

Wayne Weidert

From: Wayne Weidert
Sent: Wednesday, November 27, 2013 10:06 AM
To: Jeff Watson (jeff.watson@co.kittitas.wa.us)
Subject: SEPA File No SE-12-00005 - Conditional use Permit Application
Attachments: Zoning.C.U.P. App.Rev.1.pdf; signed CUP.application form.pdf; app.fee.check..pdf; Addendum.1.combined.pdf

Per our phone call today the City will be submitting a Conditional Use Permit Application to Kittitas County for the City's Helena Ave Substation Project.

In addition to a hard copy delivered to your office, I have attached the following:

- Zoning Conditional Use Permit Application (includes SEPA Master File. SE-12-00005)
- Zoning C.U.P App (page 1 – 3 signed)
- Application Fee payment - Check No. 115985
- Addendum #1 to the Application

Please let me know if you have any questions or concerns at this stage of the application.

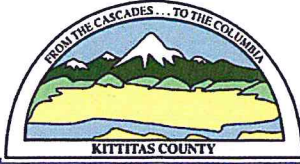
Sincerely,

Wayne Weidert, P.E.
Electrical Engineer | City of Ellensburg
501 North Anderson St. | Ellensburg, Washington 98926
Office: (509)962-7223 | Fax: (509)925-8662
Web: www.ci.ellensburg.wa.us

Addendum #1 Notes

1 – Remove Sheet 7 sketch - Replace with Appendix C – Revision, Sheets 1, 2, & 3. showing new footprint layout.

2. Address is formally 721 E Helena Ave. From Public Works Nov 19, 2013.
CUP App Rev 1 had 713.



KITTTITAS COUNTY COMMUNITY DEVELOPMENT SERVICES

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

CDS@CO.KITTTITAS.WA.US

Office (509) 962-7506

Fax (509) 962-7682

"Building Partnerships – Building Communities"

ZONING CONDITIONAL USE
PERMIT APPLICATION

(Proposing a use such as a Bed & Breakfast or Campground, per KCC 17.60A)

A **preapplication conference** is encouraged for this permit. The more information the County has early in the development process, the easier it is to identify and work through issues and conduct an efficient review. To schedule a preapplication conference, complete and submit a Preapplication Conference Scheduling Form to CDS. Notes or summaries from preapplication conference should be included with this application.

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.
- SEPA Checklist (if not exempt per KCC 15.04 or WAC 197-11-800)
 - Please pick up a copy of the SEPA Checklist if required
- Project Narrative responding to Questions 9-11 on the following pages.

APPLICATION FEES:

- 1,565.00 Kittitas County Community Development Services (KCCDS)
- 418.00 Kittitas County Department of Public Works
- 329.00 Kittitas County Fire Marshal
- 235.00 Kittitas County Environmental Health

\$2,547.00 Total fees due for this application (One check made payable to KCCDS)

FOR STAFF USE ONLY

Application Received By (CDS Staff Signature): 	DATE: 11/27/13	RECEIPT # 19552	<div style="text-align: center;"> <p>PAID</p> <p>NOV 27 2013</p> <p>KITTTITAS CO.</p> <p>DATE STAMP IN BOX</p> </div>
<div style="text-align: right;"> <p><i>Accepted</i></p> <p><i>Bill</i></p> <p><i>11/25/2013</i></p> </div>			

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

FORM LAST REVISED: 1-02-2013

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: State of Washington (Central Washington University)
Mailing Address: 400 E University Way - Mail Stop #7523
City/State/ZIP: Ellensburg, Washington 98926
Day Time Phone: (509)963-1120 (Bill Yarwood, CWU Facilities Management)
Email Address: yarwoodb@cwu.edu

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: Wayne Weidert, Electrical Engineer
Mailing Address: 501 N Anderson St
City/State/ZIP: Ellensburg, WA 98926
Day Time Phone: (509)962-7223
Email Address: weidertw@ci.ellensburg.wa.us

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

If different than land owner or authorized agent.

Name: Larry Dunbar, Director Energy Services Dept.
Mailing Address: 501 N Anderson St
City/State/ZIP: Ellensburg, WA 98926
Day Time Phone: (509)962-7226
Email Address: dunbarl@ci.ellensburg.wa.us

4. Street address of property:

Address: 721-719 E. Helena Ave. *ms*
City/State/ZIP: Ellensburg, WA 98926

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

See Appendix A - Legal Description. Project involves 200 ft x 240 ft area adjacent to the NW corner of future intersection of Helena Ave. and Chestnut Street.

6. Tax parcel number: 936233 Map No. 18-18-25030-0008

7. Property size: Project involves 1.1 acre of the 52.28 acre property (acres)

8. Land Use Information:

Zoning: Unincorporated

Comp Plan Land Use Designation: _____

PROJECT NARRATIVE

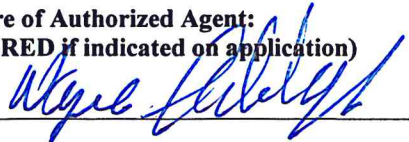
(INCLUDE RESPONSES AS AN ATTACHMENT TO THIS APPLICATION)

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. **Provision of the zoning code applicable:** KCC 17.61.010.2.c. ; 17.61.020.6. Electrical Substations .
11. **A conditional use permit may be granted when the following criteria are met. Please describe in detail how each criteria is met for this particular project (attach additional sheets as necessary):**
- A. The proposed use is essential or desirable to the public convenience and not detrimental or injurious to the public health, peace, or safety or to the character of the surrounding neighborhood.
 - B. The proposed use at the proposed location will not be unreasonably detrimental to the economic welfare of the county and that it will not create excessive public cost for facilities and services by finding that (1) it will be adequately serviced by existing facilities such as highways, roads, police and fire protection, irrigation and drainage structures, refuse disposal, water and sewers, and schools; or (2) that the applicant shall provide such facilities; or
 - C. Demonstrate that the proposed use will be of sufficient economic benefit to offset additional public costs or economic detriment.

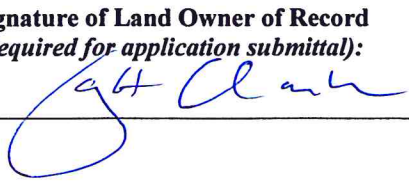
AUTHORIZATION

12. 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:
11/27/13

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

Date:
11/25/13

November 27, 2013

Hand Delivered

City of Ellensburg
Energy Services Department
Ellensburg City Hall
501 North Anderson Street
Ellensburg, WA 98926

Attention: Mr. Larry Dunbar, Director of Energy Services
Mr. Wayne Weidert, Electrical Engineer

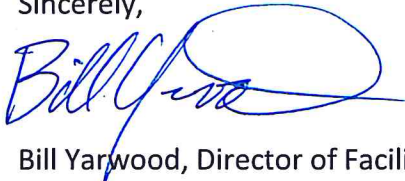
Re: Helena Avenue Substation

Dear Mr. Dunbar & Mr. Weidert:

As requested, the Zoning Conditional Use Permit Application for the Helena Avenue Substation project, signed by Mr. George Clark, Central Washington University Chief Financial Officer and Vice President for Business and Financial Affairs is attached.

If you have any questions or require any additional information, please give me a call.

Sincerely,



Bill Yarwood, Director of Facilities and Architecture
Facilities Management Development
Central Washington University
Office: 509.963.1120
Cell: 509.899.130

Cc: George Clark, CWU Chief Financial Officer & VP for Business and Financial Affairs
FMD Project File: 7541-04

APPENDIX A – LEGAL DESCRIPTION

LEGAL DESCRIPTION: A portion of Section 25, Township 18 North, Range 18 East, W.M. situated in the County of Kittitas, State of Washington, and more particularly described as follows:

Beginning at the northeast corner of Block 59, State Addition to the City of Ellensburg No. 1, as per plat thereof recorded in Volume 2 of Plats, page 48, records of Kittitas County, State of Washington, which is the true point of beginning for said described line; said point also being on the west right of way boundary of Chestnut Street and on the south boundary of said Southwest Quarter; thence north, along the projected west right of way boundary of Chestnut Street, 230.00 feet; thence west, parallel with the south boundary of the said Southwest Quarter of said Section 25, 240.00 feet; thence south, parallel with said projected west right of way boundary of Chestnut Street, 230.00 feet to the south line of said Southwest Quarter section; thence east, along the south line of said Southwest Quarter section, 240.00 feet to the true point of beginning for said described line;

ASSESSOR'S TAX PARCEL NO.: 936233

APPENDIX B –NARRATIVE

9. Project Description

The City of Ellensburg Energy Services Department plans to construct Helena Ave. Substation, a 20MVA 115KV/15KV Electrical Utility Substation project. The substation is scheduled to be designed and permitted in FY 2013; and funded and constructed in FY 2014. The substation shall take delivery of power from an existing 80 foot tall 115KV wood pole line on the south side of Helena Ave. presently owned by Bonneville Power Administration (BPA) at the site. The substation shall deliver electrical power to commercial and residential customers around the site.

Project size

The substation fence or wall shall be approximately 85 ft. by 140 ft. Additional landscaping and driveway for utility vehicle access shall occupy the project site area of 240 ft. by 200 ft.

Project Location

The substation shall be located on the north side of Helena Ave adjacent to and west of the future Chestnut St extension to the north.

Water Supply

Water shall be used for landscaping irrigation only, and shall be supplied from the City of Ellensburg, via a water meter and pipe just west of the driveway apron on the north side of Helena Ave, 240 ft. west of Chestnut St west road right of way.

Sewage Disposal

Portable toilets will be used during construction. No need for sewage disposal is expected long term.

11. Criteria

A. The proposed substation is essential and desirable to the public convenience and is required in order to meet the electrical power requirement of the street lights, homes, dwelling units, and other accounts recently built around and near the site. The substation equipment shall be built and maintained in accordance with the National Electrical Safety Code (NESC) by the City of Ellensburg inside a suitable fence or wall, and in that way not detrimental nor injurious to the public health, peace, or safety or to the character of the surrounding neighborhood.

B. The proposed substation at the proposed location will not be unreasonably detrimental to the economic welfare of the county and it will not create excessive public cost for facilities and services as it will be adequately serviced by existing highways, roads, police and fire protection, and irrigation water systems. It shall not have a detrimental effect on drainage structures, refuse disposal, sewers, and schools.

C. The proposed substation will be of economic benefit as it will allow the City to continue to provide the existing high level of electrical service to new and existing surrounding customers. The project has no additional public costs or economic detriment.