1990.

James D. Shaw
Notary Public in and for the State of Washington, residing at Washou in said County.

9005150142

EXCISE TAX EXEMPT

MAY 15 1990

Copyright 1986 by the State of Washington, Form No. 1 3/76
WASHINGTON STATE NOTARY PUBLIC ACT MAY NOT BE REPRODUCED IN WHOLE OR IN PART IN ANY FORM WHATSOEVER.

FAIRCO
10/10/11

1360
809
44
1360
809
44

SALE AND SALE ORDER

File No: K002-000000 (13)

Date: April 17, 2012

Grantor(s): Washington Federal Savings
Grantee(s): Jeffrey Parker and Lisa Parker
Accompanied Legal: LOT D, SHORT PLAT NO. 5587, REC NOS. 9104290195/0196, KITSAP COUNTY.

Additional Legal on page:
Assessor's Tax Parcel No(s): 102601-2-020-2005

THE GRANTOR(S), Washington Federal Savings, A United States Corporation, for and in consideration of Ten Dollars (\$10.00) and other valuable consideration, in hand paid, bargains, sells, conveys to **Jeffrey Parker and Lisa Parker, husband and wife**, the following described real estate, situated in the County of **Kitsap**, State of **Washington**.

LEGAL DESCRIPTION: Real property in the County of Kitsap, State of Washington, described as follows:

PARCEL A:

LOT D, SHORT PLAT NO. 5587, RECORDED APRIL 29, 1991 UNDER AUDITOR'S FILE NOS. 9104290195 AND 9104290196; BEING A PORTION OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER, SECTION 10, TOWNSHIP 26 NORTH, RANGE 1 EAST, W.M., IN KITSAP COUNTY, WASHINGTON.

PARCEL B:

A NON-EXCLUSIVE EASEMENT FOR INGRESS AND EGRESS AS DESCRIBED IN INSTRUMENT RECORDED UNDER AUDITOR'S FILE NO. 9005150142, IN KITSAP COUNTY, WASHINGTON.

PARCEL C:

KITSAP COUNTY TREASURER EXCISE

Page 1 of 2

04/23/2012

2012EX01840

Total: \$2,052.00

Owner's Initial

15
K-15
Parker
Gordon
LFB 15-05

QUIT

PAID
AMOUNT COUNTY TREASURER
BY *M. L. [Signature]*

IN THE
SEAL
Mail to 168
5801
Send Tax Stamps

Form LSC 9

Quit Claim Deed

THE GRANTOR JUNE IVERSON, a spinster

for and in consideration of One Dollar (\$1.00)

conveys and quit claim s to JAMES R. STRICKLAND

the following described real estate, situated in the County of Kitsap

State of Washington including any interest therein which grantor may hereafter acquire:

The southeast quarter of the northwest quarter of the northwest quarter of section 10, township twenty-six north, range one east, W.M., comprising ten acres, more or less, EXCEPTING the west 18 feet thereof reserved for road.

This deed is given to correct an error made in legal description in that certain Quit Claim Deed executed by Irene Iverson, a widow, as grantor, in favor of June Iverson, a spinster, as grantee, on the 24th day of August, 1962 and recorded under Kitsap County Auditor's File No. 777302.

Dated this 6th day of April, 1964

June Iverson (SEAL)

(SEAL)

STATE OF WASHINGTON, }
County of KING

On this day personally appeared before me June Iverson -
to me known to be the individual described in and who executed the within and foregoing instrument, and
acknowledged that she signed the same as her free and voluntary act and deed, for the
uses and purposes therein mentioned.

GIVEN under my hand and official seal this 6th day of April, 1964

[Signature]
Notary Public in and for the State of Washington,
residing at Seattle

April 14 1964 3:00 PM

818085

10-26-15 (15)

44-14-64

September 11, 2026
Hearing Examiner
City of Poulsbo

RECEIVED

SEP 11 2026

CITY OF POULSBO
PED DEPARTMENT

Permit No. P-11-04-25-02.

After reviewing the Staff and Developer information submitted on September 3, 2026, I have the following questions and concerns:

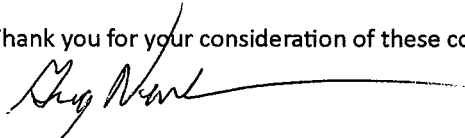
1. The easement opinion provided by William T. Lynn completely ignores the entire issue concerning whether or not the proposed uses of the easement by the Developer are legally allowable. Clearly there is a physical access to the proposed development site. The still unanswered legal question regarding the easement is: are logging, site clearing and other construction vehicles and activities legally permissible?
2. If in fact logging, site clearing and other construction vehicles and activities are allowed, there remains no analysis of the extent to which the existing easement can and will be modified to facilitate such use. In fact, any modification or use of the easement has not been evaluated from an environmental nor engineering perspective in any document submitted for project approval to date. The following need to be addressed:
 - a. How, when, where and to what extent will the existing easement be modified to facilitate the proposed development activities?
 - b. What will be the environmental impact of such modifications and easement usage? This should include consideration of: trees and their rooting systems adjacent to the easement, whether in the Glennwood Community or on the parcels through which the easement runs; noise from vehicle operation; dust from vehicle operation; as well as impacts occurring due to repair of the easement following its use.
 - c. How long will the easement be used?
 - d. In what manner and by whom will negative impacts be mitigated?
 - e. Who will ensure such mitigation takes place and in what manner?
3. The August 27, 2026 Technical Memorandum for the City of Poulsbo states, "Further a City Arborist recommended condition of approval specifically limits the use of heavy machinery within the tree retention and future planting areas. This will limit soil compaction and degradation within those areas. Tree protection by nature requires soil protection; therefore, these measures will preserve natural soil conditions needed within the future planting areas." With 100% tree removal the care of the Tree Protection zones is critical and of preeminent importance. The January 7, 2026 Technical Report under Tree Protection Plan, point 4, states, "Project Arborist TPP itself concludes no equipment should enter tree protection areas." The April 26, 2026 Technical Memorandum under Tree Protection Plan, point 3, states in part "...At no time shall logging equipment enter the Tree Protection Zone." With these directives in mind, the easement seems to terminate precisely abutting a Tree Protection Zone. This Zone is located adjacent to Lots 20, 21 and 22 – essentially creating no crossing zone for logging and heavy equipment. If the Developer chooses to enter further east, then the equipment will likely be impacting an existing in use private well site near Lot 17. To ensure no damage to the Tree Protection Zone and no damage to an existing in use private well, how, if allowable, does the Developer propose to access the development site?
4. The City Arborist recommends hand felling inside the Tree Protection Areas and yarding from outside the fencing (Tree Protection Area fencing). Does the Developer intend to comply with this recommendation?

5. If, despite arborist recommendations against, the Developer is allowed to use equipment in the Tree Protection Zones, how and based upon what criteria will these zones be restored to ensure the long-term success of new tree plantings?
6. If the Developer is allowed to use equipment in the Tree Protection Areas, there is a separate arborist recommendation that Tree Protection Area fencing be installed prior to land clearing. This fencing will create similar access issues noted in Point 3 above. If fencing is installed at this point in the process to what extent and for what purposes will the Developer use the easement?
7. This project will set a precedence for the City of Poulsbo by allowing for 100% tree removal. It will take at least 40 years for tree plantings to emulate the existing tree canopy. Rather than finding the proposed tree replacement as sufficient, I suggest that the City of Poulsbo add a condition to the project which requires the Developer to contribute to a City of Poulsbo forestry fund. Such a fund could be used to purchase and maintain forest lands within the city. This can work to both allow for development, while keeping a quality environment now for the city. Is this a condition the City of Poulsbo staff can support?

In addition to the above, I am troubled by a process which seems difficult at best for the public to determine where and to what extent their comment(s) have been addressed. Having spent over 15 years writing and presenting environmental and planning documents in a public process – I or my staff would literally write down and in written format respond to each question received from the public on a given project. Such a process does not seem to exist here. In fact, it appears that the city project development process provides for meetings between the City Staff and the Developer following project approval to permit implementation details. These meetings are not public, yet produce the ultimate solution to many issues, including those identified above. Therefore, I ask Is the Hearing Examiner willing to:

1. Require or recommend that such meetings be publicly noticed for interested parties to attend; and/or
2. Require or recommend that minutes are taken at such meetings, with all decisions published; and
3. Provide or recommend a public project appeal process for interested parties should any decisions not comply or be inconsistent with project conditions?

Thank you for your consideration of these comments.



Greg Newhouse

From: [James Sorensen](#)
To: [Planning Dept](#)
Cc: [Building](#)
Subject: Re: Submittal to Hearing Examiner and City of Poulsbo following 8/12/2026
Date: Tuesday, September 8, 2026 7:25:44 AM
Attachments: [SUBMITTAL TO HEARING EXAMINER AND CITY OF POULSBO FOLLOWING 8/12/2026.pdf](#)

Good Morning!

Forwarding in case Planning did not get this over the weekend.

Thank you,

James Sorensen

Building Inspector
City of Poulsbo | 200 NE Moe Street | Poulsbo WA, 98370
(360) 394-9734 | jsorensen@poulsbo.gov

From: KAREN CHAMP <karenchamp2000@yahoo.com>
Sent: Saturday, September 5, 2026 7:42 AM
To: Building <building@poulsbo.gov>
Subject: Submittal to Hearing Examiner and City of Poulsbo following 8/12/2026

Deadline to submit my public comment is 9/14/26. I have submitted to Nicole Coleman but she is out of town. I am attaching my submittal. Please confirm receipt - Karenchamp2000@yahoo.com.

Attached is the Submittal, 9 pages, attached dated 9/4/2026 - an Additional Submittal is copied sent 9/5/2026.

- KAREN CHAMP
From: karenchamp2000@yahoo.com
To: Nikole CH. Coleman
Sat, Sep 5 at 7:28 AM

Hearing Examiner and City of Poulsbo: This information is in addition to my submittal on 9/4/2026 regarding the Cedar View development and my comments at the August, 2026 meeting regarding access:

Alternative Access and the Strickland Property. In 2021, the City of Poulsbo considered acquiring the approximately 9.8-acre Strickland property adjoining City park property. During the City's consideration of that acquisition, Councilmember McGinty specifically stated that feasibility review needed to consider access. The City's acquisition ultimately did not proceed.

My research shows that Ellen Strickland, age 84, still owns the property but may or may not be occupying the property. I witnessed a large Uhaul truck and several men on the property. Perhaps the property is vacant? Does the City have records showing any proposed development in process? Can the City renew its bid to purchase?

Existing City street Urdahl Road would naturally continue thru the Strickland property to the South (east of the Parkers/Shope and Glennwood Development) providing a public street access for Cedar View construction as well as a major access for future Cedar View owners vs. the tiny cul-de-sac access on Swenson into the existing Glennwood development. The Glennwood Tree Retention Easement would no longer be an issue. The 12',15' 1990 easement would no longer be an issue and the 1964 Deed easement would no longer be an issue.

The City should therefore explain why an access alternative utilizing the Strickland/Urdahl corridor is not feasible before approving reliance upon the disputed 15-foot easement, particularly where that route places construction activity immediately adjacent to a protected tree-retention area containing trees the City has acknowledged present health concerns.

Urdahl Rd. **will** be expanded and the Strickland property developed, whether by the City or a Developer. It may be in process now? Delaying Cedar View for an access to a major road, Urdahl, should be investigated and considered.

I request the City and Applicant consider dropping the Glennwood portion of Cedar View at Glennwood. The existing Glennwood Development, while immediately adjacent, has no connection to the new Development. Using Glennwood in Cedar View's name is confusing to future buyers and owners and is currently confusing to existing owners in Glennwood.

Thank you.

cc: Nikole: Can you please email a confirmation that my prior submittal on 9/4/26 and this submittal will be provided to the Hearing Officer and recorded in the public records.

Tami Phillips
1295 Mushroom Lane NW
360 731-5026
September 11, 2026
Heather Wright, Planning Director
City of Poulsbo
Planning and Economic Development Department
200 NE Moe Street
Poulsbo, WA 98370

RECEIVED

SEP 14 2026

CITY OF POULSBO
PED DEPARTMENT

Via Email: hwright@cityofpoulsbo.com; plan&econ@cityofpoulsbo.com

RE: PRIORITY PUBLIC COMMENT – Project File No. P-11-04-25-02 (Cedar View at Glenwood PRD)
Objection Alternative Landscaping buffer, maintenance plans and lack of boundary line privacy fence.

Dear Director Wright and Project Planning Staff,

I am writing as the immediate neighbor and owner of the 2.5-acre parcel located directly on the Kitsap County line, sharing a boundary with the proposed Cedar View at Glenwood PRD to object to the proposal to substitute a permanent boundary line privacy fence with either landscaping, split rail fence or a combination of both for many reasons including the following.

1. The City's Acknowledged Landscape Risk: The Planning Department is currently evaluating an extraordinary 5-year maintenance assurance period for replacement trees on this project instead of the usual 2 years. This proves the City recognizes that landscaping here carries a high risk of failure, die-off, and structural instability. A buffer requiring such an experimental oversight is fundamentally unreliable as a primary safety and privacy barrier against an active public walkway.
2. Inadequate Urban-to-Rural Transition: The city is attempting a high-density, 22-house urban Planned Residential Development (PRD) abutting my low-density, rural transitional county zone without a standard boundary line structural barrier. Under PMC Chapter 18.130, alternative screening methods are only permitted if they provide equal or superior protection. For an adjacent rural resident facing a new public pathway, loose pets, trespassers, and a lack of security and privacy; landscaping, a split rail fence or together combined is vastly inferior and an inadequate substitute for a solid structural barrier. By shifting the solid 6-foot fence to the interior residential lot lines, exposes me and my property entirely to extreme activity not only from this new development but all the neighboring developments and the general public who will have access to this path.

I urge the city to require a solid 6 foot boundary line fence along the true city/county border as a mandatory condition of approval.

Please confirm receipt of this letter and ensure it is formally added to the administrative record for Project P-11-04-25-02

Sincerely,



Tami Phillips



PLANNING AND ECONOMIC DEVELOPMENT

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MEMO

To: Hearing Examiner
From: Ashley Weller, Assistant Planner
Subject: Cedar View – City Response to Public Comment Received Following Supplemental Exhibits
Date: September 18, 2026

Following the August 12, 2026, Hearing Examiner public hearing, the record was held open to allow the City and applicant to provide additional information requested by the Hearing Examiner. On September 1, 2026, the City and applicant submitted supplemental materials identified as Exhibits 24 through 28. The Hearing Examiner then allowed individuals who had provided comment at the public hearing an opportunity to submit additional written comment through September 14, 2026. This supplemental comment period was limited to those individuals and was not reopened to all parties of record or the general public.

The City received supplemental comments from Karen Champ, Greg Newhouse, and Tami Phillips. The comments raise issues related to construction access and easement rights, construction impacts, tree protection, grading and drainage, alternative access, public process, and fencing and landscaping along the City/County boundary.

This memorandum responds to the substantive issues raised in those supplemental comments and identifies where those issues have previously been addressed in the project record, including the Staff Report, project exhibits, supplemental materials, and Conditions of Approval. These supplemental comments do not change staff's previous findings or recommendation.

1. Construction Access and Legal Use of Existing Easements

Comments – Karen Champ and Greg Newhouse

Both commenters question whether the applicant has demonstrated the legal right to use the existing easement route from Urdahl Road for construction traffic.

Ms. Champ requests additional title information, recorded documents, and a survey demonstrating a continuous legal route and questions whether the easements authorize the intensity of use associated with construction of 22 homes. She further distinguishes between the 1964 Strickland road reservation and the 1990 ingress, egress, and utility easement and questions whether the two establish a continuous legal route.

Mr. Newhouse similarly questions whether the legal opinion provided by William T. Lynn establishes that the easement may be used for logging, site clearing, and other construction activities.

City Response

The legal-access issue was specifically addressed following the Hearing Examiner hearing. Exhibit 28 contains the August 19, 2026, legal review prepared by William T. Lynn. That review concludes that the easement serves the Cedar View property and explains that the 1991 short plat creating Lots A through D depicts the easement as access for all four lots, including Lots A and B comprising the Cedar View property. The project plans and legal description similarly identify Lots A and B of Short Plat No. 5587 and identify the property as benefiting from recorded ingress, egress, and utility easements.

The City recognizes that Exhibit 28 addresses the existence of access rights benefiting the Cedar View property but does not separately determine every potential issue concerning the scope or intensity of temporary construction use. The City does not adjudicate private disputes regarding the respective rights of easement holders and servient property owners through preliminary subdivision review.

Importantly, preliminary subdivision approval does not constitute City approval of a specific construction haul route. Condition E48 requires the applicant to obtain all required easements, property rights, and rights-of-way prior to grading permit issuance and provide copies of recorded easements and agreements to the City Engineer. Condition E49 requires a detailed construction traffic plan with the Grading Permit application, with the construction route subject to City review before Grading Permit approval.



Accordingly, if the applicant proposes to use the existing easement for construction access, the applicant must demonstrate the necessary property rights and an acceptable construction traffic plan before that use may be approved by the City.

2. Construction Traffic, Easement Width, and Physical Modifications

Comments – Karen Champ and Greg Newhouse

Ms. Champ requests additional information regarding the physical width of the easement and potential construction traffic, including the amount of imported and exported material, number and size of trucks, haul routes, duration, staging, dust control, erosion control, and tree/root protection. She also questions whether portions of the traveled corridor are approximately 12 feet rather than the recorded width.

Mr. Newhouse similarly asks whether the easement would need to be widened, cleared, or otherwise modified to accommodate construction vehicles, how long it would be used, how potential impacts would be mitigated, and who would be responsible for mitigation.

City Response

These concerns primarily relate to construction-level activities that will be evaluated through subsequent grading and civil construction review rather than through preliminary plat approval. Condition E49 specifically requires the applicant to submit a detailed construction traffic plan with the Grading Permit application. The City will review the proposed construction route, construction access, and associated traffic impacts before issuance of the Grading Permit.

Any widening, clearing, grading, or other physical modification outside property controlled by the applicant will require the applicant to demonstrate the necessary property rights, consistent with Condition E48. Accordingly, preliminary subdivision approval does not authorize the applicant to widen, clear, grade, or otherwise modify private property or areas within an existing easement beyond the applicant's established legal rights.

In addition, the applicant has committed to repairing the road surface and any disturbance to the existing 18-foot easement road resulting from project construction, as documented in Geoff Sherwin's September 15, 2026, response letter to Greg Newhouse (New Exhibit 31). This commitment will apply in addition to the City's subsequent review of construction access and traffic through the Grading Permit process.

3. Glennwood Tree Retention Easement

Comment – Karen Champ

Ms. Champ raises concerns regarding construction activity adjacent to the existing Glennwood Tree Retention Easement. She requests an independent ISA-certified arborist assessment establishing baseline conditions before construction and additional tree-protection fencing between construction activity and the existing retained trees.

City Response

The City's tree-retention analysis for Cedar View addresses the trees located within the Cedar View project and application of [PMC Chapter 18.180](#) to those trees. References in the record to tree health and windthrow issues in Glennwood and other nearby developments were provided as context regarding the potential effects of retaining portions of existing forest stands following development. They were not a determination that all trees within the Glennwood Tree Retention Easement are unhealthy or hazardous.

The project remains subject to grading, clearing, construction, and tree-protection requirements. If the applicant proposes construction activity adjacent to protected trees or an existing tree-retention area, the City may require appropriate construction protection or additional technical review where warranted through subsequent grading and construction review.

Staff does not recommend requiring the applicant to conduct a separate arborist assessment of the entire off-site Glennwood Tree Retention Easement as a condition of preliminary plat approval.

4. Cedar View Tree Protection Areas and Construction Equipment

Comment – Greg Newhouse

Mr. Newhouse raises several questions regarding the project's Tree Protection Areas. He notes the City Arborist's recommendation limiting heavy machinery within tree-retention and future planting areas and asks how construction equipment could reach the project without entering protected areas or affecting the existing private well near Lot 17. He also asks whether the applicant intends to comply with recommendations concerning hand felling, yarding, tree-protection fencing, and restrictions on equipment within Tree Protection Areas.

City Response

These issues are addressed through the project's Tree Protection Plan, City Arborist peer review, Exhibit 26, and Conditions of Approval.

The City Arborist has reviewed the proposed tree-retention and replacement approach, including the Tree Protection Plan and associated protection measures. The City has relied upon those professional recommendations in its review and has incorporated applicable requirements into the Conditions of Approval.

Compliance with the approved Tree Protection Plan and applicable conditions is required during construction. Preliminary plat approval does not authorize construction equipment to disregard approved Tree Protection Areas, tree-protection fencing, or other applicable tree-protection requirements.

Final construction access, grading, tree-protection fencing, and protection of the existing well will be reviewed through the applicable grading and civil construction permits.

5. Tree Replacement and Request for Contribution to a City Forestry Fund

Comment – Greg Newhouse

Mr. Newhouse questions the City's approval of replacement trees in lieu of retaining existing trees and suggests requiring the developer to contribute to a City forestry fund to purchase and maintain forest land elsewhere in Poulsbo.

City Response

The City's interpretation and application of the alternative tree-retention provisions are addressed in detail in Exhibit 26. [PMC 18.180.040](#) expressly authorizes the review authority to approve alternative tree retention. Cedar View relies upon Alternative C, allowing supplemental or replacement trees in lieu of retention, together with the maintenance provisions applicable under Alternative D.

The City's determination relies upon the City Arborist's professional review that establishment of 323 replacement trees, together with the approved landscape plan, tree-protection requirements, irrigation and establishment requirements, replacement of unsuccessful plantings, and minimum five-year maintenance obligations and assurance, is adequate and meets [PMC 18.180.040](#).

The City does not currently have a forestry fund or other established program through which a developer could make the contribution suggested by the commenter. In addition, the City's code does not require a monetary contribution for off-site forest preservation as part of approval under the alternative tree-retention provisions. Staff therefore does not recommend adding the requested condition.

6. Grading, Fill, Drainage, and Adjacent Property Impacts

Comments – Karen Champ and Greg Newhouse

Ms. Champ raises concerns regarding fill, grading, drainage, and potential changes to surface or subsurface water affecting adjacent properties and retained trees. She requests additional information concerning construction hauling and grading.

Mr. Newhouse similarly requests evaluation of potential environmental impacts associated with modification or use of the construction-access route, including impacts to trees and root systems, noise, dust, and potential damage requiring repair.

City Response

Grading, drainage, erosion control, and geotechnical issues have been evaluated through the project's Drainage Report, Geotechnical Report, Engineering review, SEPA review, Staff Report, and Conditions of Approval.

Final grading quantities, haul routes, construction sequencing, erosion and sediment controls, dust control, and other construction-level details will be reviewed through the required Grading Permit and civil construction plans. The City acknowledges the concerns raised regarding dust and the importance of appropriate dust-control measures during construction. Specific dust-control measures will be further evaluated and addressed through the Grading Permit review and during construction, as appropriate. Condition E49 additionally requires the detailed construction traffic plan discussed above.

The preliminary plat does not authorize drainage impacts to adjacent properties or construction activity outside areas where the applicant has the legal right to perform such work.

7. Alternative Construction Access

Comment – Karen Champ

Ms. Champ asks the City and applicant to consider alternative construction access, including a possible route toward Mushroom Lane/Olympic College and extension of Urdahl Road through the Strickland property. She suggests that development should be delayed while those alternatives are investigated. Her supplemental comment also asks the City to consider acquisition of the Strickland property or an Urdahl Road extension as an alternative route.

City Response

Permanent access to the Cedar View subdivision is proposed through NW Swenson Court. The easement discussed in the supplemental comments concerns potential construction access and is not proposed as the permanent residential access for the subdivision.

The City reviews the application submitted and determines whether it satisfies applicable development standards. The City is not required through this application to acquire private property or require an applicant to obtain access across property it does not own or control simply because another construction route may potentially exist.

The applicant's actual construction route remains subject to subsequent City review pursuant to Condition E49 and the property-right requirements of Condition E48.

8. Public Notice and Supplemental Comment Opportunity

Comment – Karen Champ

Ms. Champ states that Glennwood homeowners did not receive notice that the easement might potentially be used for construction access and expresses concern that this issue arose after the original public-comment period.

City Response

Public notice for the underlying land-use application was provided in accordance with the City's permit procedures, as documented in the project record.

Following the August 12 public hearing, the Hearing Examiner held the record open for specific supplemental information from the City and applicant. After the supplemental information was submitted, the Hearing Examiner allowed individuals who had provided comment at the public hearing an opportunity to submit additional written comment through September 14, 2026. This was a limited supplemental comment opportunity; the public hearing was not reopened and an additional general comment period was not provided to all parties of record or the general public. The comments addressed in this memorandum were submitted pursuant to that limited opportunity and have been included in the record for consideration by the Hearing Examiner.

Potential use of an existing private easement as a temporary construction route does not constitute a separate land-use application requiring a separate public-notice process.

9. Staff/Applicant Meetings and Public Process

Comment – Greg Newhouse

Mr. Newhouse expresses concern that it can be difficult for members of the public to determine where and how individual comments have been addressed. He asks that meetings between City staff and applicants concerning permit implementation be publicly noticed or documented and requests a public project appeal process for subsequent implementation decisions.

City Response

The preliminary subdivision process provides the public participation opportunities required by the Poulsbo Municipal Code, including notice of the application, public meetings and hearings where required, access to the project record, and opportunities to provide written and oral testimony.

Meetings and communications between City staff and applicants during technical review and permit implementation are part of the City's administrative permit-review process and are not themselves public hearings or meetings requiring public notice.

Project records are maintained consistent with applicable City requirements and Washington public records requirements. Subsequent permit decisions are subject to the review and appeal procedures applicable to those permits under the Poulsbo Municipal Code.

In this case, the Hearing Examiner also provided an additional, limited opportunity for individuals who had commented at the public hearing to respond to supplemental information submitted after the hearing.

10. City/County Boundary Landscaping and Fencing

Comment – Tami Phillips

Ms. Phillips, the adjoining property owner along the City/County boundary, objects to the proposed use of landscaping, split-rail fencing, or a combination of those measures in place of a solid privacy fence. She expresses concerns regarding privacy, security, the public pathway, pets and trespass, and the reliability of landscaping as the primary boundary treatment.

She requests a solid six-foot boundary-line fence along the City/County boundary as a condition of approval.

City Response

The project's perimeter landscaping, fencing, and screening have been reviewed under the applicable provisions of the Poulsbo Municipal Code and are shown on the project's Landscape Plan.

Ms. Phillips also relates the proposed landscaping to the City's five-year maintenance assurance for replacement trees. The five-year maintenance period was recommended by the City Arborist specifically to provide additional assurance for successful establishment of the replacement trees required under the alternative tree-retention proposal. It does not constitute a determination that landscaping generally is unreliable or unsuitable as a screening method.

The City will require the project to provide the landscaping, fencing, and screening required by the applicable code provisions and approved plans. Staff does not recommend imposing a continuous six-foot solid fence along the City/County boundary unless required by the applicable PMC screening standards or necessary to satisfy another project requirement.

11. Project Name

Comment – Karen Champ

Ms. Champ requests removal of “Glennwood” from the Cedar View at Glennwood project name because the proposed subdivision is not part of the existing Glennwood development and she believes the name may create confusion.

City Response

The project name is an administrative identifier used for the land-use application. Use of “Glennwood” in the project name does not establish that Cedar View is legally or organizationally part of the existing Glennwood subdivision or homeowners' association. No change to the project name is necessary for purposes of the City's land-use decision.

Conclusion

Staff has reviewed the supplemental comments received through September 14, 2026, from individuals authorized by the Hearing Examiner to provide additional comment following the public hearing.

Many of the issues raised have previously been addressed through the Staff Report, Engineering review, project plans, SEPA review, City Arborist review, supplemental exhibits, and Conditions of Approval. Other comments concern private easement rights, alternative access across property not controlled by the applicant, or additional requirements that are not required by the applicable development standards.

Of particular importance, preliminary subdivision approval does not constitute approval of a specific construction haul route. Prior to Grading Permit issuance, the applicant must obtain the property rights required by Condition E48 and submit a detailed construction traffic plan for City review pursuant to Condition E49.

The project is also required to comply with the approved Tree Protection Plan, applicable City Arborist recommendations incorporated into the approval, grading and stormwater requirements, and all other applicable Conditions of Approval during subsequent permit review and construction.

Based upon review of the supplemental comments and the existing project record, staff does not recommend additional modifications to the preliminary subdivision approval or Conditions of Approval at this time.



William T. Lynn
Direct: (253) 620-6416
E-mail: blynn@gth-law.com

September 17, 2026

Sent via Email

Gary McLean, Hearing Examiner
27455 8th Ave S
Des Moines, WA 98198
mcleanlaw@me.com

Re: Cedarview Plat

Dear Examiner McLean,

This letter is submitted on behalf of the applicant concerning the above-referenced subdivision and specifically responding to comments regarding the use of easements lying south of the subject property. There are several comments and our letter identifies questions they raised followed by our responses.

1. Does the ingress and egress easement allow ingress and egress by construction vehicles? The answer to this is plainly, yes. There is no limitation on the use of the easement based on the type of vehicles involved. The easement as a matter of law would extend to all reasonable uses consistent with the purpose of the easement. Access by all manner of vehicles would be fully consistent with the reasonable use of the benefited property. In fact, we would simply pose this question: “How could the property ever be developed with the intended residential use if equipment was not allowed to access to clear the property, grade the roads and other infrastructure, install utilities, pour foundations, and build homes?” The question answers itself and of course the use by construction vehicles is allowed.

2. Does the existence of a tree retention easement to the west limit the use of the access easement? The adjacent development was built in the 2023-2024 timeframe, and it was at that point that the tree retention easement was established. By that time the adjacent easement that is the subject of this case had been in existence for many years, so that condition and the fact that it would be developed in the future was a known fact at the time of the Glenwood approval. Had there been a concern about the width of that easement or its susceptibility to damage from development of the already established easement, the City could have imposed different requirements for tree retention on Glenwood. As it stands, that

Reply to:

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tree retention easement stops at the boundary line between the two adjacent properties. There is no basis to extend its limitations onto adjacent properties not encumbered by the easement.

In related arguments, neighbors assert that some environment study should be done as to the easement area. There was a time for appealing the SEPA determination on this project and that time expired without the filing of such an appeal. The environmental determination for the subject plat is final and there is no basis to alter or expand that analysis at this point. That is simply not before the Hearing Examiner.

We do not dispute the condition requiring clear delineation of the property line and appropriate protection for trees by construction fencing and other well-established BMPs.

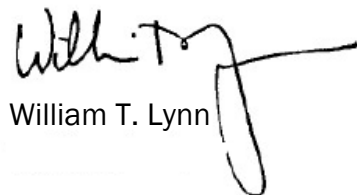
3. Is the Hearing Examiner empowered to address civil property issues? Again, the answer is no. The neighbors seem to want the Examiner to act as a superior court judge, determining legal rights to real property under recorded instruments. That is well outside the scope of the Hearing Examiner's responsibilities.

Initially we note that the neighbors have not raised any material issues as to the scope of the easements in question. They simply ask questions but do not provide any legal authority or other facts that would give rise to a legitimate dispute about the scope of the very simple ingress and egress easement. Asking questions does not constitute evidence of any kind, either here or in superior court.

Appellants cite the *Miller vs. Richland* case. That case did establish that the Hearing Examiner could and should determine whether access was allowed under applicable codes, specifically as to use and width. That is a code interpretation matter, and does not involve litigating ownership or the extent of property rights. The latter would fall exclusively within the jurisdiction of the superior court. In fact, the *Miller* case specifically noted that limitation. The court there did uphold a condition that would require a later determination by the City Attorney as to the extent of the legal rights held by the applicant for access. That is a very different question than the Examiner adjudicating property rights. There is nothing in that *Miller* case that would require or allow the inquiry suggested by the neighbors.

We hope this information is sufficient to address any question the Examiner may have. Should you require additional information, please contact the undersigned as needed.

Very truly yours,

A handwritten signature in black ink, appearing to read "William T. Lynn", with a long, sweeping horizontal line extending to the right.

William T. Lynn

September 15, 2026

Response to Karen Champ letter dated September 5, 2026.

Regarding Ms. Champ's assessment of the future of Urdahl road and a future extension northerly through the Strickland property, the applicant agrees and we have actually sketched that out and how it might look in the future. The applicant also agrees that once the future Urdahl Road is extended, the 18' access road associated with the 1991 short plat will no longer be an issue.

However, that is not the condition that exists today. The applicant is required to connect to existing public rights-of-way and build public streets to public works standards but can only do so on property that they control. They can't build roads on other people's property that don't want them. The applicant is also expected to provide opportunities for future road extensions consistent with City policy or transportation comprehensive plan. That is what this proposal does by providing a road stub to our south property line which could be part of the future Urdahl Road extension.

Please keep in mind that utilizing the existing 18' road easement is a temporary situation until such time that a safe and reliable access point can be constructed at the end of NW Swenson Ct.

A handwritten signature in blue ink, appearing to read 'G. P. Sherwin', with a long horizontal flourish extending to the right.

Geoffrey P. Sherwin, P.E.
Director of Land Entitlement
gsherwin@trumarkco.com
253-840-5660

September 15, 2026

Applicants response to the Greg Newhouse comments dated September 12, 2026.

1. Concern over legal rights to utilize the ingress/egress easement.

We refer to William Lynn's memo dated August 19, 2026 and the facts are as follows:

- a. The subject plat of Cedarview @ Glenwood is part of the 1991 short plat recorded in Kitsap County under Volume 6, Pg. 195 of plats.
- b. The subject plat is made up of Lots A & B of the short plat mentioned above.
- c. The short plat relied on an 18 foot road easement recorded in AFN 818085 to serve all lots within the short plat.
- d. All four lots A-D of the short plat, currently use the existing 18' road for access to either existing single family homes or to undeveloped parcels.
- e. The recorded documentation does not list any restrictions for use of that 18' road. Therefore, the road can be used for any access purpose that the property owner deems necessary.

2. Concern over modification of the easement.

- a. The applicant proposes no modification of the easement and therefore, no corrective actions are necessary.
- b. No modifications are proposed, therefore, no environmental impacts to address.
- c. The use of road will be temporary until such time that a safe and reliable access can be built from the end of the exiting public road stub at NW Swenson Court.
- d. No impacts are anticipated, therefore, no mitigation is proposed. However, if the surface of the 18' road is disturbed, the applicant has agreed to repair the surface of the road for the benefit of the short plat users.
- e. The applicant has committed to users of the 18' road that any disturbance to the road will be repaired by the applicant and the applicant's expense.

3. Concern over access to the site through or near the tree tracts.

Due to the fact that the arborist has determined that the trees on the subject site are unhealthy or will be deemed hazardous, all trees are being removed from the site and then replanting new, healthy trees. As such, concerns over entry into tree protection zones are not necessary because there will be no existing trees needing

protection.

4. Concern over tree felling methods.

The applicant will comply with tree removal practices per City codes. Since all trees are being removed from the site, there are no trees to protect and therefore, no concerns over tree felling methods.

5. Concerns over long-term success of new tree plantings.

The applicant has engaged the services of both a professional arborist and a landscape architect to come up with a plan to meet the City's tree preservation and planting requirements. We refer you to the landscape plans which are part of this record.

6. Concern over timing of placement of tree protection fencing.

It is standard practice that before land clearing activities take place, the site is surveyed and marked for clearing limits. Once clearing limits are established, tree protection fencing is installed to ensure that equipment does not enter areas that are intended to be preserved or left in their natural condition. Also, in areas not already identified with fences, tree protection fencing is installed around the perimeter of the project site to reduce potential encroachment into other peoples property.



Geoffrey P. Sherwin, P.E.

Director of Land Entitlement

gsherwin@trumarkco.com

253-840-5660

September 15, 2026

Response to Tami Phillip's letter dated September 11, 2025.

1. Concern over the buffer requirements between urban and rural areas:

The Poulsbo Municipal Code contemplates transition areas between modern urban development and rural or otherwise more sub-urban type development. The subject code is PMC 18.260.070(B) and requires a PRD to provide 1) a six-foot sight obscuring fence OR; 2) a minimum 25-foot vegetative buffer. In this case, the applicant is providing both as shown on the plans. In addition, the proposed trail located in the subject open space tract is a private trail and not open to the public.

2. Inadequate Urban to Rural Transition:

First, the applicant is not proposing a high-density development. The subject site is located in a low-density residential zoning district and in the context of urban development, 22 lots on 5 acres is considered relatively low density. The applicant believes they have complied with all requirements associated with perimeter buffering and landscaping and as described in response 1) above, the applicant is going above and beyond the minimum required in relation to buffer requirements. The applicant has met personally with Ms. Phillips on a couple of occasions where we have articulated our goal to provide dense screening along our common property line to assist with her privacy concerns. We have proposed shifting of the 4' wide gravel trail closer to the back of lots 1-10 and emphasized dense tree and shrub plantings along the common property line to increase screening benefits.



Geoffrey P. Sherwin, P.E.

Director of Land Entitlement

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