

MCINTYRE, TIMOTHY M & JANA M  
11461 THRALL RD  
ELLENSBURG, WA 98926-5292

ROBERTS, JULIANNE ERIN  
120 BUSCH RD  
ELLENSBURG, WA 98926-5320

BUSCH, RICHARD G & LINDA L  
3712 PENNANT CT NW  
OLYMPIA, WA 98502-3572

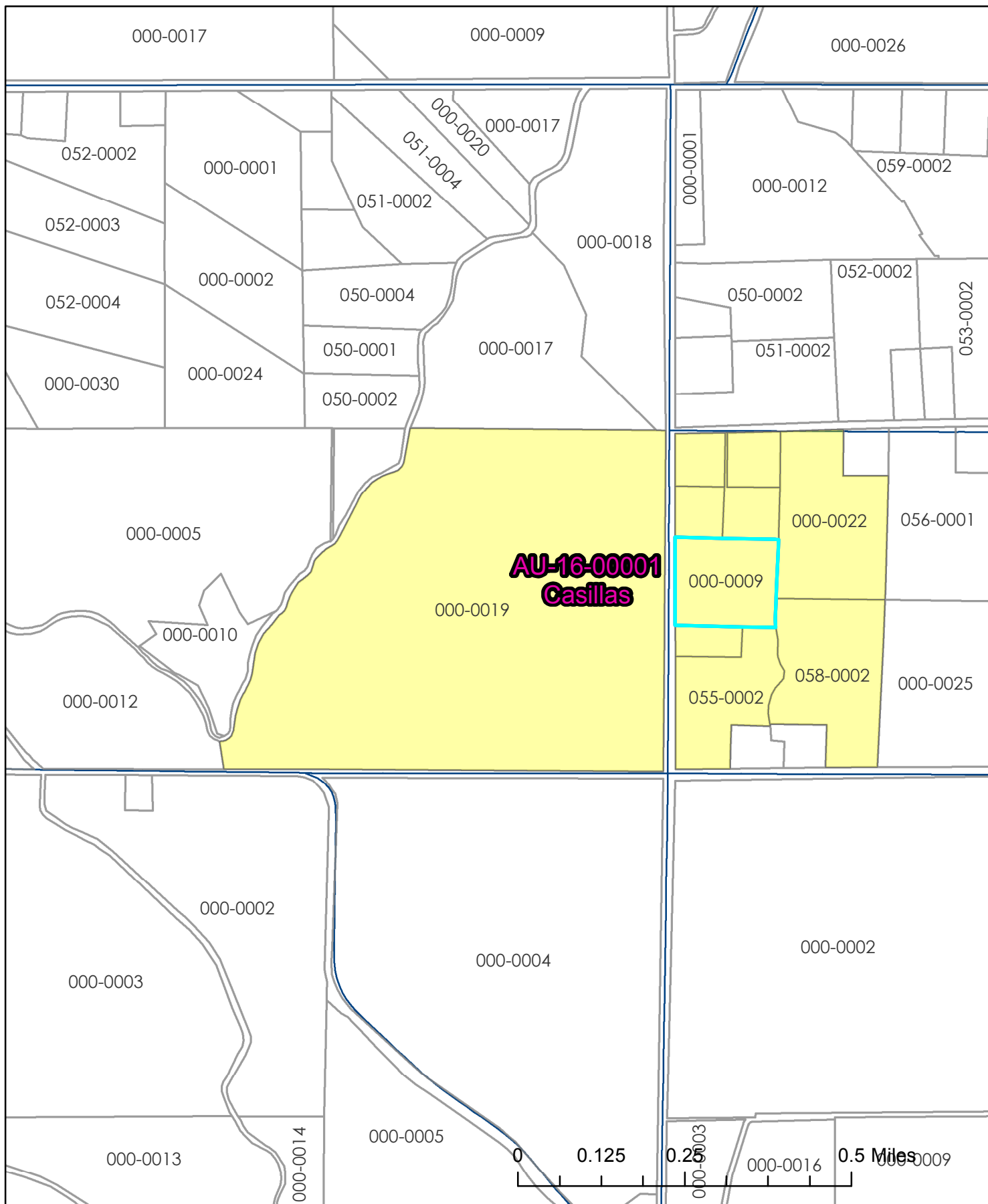
CARTER, STEVEN & JANICE A  
PO BOX 1115  
ELLENSBURG, WA 98926-1900

HULBERT, RICHARD W & DEBORAH K  
1350 HAMILTON RD  
ELLENSBURG, WA 98926-5286

CASILLAS, SHANE  
1290 HAMILTON RD  
ELLENSBURG, WA 98926-5316

SORENSEN, RONALD P  
1101 HAMILTON RD  
ELLENSBURG, WA 98926

SANDENO, GERALD E ETUX  
1510 HAMILTON RD  
ELLENSBURG, WA 98926



**AU-16-00001  
Casillas**

3/28/2016

**500'  
Buffer**

kaycee.hathaway

# Critical Areas Checklist

Monday, March 28, 2016

Application File Number



Planner

Is SEPA required  Yes  No



Is Parcel History required?  Yes  No

What is the Zoning?



Is Project inside a Fire District?  Yes  No

If so, which one?



Is the project inside an Irrigation District?  Yes  No

If so, which one?

Does project have Irrigation Approval?  Yes  No

Which School District?

Is the project inside a UGA?  Yes  No

If so which one?

Is there FIRM floodplain on the project's parcel?  Yes  No

If so which zone?

What is the FIRM Panel Number?

Is the Project parcel in the Floodway?  Yes  No

Does the project parcel contain a shoreline of the State?  Yes  No

If so what is the Water Body?

What is the designation?

Does the project parcel contain a Classified Stream?  Yes  No

If so what is the Classification?

Does the project parcel contain a wetland?  Yes  No

If so what type is it?

Does the project parcel intersect a PHS designation?  Yes  No

If so, what is the Site Name?

Is there hazardous slope in the project parcel?  Yes  No

If so, what type?

Does the project parcel abut a DOT road?  Yes  No

If so, which one?

Does the project parcel abut a Forest Service road?  Yes  No

If so, which one?

Does the project parcel intersect an Airport overlay zone ?  Yes  No

If so, which Zone is it in?

Does the project parcel intersect a BPA right of way or line?  Yes  No

If so, which one?

Is the project parcel in or near a Mineral Resource Land?  Yes  No

If so, which one?

Is the project parcel in or near a DNR Landslide area?  Yes  No

If so, which one?

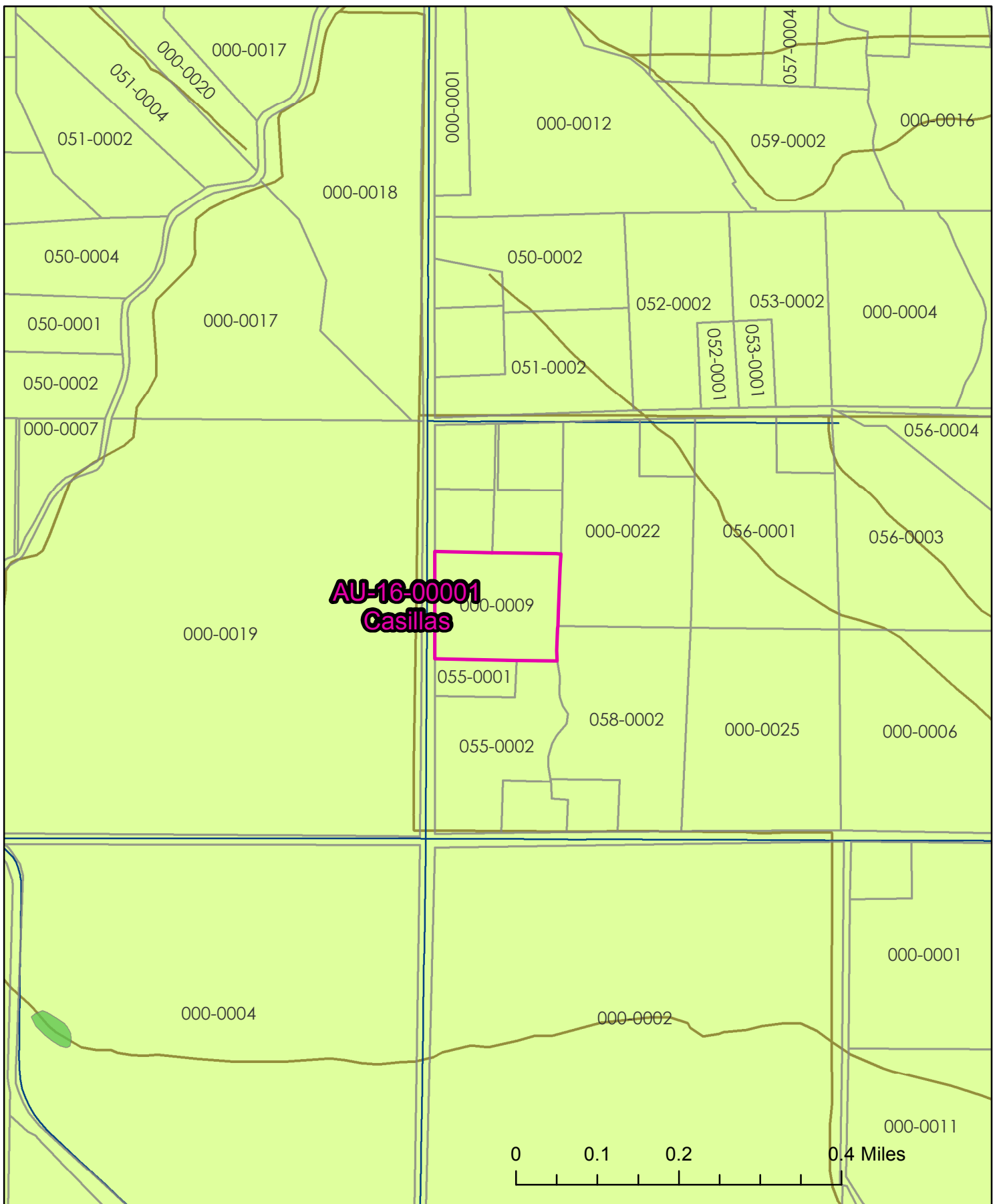
Is the project parcel in or near a Coal Mine area?  Yes  No

What is the Seismic Designation?

Does the Project Application have a Title Report Attached?

Does the Project Application have a Recorded Survey Attached?

Have the Current Years Taxes been paid?

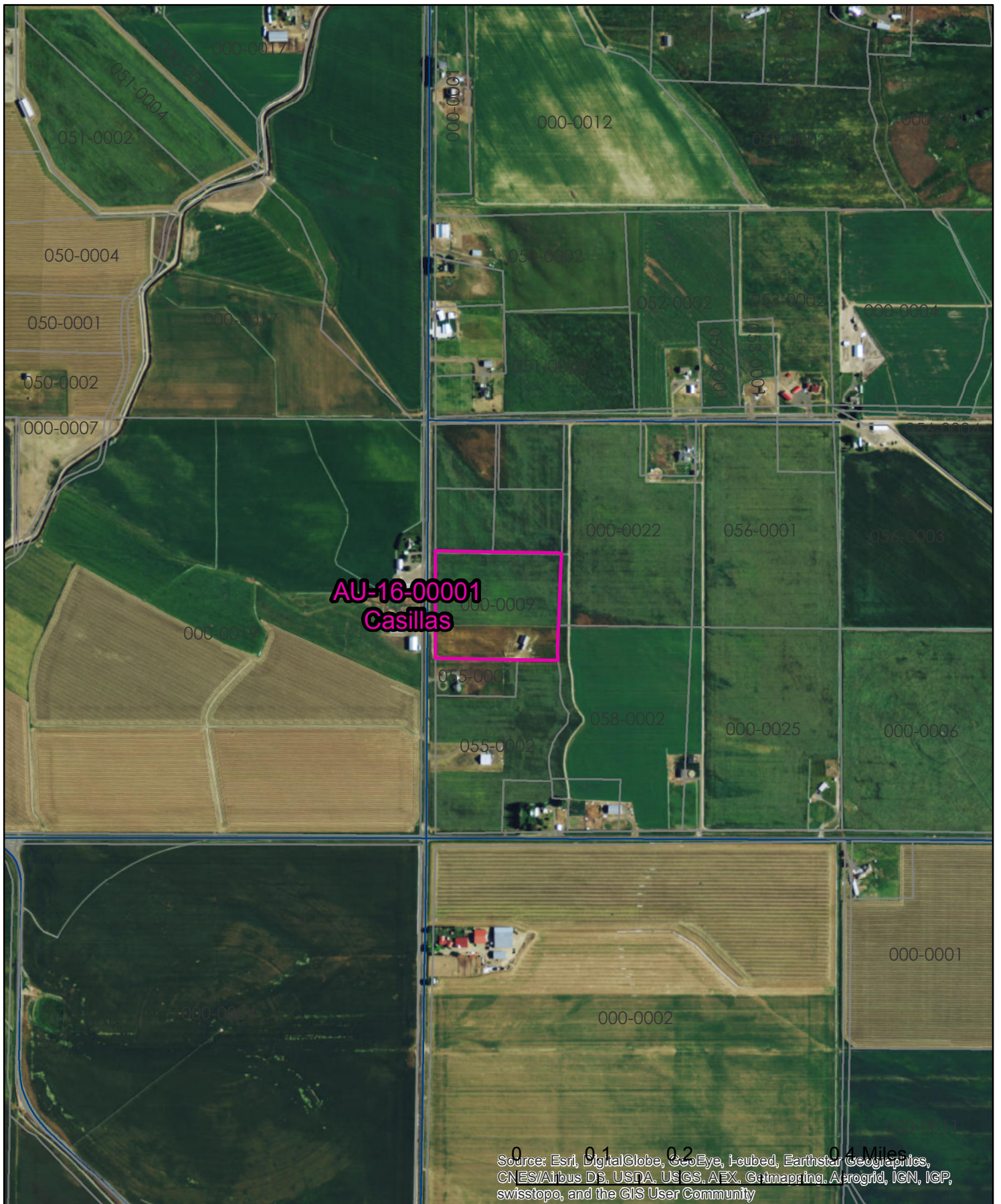


**AU-16-00001  
Casillas**

3/28/2016

**Critical Areas  
Map**

kaycee.hathaway

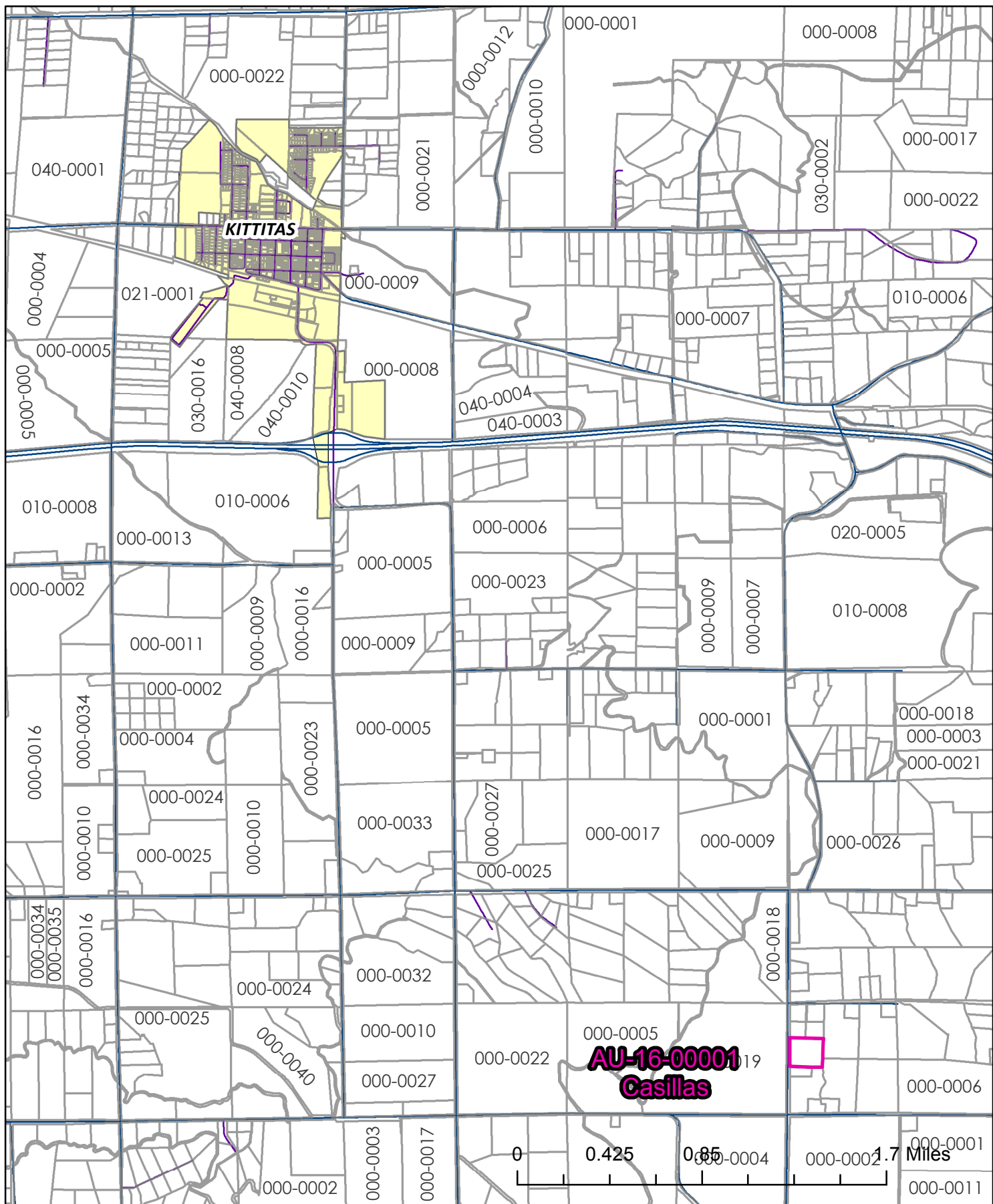


**AU-16-00001**  
**Casillas**

3/28/2016

**Air**  
**Photo**

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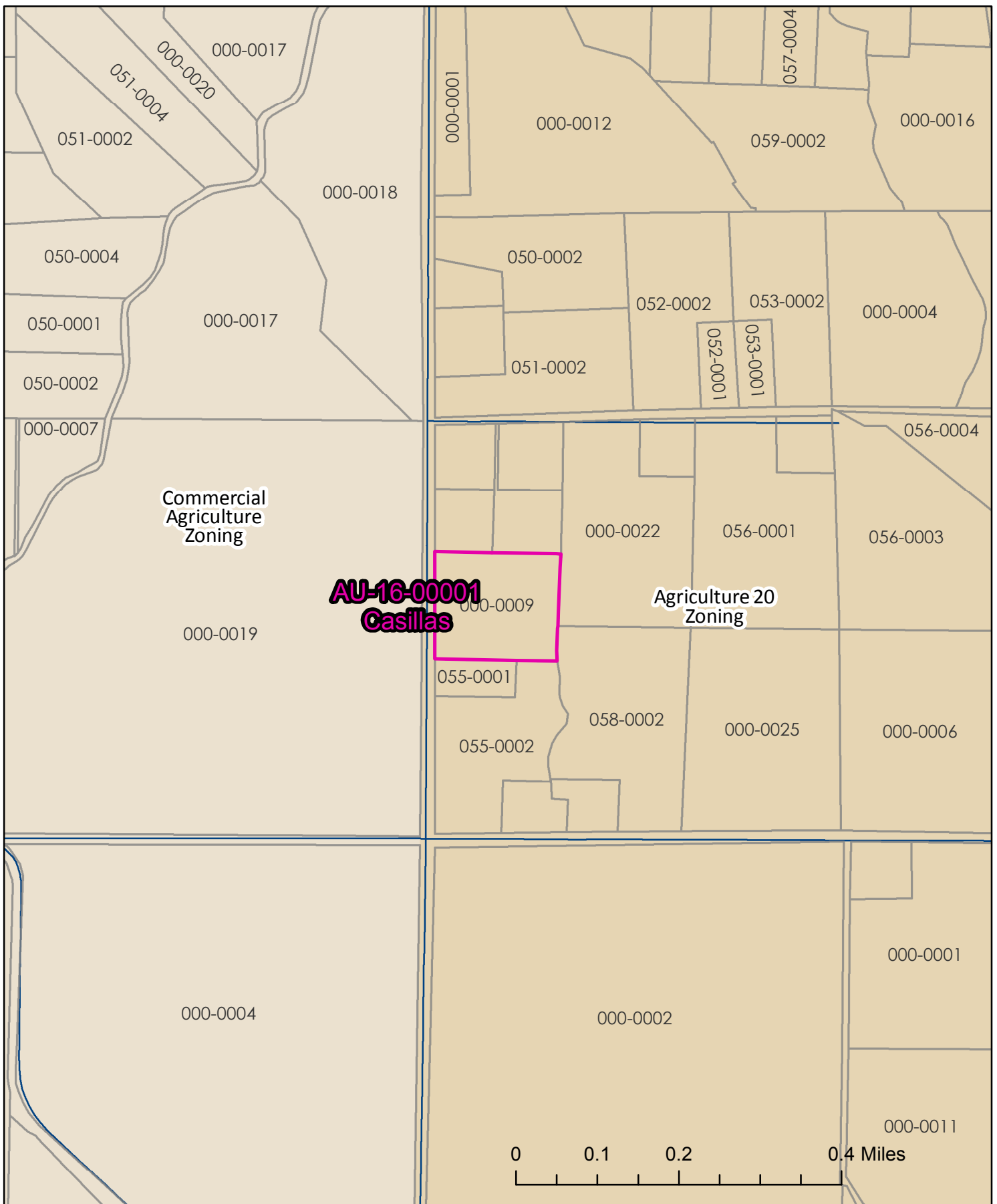


**AU-16-00001**  
**Casillas**

**Area**  
**Map**

3/28/2016

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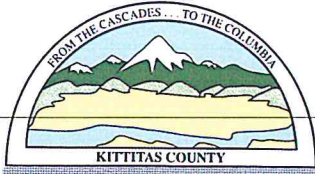
**AU-16-00001  
Casillas**

3/28/2016

**Zoning  
Map**

kaycee.hathaway





# KITITITAS COUNTY COMMUNITY DEVELOPMENT SERVICES

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

CDS@CO.KITITITAS.WA.US

Office (509) 962-7506

Fax (509) 962-7682

"Building Partnerships – Building Communities"

March 21, 2016

Shane Casillas  
1290 Hamilton Rd  
Ellensburg, WA 98926

RE: Casillas Accessory Dwelling Unit - (AU-16-00001)

Dear Applicant,

An application for an Accessory Dwelling Unit (ADU) was received by Community Development Services on February 9, 2016. The requested ADU is proposed to be located on approximately 14.33 acres of land that is zoned Agriculture 20, located in a portion of Section 29, T17N, R20E, WM, in Kittitas County, Assessor's map number 17-20-29000-0009. Your application has been determined incomplete as of March 21, 2016.

In order for the County to continue processing this application, additional information is required. The following information is due to the County by **September 19, 2016**.

- **Project narrative responding to questions 13 of the Accessory dwelling Unit Permit Application.**

Subject to the following requirements:

- ADUs shall be allowed as a permitted use within designated UGAs;
- ADUs shall be subject to obtaining an Administrative Use permit in areas outside UGAs;
- Only one ADU shall be allowed per lot;
- Owner of the property must reside in either the primary residence or the ADU;
- The ADU shall not exceed the square footage of the habitable area of the primary residence;
- All setback requirements for the zone in which the ADU is located shall apply;
- The ADU shall meet the applicable health department standards for potable water and sewage disposal;
- No mobile homes or recreational vehicles shall be allowed as an ADU;
- The ADU shall provide additional off-street parking;
- An ADU is not permitted on the same lot where a special care dwelling or an Accessory Living Quarters exists.
- An ADU must have adequate acreage to meet maximum density within the zone classification.

When the County receives this information, staff will continue reviewing your application.

Kittitas County Code 15A.03.040 stipulates that upon the County's request for additional information, the application "...shall expire after 180 calendar days unless the requested supplemental information is submitted in complete form." If the requested additional information is not received within the time frame indicated above, the application will be considered "not complete" and will have to be re-filed with the department.

If you have any questions regarding this matter, please feel free to contact me at (509)962-7079 or by email at [kaycee.hathaway@co.kittitas.wa.us](mailto:kaycee.hathaway@co.kittitas.wa.us)

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Sincerely,



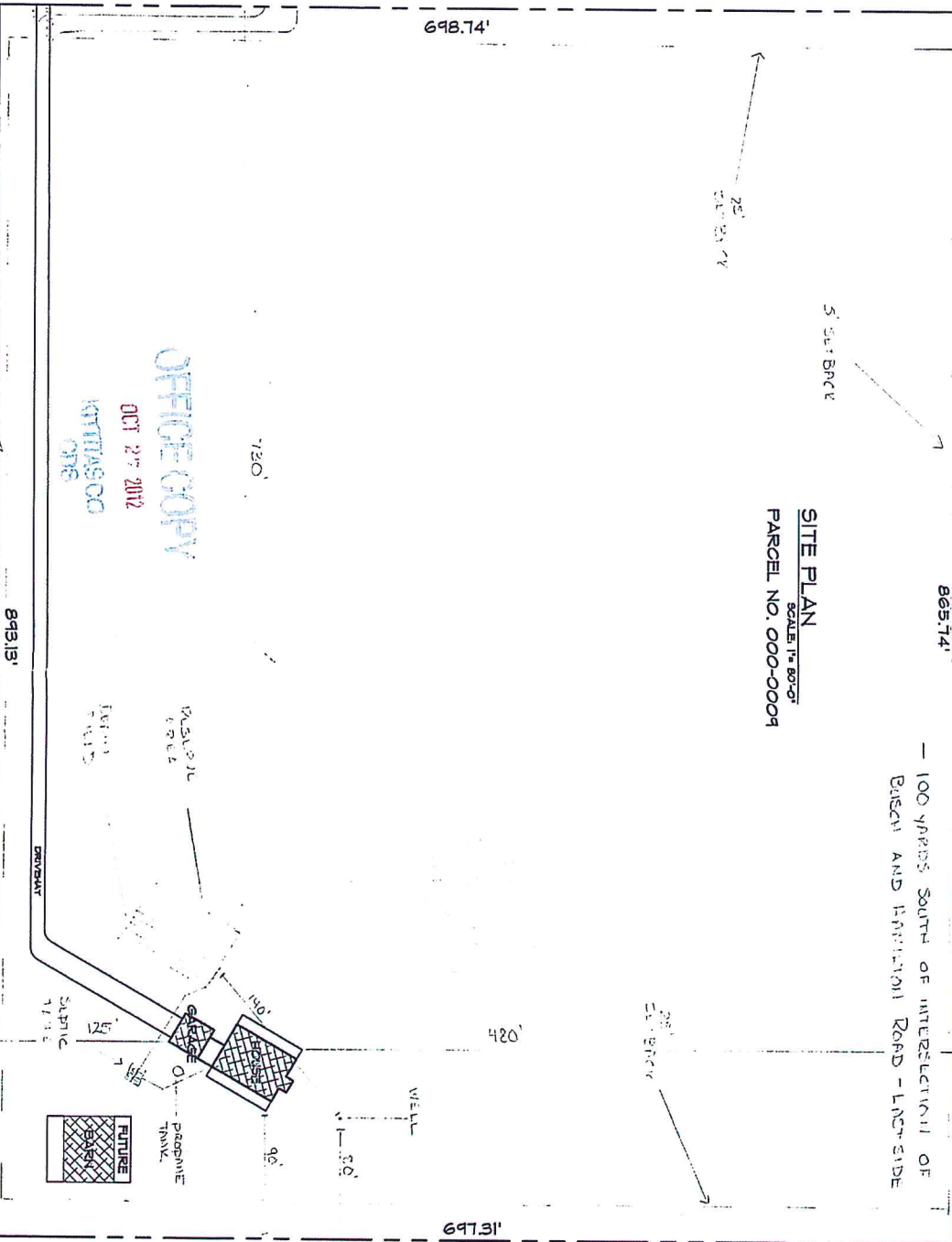
Kaycee K Hathaway  
Community Development / Planner I  
411 N Ruby ST, Suite 2  
Ellensburg, WA 98926  
Phone: (509) 962- 7079  
Fax: (509) 962-7682  
Email: [kaycee.hathaway@co.kittitas.wa.us](mailto:kaycee.hathaway@co.kittitas.wa.us)

HAMILTON ROAD

698.74'

NEAR DRIVEWAY 150' SOUTH OF PROPERTY LINE.

5' SETBACK



OFFICE COPY

OCT 27 2012  
KITTITAS CO  
ONE

SITE PLAN  
SCALE: 1" = 80'-0"  
PARCEL NO. 000-00004

DREAM DESIGNS

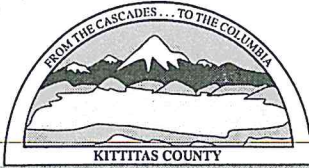
D. E. KINNALLY - DESIGNER  
TAKOMA, WA 98403  
PHONE (509) 412-0022  
dkinnally@charter.net

DISCLAIMER: THE DESIGNER HAS CONDUCTED VISUAL AND AERIAL PHOTOGRAPHY AND HAS CONDUCTED A VISUAL ANALYSIS OF THE PROPOSED PROJECT. THE DESIGNER HAS CONDUCTED VISUAL AND AERIAL PHOTOGRAPHY AND HAS CONDUCTED A VISUAL ANALYSIS OF THE PROPOSED PROJECT. THE DESIGNER HAS CONDUCTED VISUAL AND AERIAL PHOTOGRAPHY AND HAS CONDUCTED A VISUAL ANALYSIS OF THE PROPOSED PROJECT.

DATE: 02/15/12  
DRAWN BY: JTB  
CHECKED BY: JTB  
DATE: 02/15/12

RESIDENTIAL PLAN FOR:  
SHANE CASILLAS  
ELLENSBURG, WA. 98926  
(206) 310-3843

PROJECT NO.:  
SHEET NO.:  
DATE: 02/15/12  
DRAWN BY: JTB  
CHECKED BY: JTB  
DATE: 02/15/12



# 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"

HU-10-00001

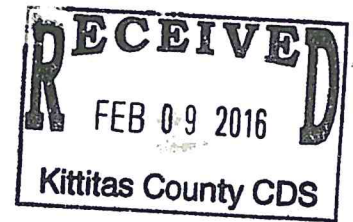
## ACCESSORY DWELLING UNIT PERMIT APPLICATION

*(Proposing an Accessory Dwelling Unit, per Kittitas County Code 17.08.022 and 17.15, 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

- A scaled site plan showing lot area, proposed/existing buildings, setbacks, points of access, roads, parking areas, water system components, septic tank, drainfield, drainfield replacement area, areas to be cut and/or filled, and natural features (i.e. contours, streams, gullies, cliffs, etc.)
- Project Narrative responding to Questions 9-13 on the following pages.



### APPLICATION FEES:\*

\* FEES BASED ON ADMINISTRATIVE USE PERMIT

\$

\$1,360.00	Kittitas County Community Development Services (KCCDS) (SEPA exempt)
0.00	Kittitas County Department of Public Works
0.00	Kittitas County Fire Marshal

**\$1,360.00 Total fees due for this application (One check made payable to KCCDS)**

### FOR STAFF USE ONLY

Application Received By (CDS Staff Signature):

CEB

DATE: 2/9/16

RECEIPT # 00028922

**PAID**

FEB 09 2016

**KITTITAS CO.**

DATE STAMP IN BOX

COMMUNITY PLANNING • BUILDING INSPECTION • PLAN REVIEW • ADMINISTRATION • PERMIT SERVICES • CODE ENFORCEMENT • FIRE INVESTIGATION

FORM LAST REVISED: 12-30-15

Page 1 of 3

**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: SHANE CASILLAS  
Mailing Address: 1290 HAMILTON RD  
City/State/ZIP: ELLENSBURG, WA. 98926  
Day Time Phone: 206 310-3843  
Email Address: SHANECASILLAS93@GMAIL

**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: Miguel Rios  
Mailing Address: 110 Snodgrass Rd  
City/State/ZIP: ElleNSburg WA 98926  
Day Time Phone: 509 859 2780  
Email Address: Rioscontracting@xanoo.com

**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: 1290 HAMILTON RD.  
City/State/ZIP: ELLENSBURG, WA, 98926

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

\_\_\_\_\_  
\_\_\_\_\_

6. Tax parcel number: 17-20-29000-009

7. Property size: ~~17-20-29000-009~~ (14.33) (acres)

**8. Land Use Information:**

Zoning: AG 20 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)

Date:

X Miguel Rios

2-4-16

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

Date:

X [Signature]

2-4-16

Shane Casillas

The ADU will be 576 sq.ft. apartment  
located within a new Shop Building.

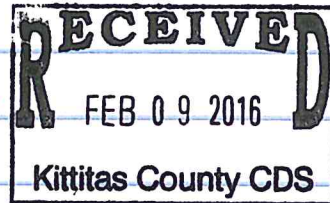
Water will be drawn from an existing well.

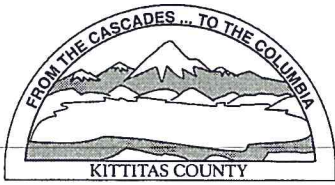
Sewage is Gravity to existing Septic tank's

The site is located at 1290 Hamilton Rd  
Ellensburg WA 98926

Kittitas County. Tax parcel number

17-20-29000-0009. Ag-20





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

**RECEIPT NO.: 00028922**

COMMUNITY DEVELOPMENT SERVICES  
(509) 962-7506

PUBLIC HEALTH DEPARTMENT  
(509) 962-7698

DEPARTMENT OF PUBLIC WORKS  
(509) 962-7523

**Account name:** 031101

**Date:** 2/9/2016

**Applicant:** SHANE CASILLAS

**Type:** check # 1191

<u>Permit Number</u>	<u>Fee Description</u>	<u>Amount</u>
AU-16-00001	ADMINISTRATIVE USE FEE	1,360.00
	Total:	1,360.00