



KITTITAS COUNTY COMMUNITY DEVELOPMENT SERVICES

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STAFF REPORT O'Keefe Plat Alteration

TO: Kittitas County Planning Commission

FROM: Jeremy Johnston, Planner
Kittitas County Community Development Services

DATE: October 3, 2017

SUBJECT: O'Keefe Plat Alteration (LP-17-00006)

I. BACKGROUND INFORMATION

Proposal: Dan Butler, agent, is proposing a plat alteration to the O'Keefe Plat, recorded in Volume 10 of Plats, at page 10, Records of Kittitas County on February 23, 2006. The proposed plat alteration would replace an existing 40-foot wide private access and utility easement and cul-de-sac easement with a relocated 40-foot wide private access and utility easement and a new 30-foot access and utility easement.

Location: Parcel #'s 949889,949890,949891,949892,949893,949894. Located in Section 28, TWN. 20, RGE. 17, recorded in Volume 10 of Plats, at page's 9 and 10.

Transportation: Access to the property will continue through a private road (subject to all standards and conditions applicable to the original Plat approval) intersecting Ranch Road which is a county maintained road.

II. POLICY & REGULATORY REQUIREMENTS

COMPREHENSIVE PLAN: The Comprehensive Plan's Land Use Element designates the subject parcel as Rural Working. Such areas are generally characterized by lands that can support residential development, but also farming, mining and forestry. Consequently, particular precaution must be taken to minimize conflict between new residential developments and natural resource activities. The economy of our rural community has traditionally been based on natural resource activities and Kittitas County encourages and supports their continuation in Rural Lands.

Zoning Code: The subject zoning is Ag-20. The agriculture (A-20) zone is an area wherein farming, ranching and rural life styles are dominant characteristics. The intent of this zoning classification is to preserve fertile farmland from encroachment by nonagricultural land uses; and protect the rights and traditions of those engaged in agriculture.

The **Minimum Lot Size** in the Ag-20 zone is twenty acres for lots served by individual wells and septic tanks.

DAN CARLSON AICP, DIRECTOR

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Critical Areas: An administrative site analysis was completed by the Community Development Services in compliance with Title 17A. No regulated critical areas exist on the subject properties.

Procedure: Kittitas County Municipal Code does not express a procedure for Plat Amendment review. Community Development Services utilized sections of RCW 58.17 (RCW58.17.215, 58.17.080, 15.17.090) to facilitate processing procedures and timelines in review of the O’Keefe Plat Amendment application.

Thresholds : RCW 58.17.215 requires signatures on the alteration application from “the majority of those persons having an ownership interest of lots, tracts, parcels, sites or divisions in the subject subdivision or portion to be altered.” CDS received signed approval letters from four of the six land owners with property within the O’Keefe Plat meeting these minimum conditions. According to RCW 58.17.215 a public hearing shall be held where the legislative body shall determine the public use and interest in the proposed alteration, and may deny or approve the alteration. The easements proposed for alteration are private.

III. ADMINISTRATIVE REVIEW

Notice of Application: A complete application was submitted to the Community Development Services on August 30, 2017. A Notice of Application was issued on September 21, 2017. This notice was published in the official county paper of record and was mailed to jurisdictional government agencies, adjacent property owners, and other interested parties.

Written Testimony: Comments were received from Kittitas County Public Works describing the following conditions.

1. **Timing of Improvements:** This application is subject to the latest revision of the Kittitas County Road Standards, dated 12/15/15. The following conditions apply and must be completed prior to final approval of this project. A performance guarantee may be used, in lieu of the required improvements, per the conditions outlined in KCC 12.01150.
2. **Private Road Certification:** Private roads serving any of the lots within this development shall be inspected and certified by a licensed professional engineer for conformance with current Kittitas County Road Standards, 12/15/15 edition. Kittitas County Public Works shall require this road certification to be completed prior to final approval of the project. If a performance guarantee is used in lieu of the required improvements, the private road shall be constructed and certified to comply with the minimum requirements of the International Fire Code prior to issuance of a building permit.
3. **Private Road Improvements:** Access Mountain Creek Drive shall be constructed to meet or exceed the requirements of a High-Density Private Road that serves 3-14 tax parcels. See Table 4-4, Kittitas County Road Standards, 12/15/15 edition.
 - a. New access easements shall be a minimum of 60' wide. Existing access easements shall be a minimum of 40' wide. The roadway shall have a minimum width of 20', with 1' shoulders, for a total width of 22'.
 - b. Minimum centerline radius will be 60'.
 - c. Surface requirement is for a gravel surface per WSDOT Standard Specifications.
 - d. Maximum grade is 10%.
 - e. Stopping site distance, reference AASHTO.
 - f. Maintenance of driveway approaches shall be the responsibility of the owner whose property they serve. The County will not maintain accesses.
 - g. Any further subdivision or lots to be served by proposed access may result in further access

requirements.

- h. All roads located within this development or roads that provide access to this development shall be constructed to current county road standards unless any other maintenance agreements, forest service road easements or state easements require higher road standards. The higher of the road standards shall apply.
 - i. All easements shall provide for AASHTO radius at the intersection with a county road.
 - j. A paved apron shall be constructed at the intersection of the proposed private intersection and the county road.
4. Turnaround: When a road extends more than 150' from the centerline of a County road or other publicly maintained road or serves more than three lots, a turnaround shall be provided. The turnaround shall be a cul-de-sac for roads serving five or more lots/units. The turnaround may be a hammerhead for roads serving four or less lots/units or for a land use development activity occurring prior to the end of the road. Cul-de-sac and hammerhead designs must conform to the specifications of the International Fire Code. A cul-de-sac shall have an easement diameter of at least 110 feet and a driving surface of at least 96 feet in diameter.
5. Driveways: A driveway shall serve no more than two tax parcels. See Kittitas County Road Standards, 12/15/15 edition.
- a. New access easements shall be a minimum of 30' wide. The roadway width shall have a minimum width of 12' if the length of the driveway is less than 150', or 16' if the length of the driveway is more than 150'.
 - b. Maximum grade shall be 15%.
 - c. Crushed surface depth per WSDOT standards.
 - d. Maintenance of driveway approaches shall be the responsibility of the owner whose property they serve. The County will not maintain accesses.
 - e. Any further subdivision or lots to be served by proposed access may result in further access requirements.
6. Plat Notes: Plat notes shall reflect the following:
- a. Kittitas County will not accept private roads for maintenance as public streets or roads until such streets or roads are brought into conformance with current County Road Standards and formally adopted by the Kittitas County Board of County Commissioners.
 - b. Maintenance of the access is the responsibility of the property owners who benefit from its use.
 - c. An approved access permit will be required from the Department of Public Works prior to creating any new driveway access or performing work within the county road right-of-way.
 - d. Any further subdivision or lots to be served by proposed access may result in further access requirements. See Kittitas County Road Standards.
 - e. A public utility easement 10 feet in width is reserved along all lot lines. The 10 foot easement shall abut the exterior plat boundary and shall be divided 5 feet on each side of interior lot lines. Said easement shall also be used for irrigation
7. Plat Approval s: All plats must show the acceptance signature of the County Engineer. The acceptance block shall be as follows (per KCC 16.24.170):

EXAMINED AND APPROVED

This _____ day of _____, A.O., 20__.

Kittitas County Engineer

8. Private Road Maintenance Agreement: The applicant shall meet all applicable conditions of any pre-established or required Private Road Maintenance Agreements.
9. Lot Closure: It is the responsibility of the Professional Licensed Surveyor (PLS) to ensure the lot closures are correct and accurate.
10. Access Permit: An approved access permit shall be required from the Department of Public Works prior to creating any new driveway access or performing work within the county road right of way.
11. Addressing: Contact the Kittitas County Rural Addressing Coordinator at (509) 962-7523 to obtain addresses prior to obtaining a building permit. A parcel cannot receive a building permit or utilities until such parcel is identified with a 911 address.
12. Fire Protection: Contact the Kittitas County Fire Marshal regarding any additional access requirements for Emergency Response.
13. Mailbox Placement: Mailboxes must be approved by U.S. Postal Service. Mailbox locations are site specific. Contact your local Post Office for location and design standards before beginning construction.

State Environmental Policy Act: This application is categorically exempt from SEPA pursuant to WAC 197-11-800(2)(c)(viii).

IV. SUGGESTED FINDINGS OF FACT

THE FOLLOWING GENERAL FINDINGS HAVE BEEN PREPARED BY THE COMMUNITY DEVELOPMENT SERVICES DEPARTMENT STAFF FOR CONSIDERATION BY THE BOARD OF COUNTY COMMISSIONERS IN RENDERING ITS RECOMMENDATION ON THIS MATTER. THESE FINDINGS MAY BE USED TO REASONABLY SUPPORT A RECOMMENDATION IN FAVOR OF OR AGAINST THIS PROPOSAL, HOWEVER ADDITIONAL FINDINGS MAY ALSO BE NECESSARY.

1. The Board of County Commissioners finds Dan Butler, agent, for a Plat Alteration on a 6 lot plat (O'Keefe Plat) on approximately 19 acres of land that is zoned Ag-20. This application was deemed complete by Kittitas County Community Development Services on August 30, 2017. The subject property is located south of SR 970 and south of Ranch Road, Cle Elum, WA 98922, Located in Section 28, TWN. 20, RGE. 17, recorded in Volume 10 of Plats, at page's 9 and 10.
2. The Board of County Commissioners finds that said easement amendment application would shift the existing 40' access and utility easement westward along the northern section of the existing easement and slope easterly as it proceeds south, resting in a position approximate to the current location of the southern section of the existing easement. In addition the amendment application plans to remove the cul de sac located at the southernmost point, replaced by a 30 foot access/utility easement.
3. The Board of County Commissioners finds that the Community Development Services issued a Notice of Application pursuant to KCC 15A.03 on September 21, 2017. The Board of County Commissioners finds further that said notice solicited comments from jurisdictional agencies and

landowners within 300 feet of the subject properties as required by law.

4. The Board of County Commissioners finds that an administrative site analysis was completed by the staff planner in compliance with Title 17A. No regulated critical areas exist on the property.
5. The Board of County Commissioners finds that an open record hearing was held on October 3, 2017 and that testimony was taken from those persons present who wished to be heard. The Board of County Commissioners also finds that due notice of this public hearing has been given as required by law, and the necessary inquiry has been made into the public interest to be served by this proposed subdivision.
6. The Board of County Commissioners finds that the proposed alteration involves private easements.