



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"

October 3, 2018

New Suncadia, LLC
Attn: Brianne Kelsey
770 Suncadia Trail
Cle Elum, WA 98922

Cynthia A. Flood, P.L.S
33400 8th Ave. S. Ste 205
Federal Way, WA 98003

Sent via email: bkelsey@suncadia.com, cindy.flood@esmcivil.com, steve@lwbsd.com

Subject: New Suncadia, Phase 1, Division 15 (LPF-18-00006) Final Long Plat – Staff Review and Request for Additional Information

Applicants,

Kittitas County Community Development Services (CDS) received your New Suncadia, Phase 1, Division 15 (LPF-18-00006) Final Long Plat submittal on September 19, 2018. Final plats must be processed and approved by BOCC within 30 days of the submittal date. Kittitas County staff has completed the review of your final plat submittal. As provided below, staff has the following comments, requirements, and/or revisions for your application that need to be addressed prior to final approval and signature of the final plat mylars:

Community Development – Planning:

- Required changes
 1. Plat number (LP-18-00001) needs to be included on the upper right area of each plat sheet.

Public Works – Planning (memo attached):

- Required Changes
 1. Provide road and utility infrastructure bonding information.

Public Works – Survey Review (memo attached):

- Required Changes
 1. On sheet 1 the certificate is shown in two locations.
 2. Sheets 3 and 4 are missing the surveyor stamp.
 3. Suncadia Trail should include the ownership and surfacing (EX: Suncadia Trail, Private R/W-Paved).
 4. The additional R/W to be dedicated to Suncadia Trail should be labeled as "additional right of way herein dedicated."
 5. Sheet 4 includes a legend item "Found corner as noted". Please note what was found in the two locations containing this symbol.

Environmental Health (email attached):

- Public Health has no comment on this project.

Assessor – (email attached):

- No required changes


As stated above, review, signature, and approval of this plat must occur within 30 days of September 19, 2018. Therefore, this plat must be placed on the October 16, 2018 Agenda (the last Agenda board meeting within the 30 day window) for Board decision and signature. With that said, as the required information requires additional review by other departments prior to

BOCC signature, the requested information needs to be provided to CDS by October 9, 2018 unless you provide in writing agreement to an extension for BOCC signature on November 6, 2018, pursuant to RCW 58.17.140(2). This timeline provides adequate review time for all parties. Please work directly with Public Works regarding the road and utility infrastructure bonding requirement.

Once required information is ready please submit to CDS as one submittal packet. Once the requested information has been resubmitted, the various departments will review for consistency. All revised information needs to be submitted to Kittitas County CDS by end of business day **October 9, 2018** for staff review and signature on the final mylars (this assumes all issues have been addressed adequately and required information has been provided).

Staff is committed to working with you to facilitate this process as much as possible. Should you have any questions or concerns regarding this letter, please do not hesitate to contact me at 509-962-7637 or via email: chelsea.benner@co.kittitas.wa.us. Also, please do not hesitate to contact any of the County Departments with specific questions as you work on providing this additional information.

Best Regards,


Chelsea Benner
Staff Planner

Enclosure:

Department of Public Works Planning Memo
Department of Public Works Survey Review Memo --
Department of Public Health Email
Assessor Email

CC:

Lindsey Ozbolt, Planning Official
Taylor Gustafson, Environmental/Transportation Planner
Tristen Lamb, Environmental Health Supervisor
Project file

via email
via email
via email




KITTITAS COUNTY DEPARTMENT OF PUBLIC WORKS

TO: Ms. Chelsea Benner; Planner I

COPY: Ms. Taylor Gustafson; Planner III

DATE: October 1, 2018

FROM: Mark R. Cook, Director 

RE: Phase 1 Division 15 Suncadia, Civil Plans

The civil engineering plans for Phase 1 Division 15 Suncadia are ready for signing. We will not sign final plat until the improvements are constructed, or in this instance, a bond is provided in lieu of construction. The project engineer can now provide a construction estimate (basis of bond) supporting a bond for the improvements. Once Public Works has the required bond in place, we will sign the final plat.



KITTITAS COUNTY DEPARTMENT OF PUBLIC WORKS

MEMORANDUM

TO: Community Development Services
FROM: Taylor Gustafson, Environmental/Transportation Planner
DATE: September 28, 2018
SUBJECT: Public Works Review of Final Plat LP-18-00006

TG

Required Changes

Survey:

1. On sheet 1 the Recording Certificate is shown in two locations.
2. Sheets 3 and 4 are missing the surveyor stamp.
3. Suncadia Trail should include the ownership and surfacing.
EX: Suncadia Trail (Private R/W – Paved)
4. The additional R/W to be dedicated to Suncadia Trail should be labeled as "(additional right of way herein dedicated)"
5. Sheet 4 includes a legend item "Found corner as noted". Please note what was found in the two locations containing this symbol.

Chelsea Benner

From: Tristen Lamb
Sent: Monday, October 01, 2018 9:31 AM
To: Chelsea Benner
Cc: Lindsey Ozbolt
Subject: RE: Final Long Plat Request for Review

Follow Up Flag: Follow up
Flag Status: Flagged

Chelsea,

All Environmental Public Health conditions for this project (LFP-18-00006) have been met.

Thank You,
Tristen Lamb
Environmental Health Supervisor
Kittitas County Public Health Department
507 N Nanum St, Suite 102
Ellensburg, WA 98926
Tristen.Lamb@co.kittitas.wa.us
509-962-7005

From: Chelsea Benner
Sent: Friday, September 21, 2018 9:23 AM
To: Taylor Gustafson; Candie Leader; Tristen Lamb; Holly Erdman; Deborah Humble
Cc: Lindsey Ozbolt
Subject: Final Long Plat Request for Review
Importance: High

Good Afternoon,

We have received a final plat submittal for the Suncadia, Phase 1, Division 15 (LFP-18-00006). This was given preliminary approval on June 19, 2018 and was processed under file number LP-18-00001. All final plat documents can be found on the t-drive: New Suncadia Phase 1 Division 15 or at the link posted below. Please let me know if there is documentation you need to review that you are unable to find.

Please have all comments back to me no later than end of day, Monday, October 1. As a reminder all final plats have to be reviewed and approved or denied by the commissioners within 30 days of submittal to the county requesting final plat review. We appreciate your quick turnaround on this.

[LPF-18-00006](#)

If you have any questions, please let me know.

Chelsea Benner

Planner I

Chelsea Benner

From: Deborah Humble
Sent: Thursday, September 27, 2018 4:51 PM
To: Chelsea Benner; Taylor Gustafson; Candie Leader; Tristen Lamb; Holly Erdman
Cc: Lindsey Ozbolt
Subject: RE: Final Long Plat Request for Review

Follow Up Flag: Follow up
Flag Status: Flagged

Good Afternoon,

I have had a chance to look at the Suncadia, Phase 1, Division 15 (LFP-18-00006) plat. The DOR codes, parcel areas, parcel number, parcel data and assessors signature block seem to be fine. Over all it seems recordable. I am a bit concerned on the location of the dedicated Right-of-way shown on this map, a bit confusing and seems to be missing some definition (a note would have been nice) but no worries, I can calculate it and so can future surveyors. Happy Recording, thank you and have a great day.

Deborah Humble
Cadastral Technician I
Kittitas County Assessors office
Office (509) 962-7501
deborah.humble@co.kittitas.wa.us



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