

## 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"

December 17, 2015

OneEnergy Development, LLC  
Attn: Taylor Steele  
206 NE 28<sup>th</sup> Ave, Suite 202  
Portland, OR 97232

*via email: [taylor@oneenergyrenewables.com](mailto:taylor@oneenergyrenewables.com)*

### **RE: Deem Incomplete: Iron Horse Solar Zoning Conditional Use Permit (CU-15-00006)**

Dear Applicant,

On November 12, 2015 Kittitas County Community Development Services (CDS) received your application packet for the above Zoning Conditional Use Permit (CU). In late November, Doc Hansen, Interim CDS Director, contacted you regarding the need for a pre-application meeting to discuss this project and indicated additional information would be necessary. This pre-application meeting took place on December 16, 2015 at CDS. The application packet as submitted has been deemed **incomplete** by CDS until such time as the information indicated in the pre-application summary document (attached) has been provided.

As per [KCC 15A.03.040 \(1\)\(b\)](#):

*"... An incomplete application shall expire after 180 calendar days unless the requested supplemental information is submitted in complete form."*

The requested material will need to be submitted to CDS on or before **June 13, 2016 at 5:00 pm** (180 days), in order to keep this application active. CDS's review will commence when all additional information is received. *The application will be processed under all codes in effect at the time a complete application is received by CDS.*

Please feel free to contact me should you have any questions, comments, or concerns.

Sincerely,

Lindsey Ozbolt

Planner II

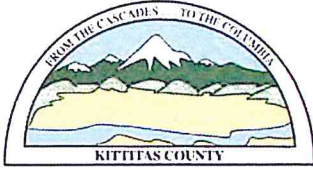
(509)962-7637

[lindsey.ozbolt@co.kittitas.wa.us](mailto:lindsey.ozbolt@co.kittitas.wa.us)

Enclosure

CC: OneEnergy Development, LLC

*via email*



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**PREAPPLICATION CONFERENCE**  
**MEETING SUMMARY**

*(To be completed for each Preapplication Conference)*

A copy of this summary will be provided to the project applicant and is to be included in the application submittal.

Date of Pre-Application Meeting: 12/16 Time: 11:00am  
Pre-application meetings are scheduled every Wednesday after PR Team meetings.

Project name: Iron Horse Solar

Items submitted by applicant for review at Pre-app: SEPA & CUP applications w/ Attachments.

List persons present at pre-app meeting:

*To be present at each pre-app:*

- 1. CDS representative (planning): Lindsey Ozbolt, Doc Hansen
- 2. CDS representative (fire): Josh Hink
- 3. Public Works representative: Christina Wollman, Kelly Bacon
- 4. Environmental Health representative (water): \_\_\_\_\_
- 5. Environmental Health representative (sewer): \_\_\_\_\_
- 6. CDS (Building): Loe Whitford, Mike Flay

*Present at pre-app for project: (attach business cards if available)*

Applicant: Taylor Steele, Matt Duvette - OneEnergy Renewables  
Applicant phone: 503.964.6763/  
Applicant email: \_\_\_\_\_

Applicant authorized agent (if applicable): \_\_\_\_\_

Applicant authorized agent phone: \_\_\_\_\_

Applicant authorized agent email: \_\_\_\_\_

**Contact person for application:**

- Owner of record
- Authorized agent

All verbal and written contact regarding this application will be made **only** with the contact person.

\*The Kittitas County Community Development Services Department does not guarantee a parcel eligible for development until such time as a complete and accurate application is submitted. Further analysis may be conducted at the time of permit application.

**Items/issues/concerns/questions discussed (To be filled in by CDS Planner):**

- 1. Public Works
  - Variance to Road standards for multiple commercial approaches
  - Access & Address permits will be required.
 Proposed access: Commercial approach procedures given to applicant.  
 Transportation Concurrency, stormwater by licensed engineer, road plans may be required, grading permit may be required, Road Certification by licensed engineer (including stormwater construction) required, prior to <sup>building</sup> permit issuance - or bonding.
- 2. Environmental Health (water)
  - Floodplain permit required if any portion of project is within floodplain.
 Proposed water supply: \_\_\_\_\_

- 3. Environmental Health (sewer)
  - Proposed sewer disposal: \_\_\_\_\_

- 4. Planning/Land Use
  - Critical Areas conducted \_\_\_\_\_ SEPA Required
  - Full conditional use permit required per KCC 17.61.020, 5b "major alternative energy facility"
  - All CUP conditions need to be answered & labeled per KCC 17.60A.015
  - large size site plan would be helpful - address staging <sup>phasing</sup> include reclamation plan
  - any visual impacts? (glare/aesthetics, top of panel 8ft in air)

- 5. Fire
  - Located within Fire District #: 2 (if applicable)
  - PLEASE PROVIDE A FIRE RISK MANUAL ON THE PANELS. KNDF BOX WILL BE REQUIRED ON ALL GATE ACCESS POINTS. PLEASE PROVIDE A VEGETATION MANAGEMENT PLAN.

- 6. Other! CDS - Building: PERIODIC INSPECTION SCHEDULE DETERMINED AFTER PERMIT ISSUANCE. COORDINATE FINAL INSPECTION. 1 BLDG PERMIT w/ HOURLY RATE INSPECTIONS - CONSIDERATION OF FEES WILL BE DISCUSSED.