



KITITAS COUNTY

DEPARTMENT OF PUBLIC WORKS

MEMORANDUM

TO: Community Development Services

FROM: Public Works Planning Review Team

DATE: April 20, 2021

SUBJECT: Bull Ranch LP-21-00001

The following shall be conditions of preliminary approval:

1. Timing of Improvements: This application is subject to the latest revision of the Kittitas County Road Standards, dated 12/15/15. The following conditions apply and must be completed prior to final approval of this project. A performance guarantee may be used, in lieu of the required improvements, per the conditions outlined KCC 12.01150.
2. Private Road Certification: Private roads serving any of the lots within this development shall be inspected and certified by a licensed professional engineer for conformance with current Kittitas County Road Standards, 12/15/15 edition. Kittitas County Public Works shall require this road certification to be completed prior to final approval of the project. If a performance guarantee is used in lieu of the required improvements, the private road shall be constructed and certified to comply with the minimum requirements of the International Fire Code prior to issuance of a building permit.
3. Private Road Improvements: The internal road system shall be constructed to meet or exceed the conditions of a High-Density Private Road that serves 41+ tax parcels. See Table 4-4, current Kittitas County Road Standards, 12/15/15 edition.
 - a. Access easements shall be a minimum of 60' wide. The roadway shall have a minimum width of 22', with 2' shoulders, for a total width of 26'.
 - b. Minimum centerline radius shall be 60'.
 - c. Surface requirement BST/ACP.
 - d. Maximum grade is 10%.
 - e. Stopping site distance, reference AASHTO.
 - f. Maintenance of driveway approaches shall be the responsibility of the owner whose property they serve. The County will not maintain accesses.
 - g. All roads located within this development or roads that provide access to this development shall be constructed to current county road standards unless any other maintenance agreements, forest service road easements or state easement require higher road standards. The higher of the road standards shall apply.

- h. All easements shall provide for AASHTO radius at the intersection with a county road.
 - i. A second access is required if more than 30 (thirty) lots/units will use the private road.
4. Driveways: A driveway shall serve no more than four tax parcels. See Kittitas County Road Standards, 12/15/15 edition.
- a. New access easements shall be a minimum of 30' wide. The roadway width shall have a minimum width of 12' if the length of the driveway is less than 150', or 16' if the length of the driveway is more than 150'.
 - b. Maximum grade shall be 10%.
 - c. Crushed surface depth per WSDOT standards.
 - d. Maintenance of driveway approaches shall be the responsibility of the owner whose property they serve. The County will not maintain accesses.
5. Plat Notes: Plat notes shall reflect the following:
- a. Kittitas County will not accept private roads for maintenance as public streets or roads until such streets or roads are brought into conformance with current County Road Standards and formally adopted by the Kittitas County Board of County Commissioners.
 - b. Maintenance of the access is the responsibility of the property owners who benefit from its use.
 - c. An approved access permit will be required from the Department of Public Works prior to creating any new driveway access or performing work within the county road right-of-way.
 - d. Any further subdivision or lots to be served by proposed access may result in further access requirements. See Kittitas County Road Standards.
 - e. A public utility easement 10 feet in width is reserved along all lot lines. The 10 foot easement shall abut the exterior plat boundary and shall be divided 5 feet on each side of interior lot lines. Said easement shall also be used for irrigation.
6. Plat Approvals: All plats must show the acceptance signature of the County Engineer. The acceptance block shall be as follows (per KCC 16.24.170):

EXAMINED AND APPROVED
This _____ day of _____, A.D., 20____.

Kittitas County Engineer

7. Private Road Maintenance Agreement: The applicant shall meet all applicable conditions of any pre-established or required Private Road Maintenance Agreements.
8. Road Name: Roads serving six or more lots shall be named according to the Kittitas County Private Road Naming & Signing Standards. Road names shall be subject to the approval of

the Department of Public Works and KITTCOM. Private roads shall be signed with a manual on Uniform Traffic Control Devices (MUTCD approved road name signs at all time.

9. Design Criteria within the Urban Growth Area:

- Roads proposed within the UGA shall conform and support the road system or grid, Transportation Plan and Comprehensive Plan of the affected city.
- Roads constructed within the UGA shall comply with the road standards of the affected city or Kittitas County Road Standards, whichever is more stringent. The city shall have the final approval of the road alignment, geometry and construction requirements.
- Utilities constructed within the UGA shall comply with the requirements of the affected city.

10. Lot Closure: It is the responsibility of the Professional Licensed Surveyor (PLS) to ensure the lot closures are correct and accurate.

11. Access Permit: An approved access permit shall be required from the Department of Public Works prior to creating any new driveway access or performing work within the county road right of way.

12. Addressing: Contact the Kittitas County Rural Addressing Coordinator at (509) 962-7523 to obtain addresses prior to obtaining a building permit. A parcel cannot receive a building permit or utilities until such parcel is identified with a 911 address.

13. Fire Protection: Contact the Kittitas County Fire Marshal regarding any additional access requirements for Emergency Response.

14. Mailbox Placement: Mailboxes must be approved by U.S. Postal Service. Mailbox locations are site specific. Contact your local Post Office for location and design standards before beginning construction.

SURVEY:

Kittitas County Code 16.24.010 requires that the Preliminary Plat submittals be prepared by a Licensed Land Surveyor. Under State Law, plans may be dual stamped as long as the division of responsibility is clearly defined. Please resubmit the documents with a surveyor stamp.

ENGINEERING:

1. Plan set is missing some important road design information (curve radii, material type and thickness, utility infrastructure). The applicant should know that all Public Roads are subject to KCC Chapter 12.4. The applicant should submit full civil plans to both Kittitas County and The City of Ellensburg for review when the plan set is finished.
2. The applicant should know that conveyance analysis should be done before final plat is approved.

3. The applicant should know that a time series verifying that the infiltration ponds drain within 72 hours of a given storm event should be included before final plat is approved.
4. Offset intersections are not recommended. Please revise to not have an offset from the existing intersection. If not possible, left turn storage on Kittitas Highway needs to be maintained from Magnolia Street and created for the proposed street connection.

FLOOD:

There is not a FEMA identified 100-year floodplain associated with this development. Therefore, a floodplain development permit is not needed. Please note that KCC 14.05 (Grading) requires excavation and fill not construct or alter the existing flow of storm water, streams, or other historical flows. The project will be reviewed for compliance with this requirement through the grading permit process.