



**KITTITAS COUNTY COMMUNITY DEVELOPMENT SERVICES**

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"Building Partnerships – Building Communities"

**To:** ~~D.K. Professional Consultants, Pat Deneen~~ Pass Life Origins, Trevor Kostanich  
**Date:** ~~July 1, 2020~~ March 8, 2021

**From:** Jeremy Johnston, ~~Planner~~ Planning Official  
(509) 962-7065, jeremy.johnston@co.kittitas.wa.us

**Subject:** CDS Review of LPF-210-00001 ~~Big Creek Trails~~ Pass Life Origins Final Plat – Request for additional information

**Subject:** LPF-21-00001 Pass Life Origins Final Plat – Staff Review, Request for Additional Information.

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Applicants:

Kittitas County Community Development Services (CDS) received your LPF-21-00001 Pass Life Origins Final Plat submittal on February 17, 2021. Kittitas County staff have completed a 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:

- The final mylars shall note the final plat file number LPF-21-00001 on the face of the plat.
- Taxes on parcel #957885 must be paid in full before final signature.

Public Works – Planning/ Survey Review (memo attached):

- See attached memo

Environmental Health:

- See attached memo.

Assessor:

- Assessor provided no comment

Please submit your final mylars with the requested changes at your earliest convenience.

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 509-962-7065 or via email: jeremy.johnston@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,

Jeremy Johnston  
Planning Official

Enclosure:

Department of Public Works Planning/Survey Review Memo  
Department of Public Health Memo

CC: Dan Carlson, CDS Director *via email*  
Mark Cook, Public Works Director *via email*

CDS has reviewed the materials submitted for your final plat application LPF-20-00001 Big Creek Trails Division 1 for consistency with the conditions outlined in the associated preliminary approval documents for RZ-15-00001, see Ordinance (2016-24) and Resolution (2017-105).

Please address the following issues:

**Environment and Open Space:**

1) Condition III(d) states:

*"The Applicant shall establish a riparian corridor being 200 feet wide measured from the Ordinary High Water Mark (OHWM), as per RCW 90.58.030, of Big Creek in an easterly direction onto the PUD property, and of Little Creek in a westerly direction onto the PUD property."*

Additionally, condition III(e) states:

*"The Applicant shall place signs marking the riparian and wildlife movement corridors of Big Creek and of Little Creek. A minimum of four (4) signs will be placed upon the Big Creek corridor and a minimum of four (4) signs will be placed upon the Little Creek corridor. Signs shall be a minimum of 36" square. Signs shall be placed prior to the first final plat recording. Applicant shall submit a map that shows the location of the signs prior to the first plat being recorded. Signs will also identify these areas as a wildlife movement corridor."*

The survey submitted with your application demonstrates a 100-foot buffer/riparian corridor from the stream and appears to encroach upon proposed parcels 6 and 7. The condition requires a 200-foot buffer. The final survey will need to be updated to meet these conditions and a site plan will need to be provided demonstrating the location of the four required signs along the Big Creek Corridor that identify the area as a wildlife movement corridor.

2) Condition III(i) requires:

*"Wetlands and critical areas as identified in the Applicant's proposal shall be identified on the ground with a minimum of four signs. Signs shall be a minimum of 36" square. Signs shall be placed prior to the filing of the first final plat. Applicant shall submit a map that shows the location of the signs prior to the first plat being recorded. Signs will also identify this area as a wildlife movement corridor."*

CDS requires submittal of a site plan demonstrating the locations of the required signs consistent with the condition above. Photo evidence that these signs are in place will also be required before final plat approval and CDS may choose to conduct a site visit to verify, although this is not guaranteed.

3) Condition III(m) states:

*"Upon approval of the Final Development Plan for the PUD and prior to the recording of the first plat, the applicant will provide WDFW with easements required to maintain the diversions and fish screens on Big Creek."*

Additionally, Condition III(n) requires:

*"The Final Development Plan shall show the riparian corridors, wetlands, and critical areas. The final plat recordings shall show the riparian corridors, wetlands, and critical areas marked on the Final Development Plan map."*

A Final Development Plan/site plan will be required displaying all of the elements identified in the conditions of the RZ-15-00001 approval documents (Ordinance 2016-24) and noted again in this document, prior to final plat approval.

**Landscape Plan**

**Commented [LO1]:** Ordinance should be the preliminary approval and the resolution should be the development plan approval.

**Commented [LO2]:** Do you mean final development plan, not to be confused with the final development plan that was approved through resolution or do you mean a site plan? I changed it to site plan unless that is not what you mean.

CDS will require a copy of the Landscape Plan associated with the original Rezone approval.

Survey

The face of the final plat shall include the final plat file number LPF-20-00001

Summary of corrections/additional information required:

1. The final survey will need to be updated to demonstrate the 200-foot riparian and wildlife movement corridor, all wetlands, and critical areas. A site plan demonstrating the four required signs identifying the wildlife corridor will also need to be submitted
2. Photo evidence of the installed riparian and wildlife movement corridor signs
3. Proof of WDFW easements to maintain fish diversions and fish screens on Big Creek
4. The face of the plat shall include the final plat number LPF-20-00001
5. Submittal of a copy of the original landscape plan.