



# KITITAS COUNTY

## DEPARTMENT OF PUBLIC WORKS

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### MEMORANDUM

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TO: Community Development Services

FROM: Public Works Planning Review Team

DATE: August 7, 2020

SUBJECT: Zipperer Short Plat

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#### The following shall be conditions of preliminary approval:

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 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: Big Creek Road shall be improved to meet or exceed the conditions of a High-Density Private Road that serves 15-40 tax parcels. Big Creek Road shall be improved to this road standard from Nelson Siding Rd. to the point that the road serves less than 15 parcels. See Table 4-4, current Kittitas County Road Standards, 12/15/15 edition.
  - a. Access easements shall be a minimum of 60' wide. The roadway shall have a minimum width of 22', with 1' shoulders, for a total width of 24'.
  - b. Minimum centerline radius shall be 60'.
  - c. Surface requirement BST/ACP.
  - 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.
4. Driveways: A driveway shall serve no more than four 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 10-15% dependent on surface type.
  - c. Crushed surface depth per WSDOT standards.
  - d. Any further subdivision or lots to be served by proposed access may result in further access requirements.
5. 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.
6. Plat Approvals: 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.D., 20\_\_\_\_.  
\_\_\_\_\_  
Kittitas County Engineer

7. Private Road Maintenance Agreement: The applicant shall meet all applicable conditions of any pre-established or required Private Road Maintenance Agreements.
8. Lot Closure: It is the responsibility of the Professional Licensed Surveyor (PLS) to ensure the lot closures are correct and accurate.
9. 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.
10. 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.
11. 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.

**SURVEY:**

**Comments:**

NOTE: The submitted Short Plat is more than suitable for an application, and following comments are in regard to filing the final Short Plat.

1. There is a small closure error in the closure report for the parent parcel, in the vicinity of the NE corner of Lot 1. This error does not occur in the individual closure reports for Lot 1 and 2, therefore it is assumed to just be a error in tracing parcel boundaries. No correction required.
2. Basis of bearing will need to be addressed.
3. Note the distance the fenceline encroaches into Lots 2 and 4.
4. Show Nelson Siding road as a "60' wide county right of way – paved"
5. "tick marks" to the angle point that is on the East side of Lot 2 would be useful to clarify where the angle occurs.
6. There is a requirement to show ties to ALL found corners. As I believe some of the corners may be included purely as visual reference, I do not feel this is required. As the Section is not entirely shown and delineated, it is likely that the found property corners were utilized as controlling evidence. A note explaining the survey monuments held (and those monuments tied) would be beneficial.
7. Typo in the existing legal description "inn".
8. Some text obscured by crossing linework.