



KITTITAS COUNTY COMMUNITY DEVELOPMENT SERVICES

411 N. Ruby St., Suite 2, Ellensburg, WA 98926

CDS@CO.KITTITAS.WA.US

Office (509) 962-7506

Fax (509) 962-7682

"Building Partnerships – Building Communities"

ACCESSORY DWELLING UNIT PERMIT APPLICATION

(Proposing an Accessory Dwelling Unit, per Kittitas County Code 17.08.022, when ADU is located outside an Urban Growth Area)

Please type or print clearly in ink. Attach additional sheets as necessary. Pursuant to KCC 15A.03.040, a complete application is determined within 28 days of receipt of the application submittal packet and fee. The following items must be attached to the application packet.

REQUIRED ATTACHMENTS

- Site plan of the property with all proposed buildings, points of access, roads, parking areas, septic tank, drainfield, drainfield replacement area, areas to be cut and/or filled, natural features such as contours, streams, gullies, cliffs, etc.
- N/A* Completed application for a Conditional Use Permit, including fees.
- Project Narrative responding to Questions 9-13 on the following pages.

APPLICATION FEES:*

* FEES BASED ON ADMINISTRATIVE USE PERMIT

	\$
1000.00	Kittitas County Community Development Services (KCCDS) (SEPA exempt)
0.00	Kittitas County Department of Public Works
0.00	Kittitas County Fire Marshal

\$1000.00 Total fees due for this application (One check made payable to KCCDS)

FOR STAFF USE ONLY

Application Received By (CDS Staff Signature):

DATE:

07-29-11

RECEIPT #

11765

PAID

JUL 29 2011

KITTITAS CO.

DATE STAMP IN BOX

GENERAL APPLICATION INFORMATION

1. Name, mailing address and day phone of land owner(s) of record:

Landowner(s) signature(s) required on application form.

Name: Scott and Sharon Lumsden
Mailing Address: 4430 Secret Canyon Rd.
City/State/ZIP: Ellensburg, WA 98926-5071
Day Time Phone: (509) 968-3889
Email Address: lumsden.f@msn.com

2. Name, mailing address and day phone of authorized agent, if different from landowner of record:

If an authorized agent is indicated, then the authorized agent's signature is required for application submittal.

Agent Name: _____
Mailing Address: _____
City/State/ZIP: _____
Day Time Phone: _____
Email Address: _____

3. Name, mailing address and day phone of other contact person

If different than land owner or authorized agent.

Name: _____
Mailing Address: _____
City/State/ZIP: _____
Day Time Phone: _____
Email Address: _____

4. Street address of property:

Address: 4430 Secret Canyon Rd.
City/State/ZIP: Ellensburg, WA 98926-5071

5. Legal description of property (attach additional sheets as necessary):

Map # 18-20-03000-001 Acres 51.67, CO. 11175; PTN E 1/2 W 1/2 SEC 3, TWP 18, RGE 20;
PTN SW 1/4 SEC 34, TWP 19, RGE 20 (Parcel 31, SURV. B25/P89-94)

6. Tax parcel number: 594934 (18-20-03000-0001)

7. Property size: 51.67 (acres)

8. Land Use Information:

Zoning: Forest and Range Comp Plan Land Use Designation: _____

PROJECT NARRATIVE

(INCLUDE RESPONSES AS AN ATTACHMENT TO THIS APPLICATION)

- 9. **Narrative project description (include as attachment):** Please include at minimum the following information in your description: describe project size, location, water supply, sewage disposal and all qualitative features of the proposal; include every element of the proposal in the description. *
- 10. **Describe how this proposal meets the criteria of 17.60B.050 for Administrative Uses.**
- 11. **Describe the development existing on the subject property and associated permits.** List permit numbers if know. (i.e. building permits, access permits, subdivisions)
- 12. **Name the road(s) or ingress/egress easements that provide legal access to the site.**
- 13. **An Accessory Dwelling Unit is allowed only when the following criteria are met.** Please describe in detail how each criteria found in KCC 17.08.022 is met for this particular project:
 - A. ADU's shall be allowed as a permitted use within designated Urban Growth Areas
 - B. ADU's shall be subject to obtaining an Administrative Use permit in areas outside Urban Growth Areas
 - C. There is only one ADU on the lot.
 - D. The owner of the property resides in or will reside in either the primary residence or the ADU.
 - E. The ADU does not exceed the square footage of the habitable area of primary residence.
 - F. The ADU is designed to maintain the appearance of the primary residence.
 - G. The ADU meets all the setback requirements for the zone in which the use is located.
 - H. The ADU has or will meet the applicable health department standards for potable water and sewage disposal.
 - I. No mobile homes or recreational vehicles shall be allowed as an ADU.
 - J. The ADU has or will provide additional off-street parking.
 - K. The ADU is not located on a lot in which a Special Care Dwelling or an Accessory Living Quarter already exists.

AUTHORIZATION

- 14. Application is hereby made for permit(s) to authorize the activities described herein. I certify that I am familiar with the information contained in this application, and that to the best of my knowledge and belief such information is true, complete, and accurate. I further certify that I possess the authority to undertake the proposed activities. I hereby grant to the agencies to which this application is made, the right to enter the above-described location to inspect the proposed and or completed work.

All correspondence and notices will be transmitted to the Land Owner of Record and copies sent to the authorized agent or contact person, as applicable.


Signature of Authorized Agent:
(REQUIRED if indicated on application)

X 

Date:

7/29/11

Signature of Land Owner of Record
(Required for application submittal):

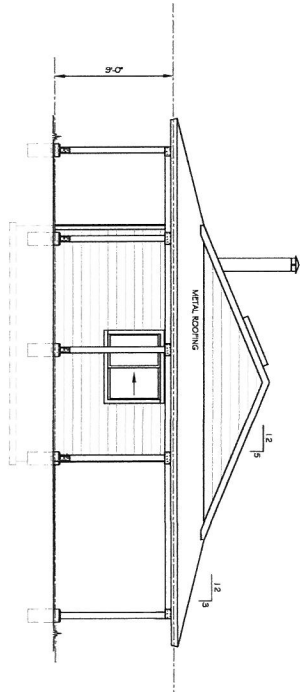
X 

Date:

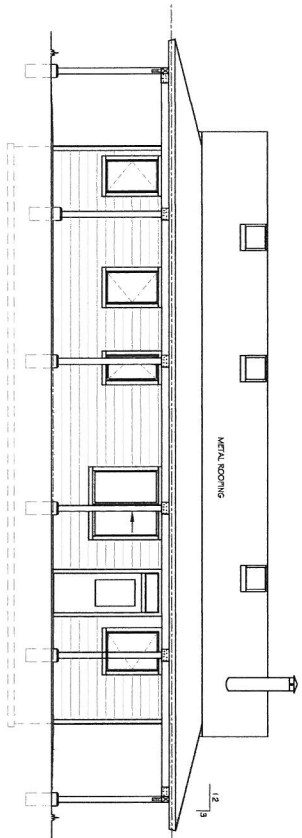
7/29/2011

Project Narrative

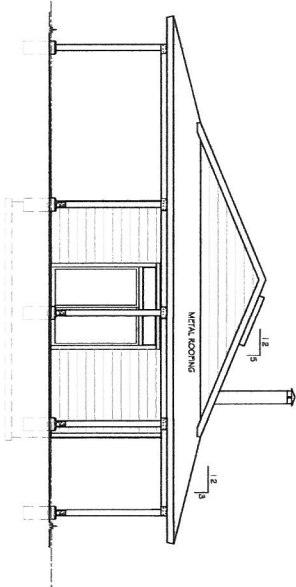
- 9) The Accessory Dwelling Unit is to serve the purpose of accommodations for our occasional guests of friends or family, and will hereby be referred to as “guest house.” The guest house will occupy a footprint of 36’ x 56’ which includes a 792 sq. ft. living area with a 6’ covered porch on 3 sides and a 12’ covered area on one side to accommodate parking or other uses. There will be a gravel drive leading to the front, with a parking/turnaround area in front. It will be located in a contoured part of our landscape to minimize the visual impact and maintain the quality of the surrounding environment. The roofline will be consistent with the other buildings on the property with a 5/12 pitch over the living area, changing to a 3/12 pitch over the covered porches. The guest house is the only structure besides our primary residence that has a bathroom or kitchen and will share the water supply from our well. It will be connected to our current septic and drainfield, which will be enlarged to accommodate the additional use. Please see attached floor plan and elevations for detail of features of the proposed guest house.
- 10) The proposed use will be compatible with the recreational nature of our community and will not be injurious to the public health, peace, safety or general welfare of the surrounding neighborhood. Nor will it negatively affect the character of the surrounding vicinity or its planned uses. The guest house will be located well within setback requirements so as not to be injurious to adjacent or nearby properties. We have reviewed all of the requirements for its use and believe we are within all guidelines, and that having guests visit us from out of town will be a benefit to local businesses and restaurants.
- 11) Permit #BP-11-00370 is for a remodel of our existing roof to make it more compatible to the western ranch appearance that it will share with the new guest house.
- 12) Secret Canyon Road leads to our private gravel driveway, which will lead to the site.
- 13)
- A. We are not in a designated Urban Growth Area.
 - B. We understand that we are subject to this Administrative Use Permit.
 - C. There will be only one ADU on the lot.
 - D. The owner of the property will reside in the primary residence on the lot.
 - E. The ADU will occupy 1680 sq. ft., including covered porches, and the primary residence is currently 2355 sq. ft. of living space. With the proposed remodel (permit# BP-11-00370) it will increase to 2914 including covered porches.
 - F. The design of the roofline, as well as roofing material, siding, paint, windows, and doors will match the primary residence.
 - G. All setback requirements have been met.
 - H. Applicable health department standards for water and sewage disposal will be met by tying into the current water line and adding necessary capacity to the septic and drainfield.
 - I. The ADU is a stick-built home.
 - J. The ADU will have its own parking area for one or more vehicles.
 - K. There are no existing Special Care Dwellings or Accessory Living Quarters on the lot,



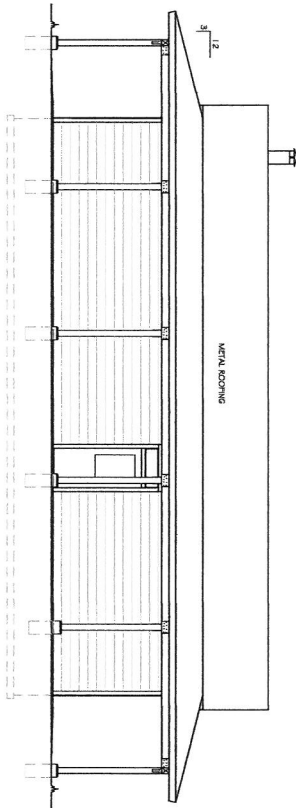
FRONT ELEVATION



LEFT ELEVATION



REAR ELEVATION



RIGHT ELEVATION

WALL FRAMING

NOTES:

- MATERIALS FOR STRUCTURAL MEMBERS, SEE TABLE A (02.2.3.1)

REV: JULY 27, 2011

DWG. NO. 17.201.1

PH. 509.925.3326

ELLENSBURG, WA 99926

208 NO. 2011-08-R

SRV. NO. 04-07-7



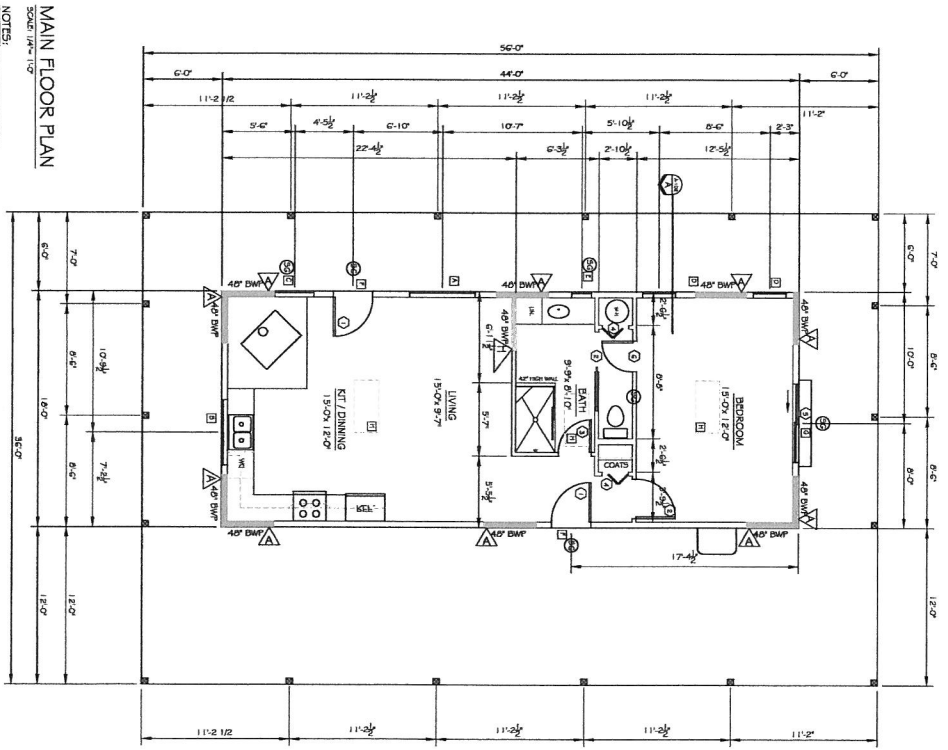
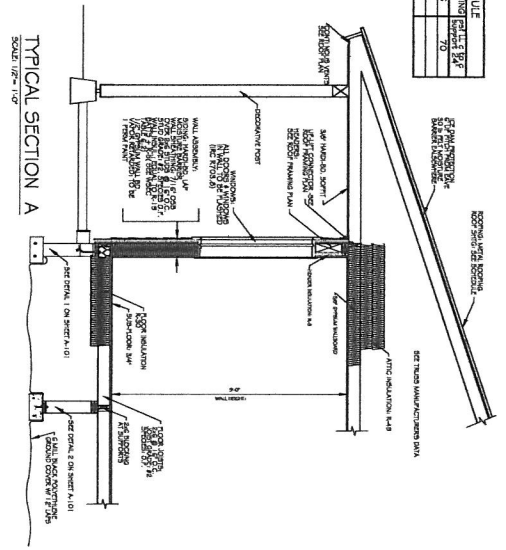
RES. FOR: **SCOTT & SHARON LUMSDEN**
 4438 SECRET CANYON RD
 ELLENSBURG, WA 99926

NO.	SIZE	TYPE	HEAD	JAMB	FRAME	HWY.	TYPE	REMARKS
1	6'0" x 6'6"	1.3M	TYPE 1	WOOD	WOOD	WOOD	WOOD	0.020 U/A/C/D/L
2	6'0" x 6'6"	1.3M	TYPE 2	WOOD	WOOD	WOOD	WOOD	
3	6'0" x 6'6"	1.3M	TYPE 3	WOOD	WOOD	WOOD	WOOD	
4	6'0" x 6'6"	1.3M	TYPE 4	WOOD	WOOD	WOOD	WOOD	
5	6'0" x 6'6"	1.3M	TYPE 5	WOOD	WOOD	WOOD	WOOD	
6	6'0" x 6'6"	1.3M	TYPE 6	WOOD	WOOD	WOOD	WOOD	
7	6'0" x 6'6"	1.3M	TYPE 7	WOOD	WOOD	WOOD	WOOD	
8	6'0" x 6'6"	1.3M	TYPE 8	WOOD	WOOD	WOOD	WOOD	
9	6'0" x 6'6"	1.3M	TYPE 9	WOOD	WOOD	WOOD	WOOD	
10	6'0" x 6'6"	1.3M	TYPE 10	WOOD	WOOD	WOOD	WOOD	

NO.	SIZE	TYPE	GLASS	FRAME	REMARKS
1	6'0" x 6'6"	TYPE 1	GLASS	WOOD	0.020 U/A/C/D/L
2	6'0" x 6'6"	TYPE 2	GLASS	WOOD	
3	6'0" x 6'6"	TYPE 3	GLASS	WOOD	
4	6'0" x 6'6"	TYPE 4	GLASS	WOOD	
5	6'0" x 6'6"	TYPE 5	GLASS	WOOD	
6	6'0" x 6'6"	TYPE 6	GLASS	WOOD	
7	6'0" x 6'6"	TYPE 7	GLASS	WOOD	
8	6'0" x 6'6"	TYPE 8	GLASS	WOOD	
9	6'0" x 6'6"	TYPE 9	GLASS	WOOD	
10	6'0" x 6'6"	TYPE 10	GLASS	WOOD	

WINDOW SIZE	WINDOW PATTERN	TYPE	GLASS	FRAME	REMARKS
6'0" x 6'6"	1	TYPE 1	GLASS	WOOD	0.020 U/A/C/D/L
6'0" x 6'6"	2	TYPE 2	GLASS	WOOD	
6'0" x 6'6"	3	TYPE 3	GLASS	WOOD	
6'0" x 6'6"	4	TYPE 4	GLASS	WOOD	
6'0" x 6'6"	5	TYPE 5	GLASS	WOOD	
6'0" x 6'6"	6	TYPE 6	GLASS	WOOD	
6'0" x 6'6"	7	TYPE 7	GLASS	WOOD	
6'0" x 6'6"	8	TYPE 8	GLASS	WOOD	
6'0" x 6'6"	9	TYPE 9	GLASS	WOOD	
6'0" x 6'6"	10	TYPE 10	GLASS	WOOD	

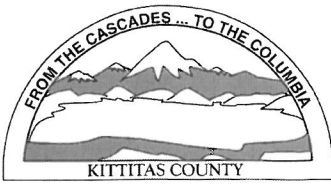
NO.	SIZE	TYPE	HEAD	JAMB	FRAME	HWY.	TYPE	REMARKS
1	6'0" x 6'6"	1.3M	TYPE 1	WOOD	WOOD	WOOD	WOOD	0.020 U/A/C/D/L
2	6'0" x 6'6"	1.3M	TYPE 2	WOOD	WOOD	WOOD	WOOD	
3	6'0" x 6'6"	1.3M	TYPE 3	WOOD	WOOD	WOOD	WOOD	
4	6'0" x 6'6"	1.3M	TYPE 4	WOOD	WOOD	WOOD	WOOD	



NOTES:
 1. REFER TO ARCHITECTURAL DRAWINGS FOR FINISHES.
 2. REFER TO ARCHITECTURAL DRAWINGS FOR DIMENSIONS.
 3. REFER TO ARCHITECTURAL DRAWINGS FOR MATERIALS.
 4. REFER TO ARCHITECTURAL DRAWINGS FOR SYMBOLS.
 5. REFER TO ARCHITECTURAL DRAWINGS FOR SCHEDULES.

DATE: MAY 17, 2011
 REV: JULY 27, 2011
 TEL: 509 325 3526
 4330 SECRET CANYON RD
 ELLENSBURG, WA 98926
 SHT. 14 OF 37

RES. FOR: **SCOTT & SHARON LUMSDEN**
 4330 SECRET CANYON RD
 ELLENSBURG, WA 98926



KITTITAS COUNTY PERMIT CENTER
411 N. RUBY STREET, ELLENSBURG, WA 98926

RECEIPT NO.: 00011765

COMMUNITY DEVELOPMENT SERVICES
(509) 962-7506

PUBLIC HEALTH DEPARTMENT
(509) 962-7698

DEPARTMENT OF PUBLIC WORKS
(509) 962-7523

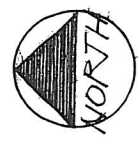
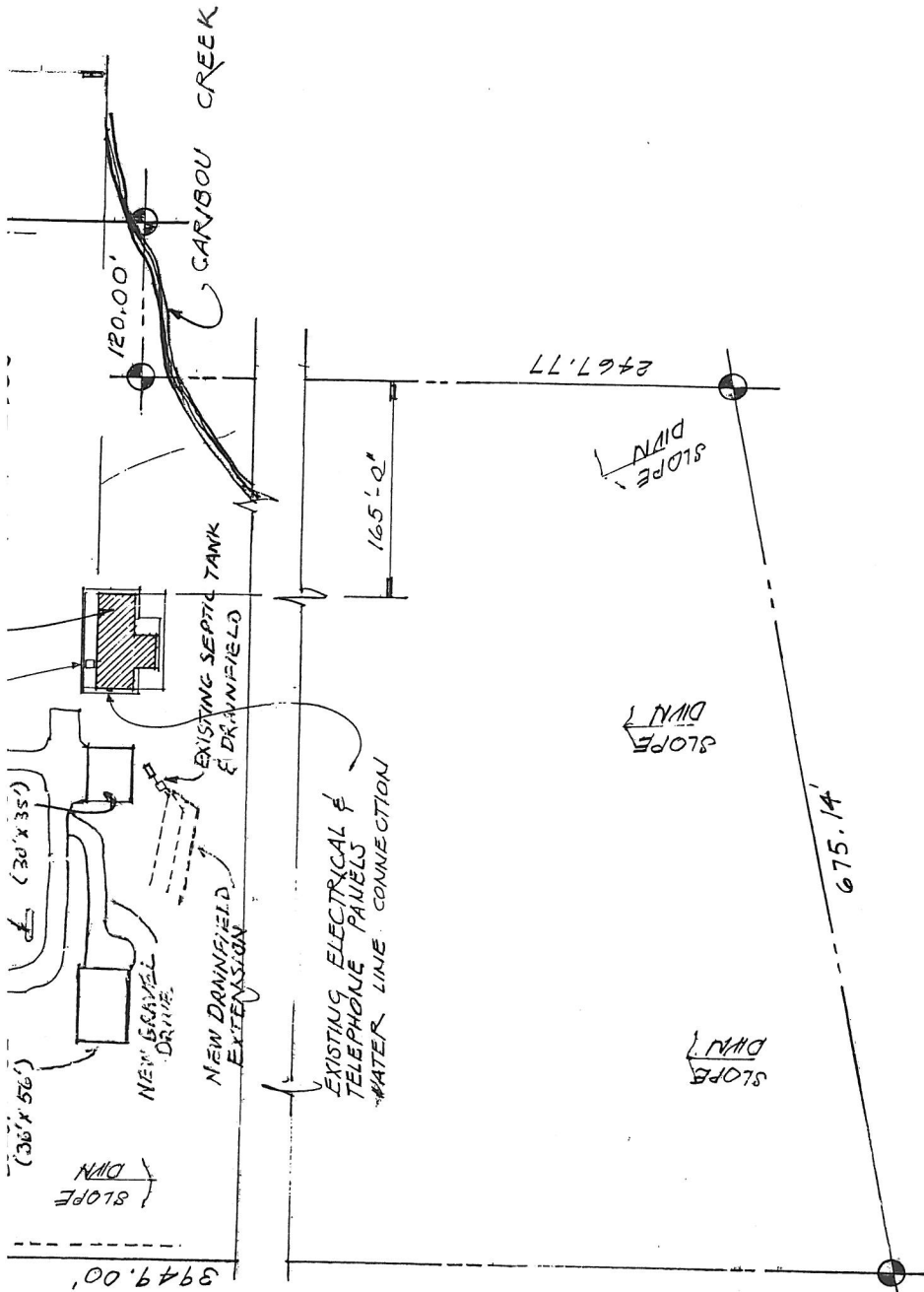
Account name: 023640

Date: 7/29/2011

Applicant: LUMSDEN, SCOTT ETUX

Type: check # 1150

<u>Permit Number</u>	<u>Fee Description</u>	<u>Amount</u>
AU-11-00004	ADMINISTRATIVE USE FEE	1,000.00
	Total:	1,000.00



SITE PLAN (PARTIAL)

SCALE: 1" = 100'-0"

ADDRESS: 4430 SECRET CANYON ROAD
 ELLENBURG, WASHINGTON 98926
 PARCEL NUMBER: 18-20-03000-0001
 51.67 ACRES