



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"

August 12, 2019

Theresa Bugni
1370 Lambert Rd
Cle Elum, WA 98922

RE: Bugni Boundary Line Adjustment (BL-19-00013)

Parcel # 955402/955409
Parcel # 125834
Parcel # 955393
Parcel # 955394

Dear Applicant,

Community Development Services is in receipt of the above referenced application. The application has been deemed complete and conditional preliminary approval is hereby granted. Pursuant to Kittitas County Subdivision Code Chapter 16, please note the following items must be completed prior to final approval of the boundary line adjustment and must be submitted to our offices for review:

1. A **preliminary survey** displaying legal descriptions, and new acreage, must be submitted to our office prior to final approval.
2. Full year's taxes need to be paid for all tax parcel numbers per requirement of the Kittitas County Treasurer's Office. Please contact this office when this is accomplished as the Treasurer's office will not be aware of your pending application. No paper work or receipt is required just a phone call or an email will suffice.

Comments received during the comment period have been enclosed. Please note that Public works revised their original comments. The only required actions are those stated above.

If you have any questions regarding this matter, I can be reached at (509) 962-7637, or by e-mail at chelsea.benner@co.kittitas.wa.us.

Sincerely,

Chelsea Benner
Planner I
Kittitas County Community Development Services
411 N Ruby St # 4, Ellensburg, WA 98926
(509) -962-7637
chelsea.benner@co.kittitas.wa.us

cc: Chris Cruse, Agent

Via Email

Enclosed: Public works and Public Health comments

Chelsea Benner

From: Holly Erdman
Sent: Thursday, August 01, 2019 4:24 PM
To: Chelsea Benner
Cc: Jesse Cox
Subject: RE: BL-19-00013 Bugni

Follow Up Flag: Follow up
Flag Status: Flagged

Chelsea,

After review of this BL it appears that the proposed lot lines meet all required setbacks from the existing well and drainfield. Public health has no further concern.

Thank you,

Holly

From: Chelsea Benner
Sent: Monday, July 22, 2019 11:00 AM
To: Holly Erdman; Jesse Cox; Pat Nicholson; Karen Hodges; Taylor Gustafson; Toni Berkshire
Subject: BL-19-00013 Bugni

Good Morning,

Please review the following Boundary Line Adjustment application submitted by Theresa Bugni (BL-19-00013). Any comments need to be submitted by 5pm on August 5th. Please let me know if you have any questions.

[BL-19-00013 Internal](#)

[BL-19-00013 External](#)

Thank you,

Chelsea Benner

Planner I
Kittitas County Community Development Services
411 N Ruby Street, Suite 2 Ellensburg, WA 98926
(p) 509-962-7506 (f) 509-962-7682
chelsea.benner@co.kittitas.wa.us

Chelsea Benner

From: Taylor Gustafson
Sent: Friday, August 09, 2019 8:09 AM
To: Chelsea Benner
Cc: Kelly Bacon; Justin Turnbull
Subject: RE: BL-19-00013 Bugni

Follow Up Flag: Follow up
Flag Status: Flagged

Hi Chelsea,

Since there is no survey map attached, Public Works reserves comments until final. We retract our Planning & Engineering comments from the 8/1/19 memo.

Let me know if you need anything else!

Thanks,
Taylor

From: Chelsea Benner
Sent: Monday, August 5, 2019 1:03 PM
To: Taylor Gustafson
Subject: RE: BL-19-00013 Bugni

Hey, I'm a little confused by these comments. Please let me know when we can discuss.
Thank you!

Chelsea Benner

Planner I
Kittitas County Community Development Services
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(p) 509-962-7506 (f) 509-962-7682
chelsea.benner@co.kittitas.wa.us

From: Taylor Gustafson
Sent: Thursday, August 01, 2019 8:45 AM
To: Chelsea Benner
Cc: Kelly Bacon; Justin Turnbull
Subject: RE: BL-19-00013 Bugni

Hi Chelsea,

Please find Public Works comments attached.

Thanks,
Taylor



KITTITAS COUNTY DEPARTMENT OF PUBLIC WORKS

MEMORANDUM

TO: Community Development Services

FROM: Taylor Gustafson, Environmental/Transportation Planner *TG*

DATE: August 1, 2019

SUBJECT: Bugni BL-19-00013 Public Works Review

Survey:

1. As no survey map was provided as part of the application, the County surveyor reserves comment until final.

Planning & Engineering:

- RET 8/9*
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 Naming: All access roads serving 6 or more lots in total need to be named through the private road naming process prior to final approval.
 4. Private Road Improvements: Access Lambert Road shall be constructed as a Low-Density Private Road. 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 20', with 1' shoulders, for a total width of 22'.
 - b. Minimum centerline radius will be 60'.
 - c. The surface requirement is for a minimum gravel surface depth of 6".

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- 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. Any further subdivision or lots to be served by proposed access may result in further access requirements.
 - h. 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 easements require higher road standards. The higher of the road standards shall apply.
 - i. All easements shall provide for AASHTO radius at the intersection of county road.
 - j. A paved apron shall be constructed at the intersection of the proposed private intersection and the county road right of way.
5. Turnaround: A When a road extends more than 150' from the centerline of a County road or other publicly maintained road or serves more than three lots, a turnaround shall be provided. The turnaround shall be a cul-de-sac for roads serving five or more lots/units. The turnaround may be a hammerhead for roads serving four or less lots/units or for a land use development activity occurring prior to the end of the road. Cul-de-sac and hammerhead designs must conform to the specifications of the International Fire Code. A cul-de-sac shall have an easement diameter of at least 110 feet and a driving surface of at least 96 feet in diameter.
6. Driveways: A driveway shall serve no more than two 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 15%.
 - 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.
 - e. Any further subdivision or lots to be served by proposed access may result in further access requirements.
7. Private Road Maintenance Agreement: The applicant shall meet all applicable conditions of any pre-established or required Private Road Maintenance Agreements. All land use development activities that access property over private lands, public lands, or road easements managed by other agencies must submit a recorded easement, permit, road maintenance agreement, or other document from the land owners or road/easement managers that specifically address access, maintenance, seasonal restrictions and other restrictions and limitations. These agreements shall be presented to the Department of Public Works prior to preliminary approval.

8. Lot Closure: It is the responsibility of the Professional Licensed Surveyor (PLS) to ensure the lot closures are correct and accurate.
9. 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.
10. 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.
11. Fire Protection: Contact the Kittitas County Fire Marshal regarding any additional access requirements for Emergency Response.
12. Mailbox Placement: The U.S. Postal Service requires that private roads with 6 or more residences install USPS approved Cluster Box Units (CBUs) at a safe location at the mouth of the private road. Contact your local Post Office for location and additional design requirements before beginning construction.

