



KITITAS COUNTY

DEPARTMENT OF PUBLIC WORKS

MEMORANDUM

TO: All Staff
FROM: Public Works Planning Review Team
DATE: May 7, 2020
SUBJECT: BL-20-00013 Ponderosa Pines

The Public Works Department has reviewed the Request for Boundary Line Adjustment Application. In order to ensure that it meets current Kittitas County Road Standards, the applicant needs to provide the following prior to final approval:

1. A revised legal description that describes the final configuration of the subject property shall be required.
2. A survey map for review.
3. Show access easements on the face of the BLA.
4. The proposed site plan does not provide access to every parcel in the BLA. Please provide access to every parcel within the BLA.

The applicant needs to be aware of the following:

- a. An approved access permit shall be required from the Kittitas County Department of Public Works prior to creating any new driveway access or performing any work within the county road right of way.
- b. Maintenance of driveway approaches shall be the responsibility of the owner whose property they serve. The County will not maintain accesses.
- c. Any further subdivision or lots to be served by proposed access may result in further access requirements. See Kittitas County Road Standards.
- d. Evidence of existing access and/or evidence of access to be created should be confirmed prior to sale of property.
- e. Access is not guaranteed to any existing or created parcel on this application.

In addition to the above-mentioned conditions, all applicable Kittitas County Road Standards apply to this proposal. Please let me know if you have any questions or need further information.

SURVEY:

Suggestions (not required)

1. The BLA will need to include a surveyor's stamp, signature and statement.
2. The Equipment and Procedures statement is missing
3. The Auditors Certificate is missing.
4. The purpose of survey statement is missing
5. The basis of bearing is missing.
6. Section, Township and Range to be shown at top of page.
7. Road width/ownership and surfacing information should be included.
8. The BLA is missing a legend.
9. It may be preferable to show where the private roads connect to the county road system.