



KITTITAS COUNTY COMMUNITY DEVELOPMENT SERVICES

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"Building Partnerships - Building Communities"

January 13, 2017

Easton Ridge Land Company, Inc.
PO Box 687
Roslyn, WA 98941

Martens Enterprises, LLC
PO Box 458
Cle Elum, WA 98922
RE: Incomplete Application

Dear Mr. Martens:

Kittitas County Community Development Services accepted your application for the proposed Marion Meadows Estates PUD on December 22, 2016. The application materials submitted were for a Planned Unit Development Rezone (PUD), a Long Plat Application, an Administrative Conditional Use Permit (CUP) application, and a Development Agreement (D.A.).

Per Kittitas County Code 15A.03.040, the County has 28 days to review an application submittal and provide a written determination to the application that the application is complete or not incomplete. After an initial examination of the submitted items, your application has been determined to be **incomplete** according to the submittal requirements. At a minimum, the following items will be required in order for the application to be deemed complete:

- I. Title Report: The Subdivision Guarantee should be resubmitted with the attachments, and also identify which parcel is owned by Crush LLC. See attached Title Exhibit with analysis.
- II. Critical Areas Report: Submit updated Raedeke Report (was referenced in application submittal but was missing). Updated finalized copy is provided under MM Exhibits.
- III. Plan Requirements:
 - a) Please submit an Existing Conditions Plan per KCC 16.12.030 and 17.36.030(4)(a). See Encompass Engr.
 - b) Submit a Landscaping Plan per KCC 17.36.030(5). See engineering plan P3 and Exhibit MM#2 for designated open space buffers and community tracts. Identified open space buffers are earmarked for retention of native vegetation with limited development encroachment. Buffer management will include provisions for vegetation height control consistent with airport operations. This is addressed within the DA under question #11.
 - c) Lot dimensions should be shown on the preliminary plat map per KCC 16.12.020(8). See Encompass Engr.
 - d) Prepare a separate plan sheet to address overall open space, trails, and passive and active recreation spaces, including perimeter buffers, and provide notes identifying ownership and maintenance responsibility for each tract per KCC 16.12.060(1). See Exh. MM#2 and Encompass Engr. drawings. Development Agreement should have added note that open space and community tracts will be commonly owned and managed within the HOA.
 - e) Provide a table on Sheet P2.0 with total acreage and number of lots per phase, including identification of tracts within each phase (label, purpose, area) per KCC 16.12.060(3). Label lots sequentially within each phase/division. See Encompass Engr.

- f) Include utility easements (min. 10 ft.) on each proposed lot per KCC 16.12.110. See Encompass Engr.
- g) Clearly identify primary access, secondary access, and emergency vehicle only (EVO) access. See Exh. MM#2

Please submit the information described above as required for a complete application. Upon submittal of the missing materials, there may be supplemental information requested by the County as necessary for the continued review of your application (see list below). However, within 14 days of your application being deemed complete, the County shall provide a notice of application to the public and agencies with jurisdiction.

Although not considered technically complete items, the following information will be necessary for County staff to continue to review your application:

1. Letter from BPA authorizing proposed uses (trail, wildlife corridor, etc.) within their easement. Preliminary assessments were provided under the FEIS. Recent further discussion with BPA representatives indicated they will formally comment under the public process with conditions and guidelines for use without conflicts.
2. Wildlife Management Plan for WDFW review and approval. Proposed applications were prepared with knowledge of comments submitted during the FEIS. Our suggestion is proceeding to the public comment phase and formally addressing issue raised. The 2016 modifications provide for wildlife corridors and steep slope region left undeveloped which were primary concerns by WDFW.
3. Building details, i.e. setbacks, footprints, typical elevations, etc. As delineated within the DA #11, building height=35', residential setbacks (front=25', side and rear=15'), (comm. bldg, front=10', side & rear=5'). Building will be site or modular construction on concrete foundations meeting design and engineering standards per KCC.
4. Show proposed fire hydrant locations. As directed and approved by Kittitas County Water District #3 and KC Fire Marshall. Discussion at this point has only provided maximum distance between hydrants of 675'. Please see Encompass Engr. drawing for placement illustrations.
5. Provide conceptual snow removal plan and fire access during snow season. Will be provided at final civil engineering design stage; conceptual plat layout includes designated snow storage areas which includes drainage to storm water reservoirs.
6. For Residential Division 7, demonstrate potential building pads and sewage disposal locations. Under a worst case scenario where no viable drainfield location can be found on the 70 plus acre parcels, we can use alternate means of black water treatment via compostable toilets and grey water storage and reuse for subterranean irrigations as allowed by Washington State Dept. of Health.
7. Proof of water rights. All water service connects within the proposed plat will be via Kittitas County Water District #3 (KCWD #3). The District has provided documentation (see KCWD #3 reports) of their intentions and capabilities to provide these connections. It is our understanding from KCWD #3 that this system is owned and operated by Kittitas County but directed and managed by District Commissioners.
8. Water Tank:
 - a. Geotechnical report addressing reclamation of mining operations to site future 100,000 gallon water tank. Location and documentation has yet to be determined. This aspect of the development will be under the direction and oversight of KCWD #3.
 - b. Washington State Department of Health approval of a Water System, including reservoir, booster pump station, and back-up power. See attached Reports for KCWD #3.
9. Clarify lot counts - There are discrepancies between narratives, plans, and the TIA ranging from 89 to 113 lots. Plat shows 90 lots; 77 single-family and 13 townhomes. See amended engineering drawing and exhibits. Development is for no more than 89 dwelling units within the PUD. Various reports and

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documentation were initiated for the required PreApp Meeting which included additional acreage within F & R zones. After consultation with the County, these zones were removed from the submitted applications and the plat reconfigured for 89 total units as presented. It was assumed that the studies conducted for higher residential densities would satisfy and be usable for the proposal as submitted. These studies also encompassed the RV Complex and anticipated impacts.

10. Correct Sheet P1.0 to note water purveyor as “Kittitas County Water District #3” and correct legal description in header to “Section 1 and a portion of Section 12.” See Encompass Engr.

Revised or additional information is needed before a final decision can be made. We look forward to working with you on this project, and are available to answer any questions you may have.

//s//

Robert “Doc” Hansen
Planning Official

cc. Jo M. Ryan, Van Ness Feldman (via email)

Jan. 13 2017-submittal response