



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”

March 25, 2019

Pat Deneen
Cle Elum Pines West LLC
PO Box 808
Cle Elum, WA 98922

Subject: Ranch Road Performance Based Cluster Plat (LPF-19-00002) Final Plat. – Staff Review and Request for Additional Information

Mr. Deneen,

Kittitas County Community Development Services (CDS) received your Ranch Road Final Plat submittal on March 13, 2019. 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:

- 1) The zone is given as “Ag-3” on sheet 2. The zoning information must be updated to reflect the current zoning of the subject property, which is Agriculture 20.
- 2) Under “Approvals” on sheet 3, ‘Ranch Road Cluster Plat’ is used to refer to the subdivision. Please revise this to reflect the full name of the project: “Ranch Road Performance Based Cluster Plat”.
- 3) Current 2019 taxes must be paid in full on all parcels.

Public Works-Planning

- 1) An access easement needs to be shown on the face of the plat for lot 1.

Public Works – Survey Review (memo attached):

In order to obtain final approval, the following must be addressed:

Sheet 1:

- 1) The dimensions for the North line of Lot 13, and the Northeast line of Lot 8 are obscured by crossing linework.
- 2) The division line between lots 13 and 14 should be monumented in the field.
- 3) The ownership of the public right of way should be clarified as being county or state.
 - a. EX: “Burke Rd- County R/W –Paved”
- 4) The open space limits are not retraceable/locatable.
- 5) The existing driveway serving lot 1 should include reference to the 20 foot access easement recorded under AF 2019031300003.
- 6) The access easement serving lots 2, 3, and 4 should be shown as dedicated right of way OR clear language included on the face of the plat that the entirety of Tract A shall fall under the ownership of a homeowners association, so as to protect the county from undesired ownership through absentee land tax.
- 7) The following plat note must be added to the final mylar: “Entire private road shall be inspected and certified by a civil engineer licensed in the State of Washington specifying that the road meets Kittitas County Road standards as adopted September 6, 2005, prior to issuance of a building permit. Any future subdivision or land use action will be reviewed under the most current road standards.

8) Please be aware of additional items listed in the attached Public Works memo.

Environmental Health (email attached):

Environmental Health's comment letter includes no additional requirements.

Please provide the documentation required by Public Works and proof of taxes paid to CDS as one submittal packet. Once the requested information has been resubmitted, CDS will route the information to the various departments to review for consistency. As stated above, review, signature, and approval of this plat must occur within 30 days of March 13, 2019. Therefore, this plat must be placed on the April 8th Study Session (the last board meeting within the 30 day window) for Board decision and signature. With that said, all revised information needs to be submitted to Kittitas County CDS by end of business day April 1st for staff review and signature on the final mylars (this assumes all issues have been addressed adequately and required information has been provided). If the required information is not provided by the date listed above, then staff will recommend denial of this plat to the BOCC on April 8, 2019 unless you provide in writing agreement to an extension for BOCC signature on April 16, 2019, which is the next BOCC meeting pursuant to RCW 58.17.140(2).

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 the information provided below.

Best Regards,

Dusty Pilkington
Planner I
Kittitas County Community Development Services
411 N Ruby St # 2, Ellensburg, WA 98926
(509) -962-7079
dusty.pilkington@co.kittitas.wa.us

Enclosure: KC Public Works Survey and Planning Comments, Taylor Gustafson
Environmental/Transportation Planner, March 22, 2019

KC Environmental Health Email, Jesse Cox, Environmental Health Supervisor,
March 22, 2019

CC: Lindsey Ozbolt, Planning Official

via email