



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”

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@lwhsd.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