

# KITTITAS COUNTY DEPARTMENT OF PUBLIC WORKS

## MEMORANDUM

TO: Jeff Watson  
FROM: Christina Wollman, Planner II *CW*  
DATE: June 8, 2009  
SUBJECT: Isotalo Short Plat SP-08-56

Our department has reviewed the short plat application and has the following comments:

**“Conditional Preliminary Approval”** is recommended based on the information provided. See below for conditions of preliminary approval:

“Additional Information Requested”. Prior to continuing the approval process for the submitted development, additional information is requested for analysis.

### 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 9/6/05. The following conditions apply and must be completed prior to the issuance of a building permit for any of the residence within this plat. A Performance Bond or acceptable financial guarantee may be used, in lieu of the required improvements, per the conditions outlined in the current Kittitas County Road Standards.
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, 9/6/05 edition. Kittitas County Public Works shall require this road certification to be completed prior to the issuance of a building permit for any of the structures within the proposed plat.
3. Geotechnical: Due to the steep slopes on the property, the applicant is responsible for conducting any necessary geotechnical reports to ensure future soil stability prior to beginning any construction activities.
4. Private Road Improvements: Access shall be constructed to meet or exceed the conditions of a High-Density Private Road that serves 15-40 tax parcels. Improvements are required from Westside Road to the entrance to Lot 1B. See current Kittitas County Road Standards, 9/6/05 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 12%.
  - e. Stopping site distance, reference AASHTO.
  - f. Entering site distance, reference AASHTO.
  - g. Maintenance of driveway approaches shall be the responsibility of the owner whose property they serve. The County will not maintain accesses.
  - h. Any further subdivision or lots to be served by proposed access may result in further access requirements.
  - i. 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.
  - j. All easements shall provide for AASHTO radius at the intersection with a county road.
  - k. A paved apron shall be constructed at the intersection of the proposed private intersection and the county road right-of-way.
5. Cul-de-Sac: A cul-de-sac turn-around having an outside right-of-way or easement diameter of at least 110 feet shall be constructed at the closed end of all dead-end roads serving 3 or more lots. The driving surface shall be at least 96 feet in diameter. Cul-de-sacs must also conform to the requirements specified by the 2006 International Fire Code. Contact the Fire Marshal regarding any additional cul-de-sac requirements.
6. Joint-Use Driveway: A joint-use access shall serve no more than two tax parcels. See Kittitas County Road Standards, 9/6/05 edition.
- a. Access easements shall be a minimum of 20' wide. The roadway width shall have a minimum width of 12'.
  - b. The surface requirement is for a minimum gravel surface depth of 6".
  - c. Maintenance of driveway approaches shall be the responsibility of the owner whose property they serve. The County will not maintain accesses.
  - d. Any further subdivision or lots to be served by proposed access may result in further access requirements.

- Single-Use Driveway: A single-use access shall serve no more than one lot. See Kittitas County Road Standards, 9/6/05 edition.
- a. The roadway shall be a minimum of 8' wide with gravel surface.
  - b. Maintenance of driveway approaches shall be the responsibility of the owner whose property they serve. The County will not maintain accesses.
  - c. Any further subdivision or lots to be served by proposed access may result in further access requirements.
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. Fire Protection: Contact the Kittitas County Fire Marshal regarding any additional access requirements for Emergency Response.
  12. Mailbox Placement: The U.S. Postal Service requires that private roads with 6 or more residences install USPS approved Cluster Box Units (CBUs) at a safe location at the mouth of the private road. Contact your local Post Office for location and additional design requirements before beginning construction.

Current Kittitas County Road Standards, as adopted 9/6/05.

*Chapter 12 – PRIVATE ROADS*

12.12.010 General

Private roads shall meet the following conditions:

1. Private roads shall meet the minimum access requirements of the International Fire Code as adopted by the County, and
2. Shall be designed and constructed in conformance with AASHTO Guidelines for Geometric Design of Very Low-Volume Local Roads (ADT < 400) 2001, as now exists or hereafter amended, and

3. Shall be inspected and certified by a licensed professional engineer for conformance with the above referenced standards. In the alternative, an applicant may request the private roadway to be inspected and subject to the approval of the Public Works Director. If certification by the public Works Director/County Engineer is desired, submission of road plans and necessary testing documentation that confirms compliance with Kittitas County Road Standards is required, and services will be performed on a reimbursable basis, and
4. Permanently established by an easement recorded with the Kittitas County Auditor or right-of-way, providing legal access to each affected lot, dwelling unit, or business, and
5. Will not result in land locking of existing or proposed parcels, and
6. Maintained by the developer or legally responsible owner or homeowners' association or other legal entity made up of all benefited property owners, under the provisions of an acceptable and recorded "Private Road Maintenance Agreement", and
7. Clearly described on the face of the plat, short plat, or other development authorization and clearly signed at street location as a private street or road, for the maintenance of which Kittitas County is not responsible and a disclosure statement of the same is filed with the County Auditor, and
8. The following note shall be placed on the face of the plat, short plat, or other development authorization:

"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. This requirement will include the hard surface paving of any street or road surfaced originally with gravel."

Please let me know if you have any questions or need further information.



STATE OF WASHINGTON  
DEPARTMENT OF ECOLOGY

15 W Yakima Ave, Ste 200 • Yakima, WA 98902-3452 • (509) 575-2490

May 28, 2009

RECEIVED  
JUN 01 2009  
Kittitas County  
CDS

Jeff Watson  
Kittitas County Community Development  
411 N. Ruby St., Suite 2  
Ellensburg, WA 98926

Dear Mr. Watson:

Thank you for the opportunity to comment during the optional determination of nonsignificance process for the short plat of approximately 7.8 acres into 2 lots, proposed by John Isotalo [SP-08-00056]. We have reviewed the documents and have the following comments.

### **Water Resources**

Any ground water withdrawals in excess of 5,000 gallons per day or for the irrigation of more than ½ acre of lawn or noncommercial garden will require a permit from the Department of Ecology.

Chapter 173-150 WAC provides for the protection of existing rights against impairment, i.e. interruption or interference in the availability of water. If water supply in your area becomes limited your use could be curtailed by those with senior water rights.

The Attorney General's Opinion, (AGO 1997 No. 6) regarding the status of exempt ground water withdrawals, states that a group of wells drilled by the same person or group of persons, at or about the same time, in the same area, for the same purpose or project should be considered a single withdrawal and would not be exempt from the permitting requirement contained in RCW 90.44.050, if the total amount withdrawn for domestic use exceeds 5,000 gallons per day or if a total of more than .5 acre of lawn and garden are irrigated.



Mr. Watson  
May 28, 2009  
Page 2 of 2

The Attorney General's opinion suggests that caution should be used in finding developments to be exempt from needing a water right permit if the possibility exists that the development of the project will result in the ultimate withdrawal of water in excess of 5,000 gallons per day or the irrigation of more than .5 acre of lawn and garden.

**This project is subject to WAC 173-539A. Source meter(s) must be installed at the point(s) of withdrawal in compliance with WAC 173-173-100. Metering and reporting will be required in compliance with 173-539A-070.**

There is a concern about irrigation with a single groundwater exemption, which only allows up to ½ acres. With the proposed lot size, irrigation could easily be over 0.5 acres. If irrigation water is available through an irrigation district, know that the water purveyor is responsible for ensuring that the proposed use(s) are within the limitations of its water rights. If the proposal's actions are different than the existing water right (source, purpose, the place of use, or period of use), then it is subject to approval from the Department of Ecology pursuant to Sections 90.03.380 RCW and 90.44.100 RCW.

However if irrigation water is not available through an irrigation district, Ecology encourages the use of covenants to help property owners stay within the groundwater exemption criteria until a valid water right is obtained for irrigation. For metering information, please contact Ken Schuster at (509) 454-4263. **The key element will be to obtain valid irrigation rights.**

If you have any questions concerning the Water Resources comments, please contact Breean Zimmerman at (509) 454-7647.

Sincerely,



Gwen Clear  
Environmental Review Coordinator  
Central Regional Office  
(509) 575-2012

5-25-2009.

project:

Isotolo Short Plat, SP-08-00056, Page 1

Kittitas County Development Service  
411-N. Ruby St. Suite 2  
Ellensburg, WA. 98926.  
Attn: Jeff Watson.

Subject: Isotola Short Plat, SP-08-00056.

Dear members and Jeff Watson.

I am writing to you regarding the notice of application for a 2 lot short Plat subdivision by John Isatolo Land owner, on Dec 5-2008. Section 4 T19N-R15E W.M. in Kittitas County. Bearing Assessor's map # 19-15-04020-0010. The Land John Isatolo wants to Short Plat accessible is over the easiment road only. This easiment road access was granted to Dean Ostheffer the previous Land owner in Oct. 1984. by myself, John and Carol Kereszturi with some limited use of the easiment road. At this time the only way for Jason Isatolo + Family and John Isatolo and family and the 3rd home (Mobilhome) resident to axes their property is on the easiment road. The easiment road construction is not up to code to be used. by Large number of Vehicles, and increase in vehicle traffic will cause erosion. to this easiment road and this will damage the enviroment. A Short Plat subdivision would be less damiging to envierment, if John Isatola be requerd to provide on axes road to those Plats from the county road of Canyon. Hights Dr. which is jacein to the South side of his property. Our concern is how this would affect the environment to try to bring up easiment road to county. Code requiermant. We are not comfortable having such construction done on the easiment on our property

DIVOGA

I am enclosing a copy of the easiment agrement from Oct 1984. John Kereszturi and wife Carol Kereszturi has granted. To Dean and Sandra Ostheller and their heirs. If a short Plat subdivision permit is issued to John Isatola without requiring him to provide another access to the property, it will eaze an environmental damage to our easiment road.

F.Y.I. In june 1994 ther was a subdivision requested by Dean Ostheller. It was denide due to not meeting the requirement of subdivision Code ch. 16.12.080 which requires public access to all subdivided parcels. Condaton has not changed any sence then.  
Parcel: Upper Peoh Pt area, Sec 4T 19N. R. 15E. W M.

Thank you for taking time Revieng our letter to regard to our situation, Concern and our position to the easiment road. egeemant.

John + Carol  
Kereszturi



491150  
@ 4:17 pm  
10-7-85

EASEMENT

5/1/84

For valuable consideration received, the Grantors, John Kereszturi and Carol A. Kereszturi, husband and wife, hereby grant and convey to Dean E. Ostheller and Sandra E. Ostheller, husband and wife, and their heirs and assigns, Grantees, a ~~twenty (20)~~ <sup>(30)</sup> foot wide non-exclusive easement for access, egress and underground utilities purposes, the location of which is set forth in Exhibit A attached hereto and by this reference incorporated herein, which easement shall be appurtenant to and limited to the benefit of that real property situated in Kittitas County, State of Washington and more particularly described in Exhibit B attached hereto and by this reference incorporated herein. The Grantors and their heirs and assigns, hereby reserve for themselves also the non-exclusive use of said easement.

DATED this 28 day of October, 1984.

John Kereszturi  
John Kereszturi  
Carol A. Kereszturi  
Carol A. Kereszturi

STATE OF WASHINGTON )  
                                  ) ss.  
County of Kittitas )

On this day personally appeared before me John Kereszturi known to me to be the individual described in and who executed the within and foregoing instrument and acknowledged that he signed the same as his free and voluntary act and deed for the uses and purposes therein mentioned.

GIVEN under my hand and official seal this 28<sup>th</sup> day of Oct., 1984.

David McNeil  
NOTARY PUBLIC in and for the State of Washington, residing at Elk Elm

STATE OF WASHINGTON )  
                                  ) ss.  
County of Bum )

On this day personally appeared before me Carol A. Kereszturi known to me to be the individual described in and who executed the within and foregoing instrument and acknowledged that she signed the same as her free and voluntary act and deed for the uses and purposes therein mentioned. CAROL A. KERESZTURI

GIVEN under my hand and official seal this 16 day of Nov, 1984.

Marjorie Lavel  
NOTARY PUBLIC in and for the State of Washington, residing at Seattle

LS

235 / 205

RODNEY D. STRAND, PE & LS

416 WEST FIRST STREET  
CLE ELUM, WASHINGTON 98922  
PHONE 674-2737

Description

An easement 30 feet wide, being 15 feet wide on each side of the following described line in the east half of the northwest quarter of Section 4, Township 19 North, Range 15 East, W.M., Kittitas County, Washington as follows:

Beginning at the Southeast corner of Government Lot 3 in said Section 4; thence N  $1^{\circ}12'12''$  E, 50.00 feet along the east line thereof; thence N  $83^{\circ}45'37''$  W, 550 feet, more or less, to the centerline of an existing road, the true point of beginning for this easement; thence southerly and southwesterly along said road centerline, 75 feet, more or less, to the south line of said Government Lot 3; thence continuing southerly and southwesterly along said road centerline, 175 feet, more or less, to the west line of the east 666.27 feet of the north 174.53 feet of the southeast quarter of the northwest quarter of said Section 4, said west line is the same line shown as N  $1^{\circ}20'01''$  E (N  $1^{\circ}12'12''$  E, herein), 154.53 feet, of that parcel in that certain survey recorded in Volume 2 of surveys at page 15, Records of Kittitas County, the terminus of this easement.

See Attached EXHIBIT A - 1



*Rod Strand*  
Jan. 31, 1985

**EXHIBIT**

A

Description

An easement 30 feet wide, being 15 feet wide on each side of the following described line in the east half of the northwest quarter of Section 4, Township 19 North, Range 15 East, W.M., Kittitas County, Washington as follows:

Beginning at the Southeast corner of Government Lot 3 in said Section 4; thence N  $1^{\circ}12'12''$  E, 50.00 feet along the east line thereof; thence N  $83^{\circ}45'37''$  W, 550 feet, more or less, to the centerline of an existing road, the true point of beginning for this easement; thence southerly and southwesterly along said road centerline, 75 feet, more or less, to the south line of said Government Lot 3; thence continuing southerly and southwesterly along said road centerline, 175 feet, more or less, to the west line of the east 666.27 feet of the north 174.53 feet of the southeast quarter of the northwest quarter of said Section 4, said west line is the same line shown as N  $1^{\circ}20'01''$  E (N  $1^{\circ}12'12''$  E, herein), 154.53 feet, of that parcel in that certain survey recorded in Volume 2 of surveys at page 15, Records of Kittitas County, the terminus of this easement.

235 / 2110

EXHIBIT B

PARCEL 1

That portion of the Southeast 1/4 of the Northwest 1/4 lying North of the Kittitas Reclamation District Irrigation Canal, in Section 4, Township 19 North, Range 15 East, W.M., in the County of Kittitas, State of Washington, EXCEPT that portion of the Southeast 1/4 of the Northwest 1/4 of Section 4, Township 19 North, Range 15 East, W.M., in the County of Kittitas, State of Washington, which is bounded by a line described as follows: Beginning at the Northeast corner of said Southeast 1/4 of the Northwest 1/4 at which point is the true point of beginning; thence S 1°20'01"W, along the East boundary of said Southeast 1/4 of the Northwest 1/4 201.62 feet; thence N 86°28'41"W, 666.76 feet; thence N 1°20'01"E, 154.53 feet; thence N 88°48'27"W, 223.5 feet; thence N 1°20'01"E, 20.00 feet; thence S 89°48'27"E, 890.77 feet to the true point of beginning; and

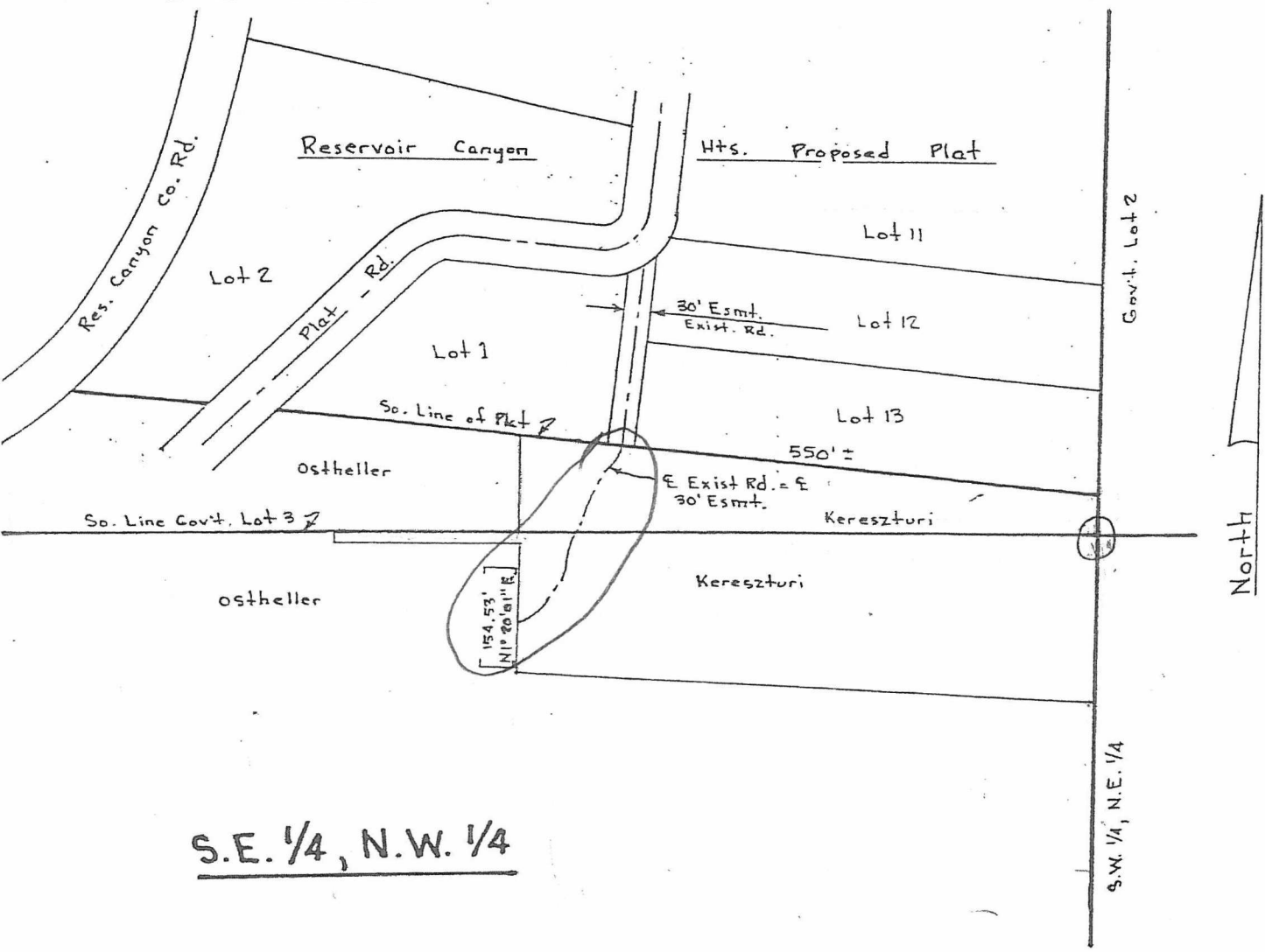
PARCEL 2

Beginning at a point on the south line of Government Lot 3 of Section 4, Township 19 North, Range 15 East, W.M., North 89°25'55" West, 666.32 feet from the southeast corner thereof; thence North 1°12'47" East, 116.22 feet; thence North 83°45'02" West, 525.09 feet to the east line of County Road known as Peoh Point Road (Reservation Canyon Road); thence Southwesterly, along said easterly line of County Road to the west line of said Government Lot 3; thence South 1°07'54" West, along said west line of Government Lot 3, 82.32 feet to the southwest corner of said Government Lot 3; thence South 89°25'55" East, 652.51 feet to the point of beginning, containing 2.07 acres, more or less.

225 / 2108

Sec. 4, T.19N., R.15E., W.M.

Gov't. Lot 3



S.E. 1/4, N.W. 1/4

EXHIBIT A - 1

This sketch is made for clarification only and to assist all parties concerned as to the intent and location of the easement and was not made from the basis of a survey.

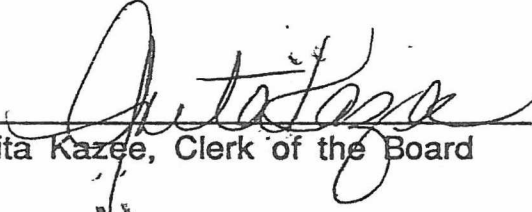
235 / 2107

## LEGAL NOTICE

Notice is hereby given that the Board of Kittitas County Commissioners will hold a public hearing Tuesday, June 21, 1994 at 9:30 AM in the Courthouse Auditorium to consider a Variance of the Subdivision Code Ch. 16.12.080, which requires public access to all subdivided parcels. This variance is being requested by Dean Ostheller for a parcel in the Upper Peoh Pt. area (Sec. 4, T. 19N., R. 15E., W. M. ).

Anyone with an interest in this matter is urged to attend said hearing where testimony will be taken. Written comments will be received by the Kittitas County Commissioners Office, Rm. 110, County Courthouse, Ellensburg, WA 98926 prior to hearing time. Documents may be viewed in the Kittitas County Planning Department.

Kittitas County complies with all ADA requirements.

  
Anita Kazee, Clerk of the Board

Publish: June 11, 1994 DR  
June 16, 1994 DR and  
TRIBUNE

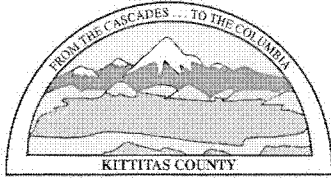
5/26/2009 8:17 AM

**Jeff Watson**

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**From:** larry koselke [laarlarry@yahoo.com]  
**Sent:** Sunday, May 24, 2009 8:52 AM  
**To:** Jeff Watson  
**Subject:** Isotalo Short Plat

Hi, I wanted to thank you for transferring me to the lady on the phone who is dealing with the road situation to The Isotalo short plat. I did not write down her name. It sounds like all my concerns are also hers about the road. I want it to be brought to the attention of everyone concerned, if Canyon Heights Drive is used as access, that it is substandard. Was substandard when it was accepted in about 1989 by your own Engineers and still is. It could have been brought up to standards by cutting into the bank. But to do this Mr. Isotalo would have to give up a little land to do it. He refused and so the improvements could not be made. There is much information in the county records about this road. If two more homes are put on the short plat there will be many more vehicles using this road and will deteriorate even more. I just want the people involved in the decision for short plat to be well informed. Thank you Larry Koselke 520 Canyon Heights Drive 509-674-7059



**KITTITAS COUNTY**  
**DEPARTMENT OF PUBLIC WORKS**

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Kirk Holmes, Director

**MEMORANDUM**

TO: Jeff Watson  
FROM: Christina Wollman, Planner II *CW*  
DATE: May 22, 2009  
SUBJECT: Isotalo Short Plat SP-08-00056

I will need additional time for my review of the short plat. I left a phone message with the applicant but have not received a return call from them. I will not be able to finish review before the due date.





*To Protect and Promote the Health and the Environment of the People of Kittitas County*

May 18, 2009

Jeff Watson, Staff Planner  
Community Development Services  
411 N Ruby Street, Suite 2  
Ellensburg, WA 98926

RE: Isotalo Short Plat SP-08-00056

Dear Mr. Watson,

Thank you for the opportunity to comment on the Isotalo Short Plat, SP-08-00056. Pursuant to the Memorandum of Agreement between Kittitas County and the Washington State Department of Ecology all residential well connections serving the proposed lots shall be required to have meters installed. Metering results shall be recorded in a manner consistent with Kittitas County and Washington State Department of Ecology requirements. The requirement to meter only applies if you rely upon the RCW 90.44.050 exemption from permitting through ecology.

The final plat notes shall include the following two statements:

*"The approval of this division of land includes no guarantee that there is a legal right to withdraw groundwater within the land division. The approval of this division of land provides no guarantee that use of water under the ground water exemption (RCW 90.44.050) for this plat or any portion thereof will not be subject to curtailment by the Department of Ecology or a court of law. "*

**AND**

*"Metering will be required on all new residential well connections and metering results shall be recorded in a manner consistent with Kittitas County and Washington State Department of Ecology requirements."*

The Public Health Department's recommendation shall state that final approval be conditioned upon the developer/owner of the plat providing proof of water availability. Water availability can be provided through several different ways depending on the source of water proposed.

If a public water system is proposed for the plat, the public water system information shall be submitted and reviewed by Kittitas County Public Health Department or Washington State Department of Health which includes final issuance of the well ID number to meet the water availability requirement for plat approval.

**Kittitas County  
Public Health Department**  
507 N. Nanum Street, Suite 102  
Ellensburg, WA 98926  
T: 509.962.7515  
F: 509.962.7581



[www.co.kittitas.wa.us/health/](http://www.co.kittitas.wa.us/health/)

**Environmental  
Health Services**  
411 North Ruby Street, Suite 3  
Ellensburg, WA 98926  
T: 509.962.7698  
F: 509.962.7052



*To Protect and Promote the Health and the Environment of the People of Kittitas County*

If individual wells are proposed for the parcels and there is an existing well located on the plat, a well log from Washington State Department of Ecology will meet the water availability requirement. If there is not an existing well on the plat, then a **water availability report** with documentation and evidence to support the claim regarding adequate availability of groundwater for the proposed number of potable water wells must be submitted for review.

At this time the application does not contain sufficient information to make a determination of whether the land area is suitable for onsite sewage systems and, therefore, soil logs are still needed. The above mentioned items need to be submitted to the Public Health Department in order for the plat application to be recommended for approval.

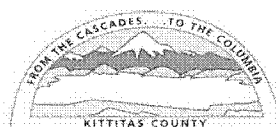
If you should have any further questions please don't hesitate to contact me by phone 509-962-7005 or email [james.rivard@co.kittitas.wa.us](mailto:james.rivard@co.kittitas.wa.us).

Sincerely,

A handwritten signature in black ink that reads 'James Rivard'.

James Rivard  
Environmental Health Supervisor  
Kittitas County Public Health Department

**Kittitas County  
Public Health Department**  
507 N. Nanum Street, Suite 102  
Ellensburg, WA 98926  
T: 509.962.7515  
F: 509.962.7581



[www.co.kittitas.wa.us/health/](http://www.co.kittitas.wa.us/health/)

**Environmental  
Health Services**  
411 North Ruby Street, Suite 3  
Ellensburg, WA 98926  
T: 509.962.7698  
F: 509.962.7052

5/18/2009 9:17 AM

**Jeff Watson**

---

**From:** Keli Bender [krd.keli@fairpoint.net]  
**Sent:** Monday, May 18, 2009 8:40 AM  
**To:** Jeff Watson  
**Subject:** Isotalo

In regards to the Isotalo Short Plat SP-09-00056. This property is all classified as wooded and has no KRD irrigable ground. Our requirements will not need to be met. If you have any questions, please let me know.

Keli  
Keli R. Bender  
KRD Lands Clerk/RRA  
[krd.keli@elltel.net](mailto:krd.keli@elltel.net)



To Protect and Promote the Health and the Environment of the People of Kittitas County

December 10<sup>th</sup>, 2008

John Isotalo  
PO Box 350  
South Cle Elum, WA 98922

RE: Isotalo Short Plat (SP-08-00056) submission fee received (\$380.00/receipt #3827)

Dear John:

We have received the application for your proposed short plat (located in the portions of the SE ¼ & SW ¼ of the NW ¼ of Section 4, Township 19N, Range 15E.W.M., off of Reservoir Ridge Drive and Westside Road).

Enclosed is a checklist and detailed instructions for completing the Environmental Health requirements.

***Your plat application will not be approved until you meet the enclosed requirements.***

Once we have received and reviewed the required information, we will notify Community Development Services that you have satisfactorily addressed health department requirements.

If you have any questions or concerns, please feel free to contact our office.

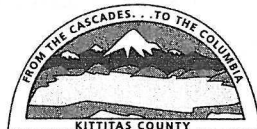
Sincerely,

A handwritten signature in black ink that reads "Cathy Bambrick". The signature is written in a cursive style with a large initial "C".

Cathy Bambrick, Public Health Administrator  
Kittitas County Public Health Department

cc: Community Development Services, Encompass Engineering & Surveying  
Enc: Checklist, Instructions for Completing EH Requirements, Soil Log Requirements

Kittitas County  
Public Health Department  
507 N. Nanum Street, Suite 102  
Ellensburg, WA 98926  
T: 509.962.7515  
F: 509.962.7581



[www.co.kittitas.wa.us/health/](http://www.co.kittitas.wa.us/health/)

Environmental  
Health Services  
411 North Ruby Street, Suite 3  
Ellensburg, WA 98926  
T: 509.962.7698  
F: 509.962.7052

## Checklist

*Prior to receiving approval* of the above listed plat you must meet WAC 246-272-205(1) and WAC 246-272-095(1) by:

1. Proving there is an adequate supply of potable water

*Choose and follow instructions for one of the five following options:*

**Group "A" public well**

Provide written approval from Washington State Department of Health

**Group "B" public well**

Schedule a well site inspection or site inspection with Public Health as the first step toward approval of a group B system (the Group B system must be approved prior to plat approval)

**Individual wells**

Provide a well log or hydrogeological report to prove adequate ground water exists for the proposed number of potable water wells (see page 4). If a well log is used provide potable water test results.

**Shared two-party well**

Submit existing well log and a water user's agreement signed by both parties

**Public utility water supply**

Submit a signed letter of agreement from a public utility official

AND

2. Proving satisfactory sewage disposal

*Choose and follow instructions for one of the two following options:*

**On-site sewage**

You must schedule a soil log and prepare the site (dig holes)

**Public utility sewer**

You must submit a signed letter of agreement from the public utility official

# Instructions for Completing Environmental Health Requirements

## I. ADEQUATE POTABLE WATER SUPPLY:

### PUBLIC UTILITY WATER SUPPLY APPLICANTS

Submit a signed letter of agreement with the responsible public utility official and the developer/owner, granting delivery of potable water for the entire development.

### PUBLIC WATER SYSTEMS

All Public Water System applicants must contact a Satellite Management Agency (SMA) before initiating the application process. Evergreen Valley Utilities (509) 674-9642 and Lookout Mountain Utilities Management (509) 674-6989 are the current SMAs.

#### PUBLIC GROUP "A" WELL

If you have an existing well and a Department of Ecology issued "water right" for potable usage of the well, Washington State Department of Health (DOH) is the regulatory authority for approving Group A systems. We require written verification that DOH has approved the system prior to final plat approval (see contact information below). If you have not secured a water right for potable use you must contact the Washington State Department of Ecology (Central Region Office) located in Yakima, Washington to begin the process of obtaining a water right. Their contact number is: (509) 575-2800.

#### PUBLIC GROUP "B" WELLS

Washington State Department of Health and Kittitas County Public Health Department share the regulatory authority for approving Group B Water Systems in Kittitas County. The process for approval includes a source site inspection to approve the location of the proposed well or if the well exists to ensure that it meets the criteria for approval; drilling of the well and/or ensure that the well is located within the subdivision boundaries; completion of the well infrastructure, the workbook and all related documentation including testing and satisfactory results.

\*\*All Group B applications with **3-9 connections** should be submitted to Kittitas County Public Health Department; all Group B applications **10-14 connections** should be submitted to Washington State Department of Health at the addresses provided below.

Kittitas County Public Health Department  
Environmental Health Division  
411 N. Ruby Street, Suite 3  
Ellensburg, WA 98926  
(509) 962-7698

Washington State Department of Health  
1500 W. 4<sup>th</sup>, Suite 305  
Spokane, WA 99204  
(509) 456-2453  
ATTN: Tom Justus, Regional Engineer

After all of the aforementioned information is submitted, reviewed, and approved by Washington State DOH, final issuance of the well ID number completes the requirement.

## **INDIVIDUAL WELLS**

Submit well logs or a hydrogeological report with documentation/evidence to support the claim regarding adequate availability of groundwater for the proposed number of potable water wells. This report shall be submitted by a Professional Engineer who practices in the field of hydrology or by a licensed Hydrogeologist. According to Critical Areas Ordinance 17A.08.25, individual wells must be located 50 feet from all property lines. To obtain well logs, contact Department of Ecology at (509) 575-2490.

**After July 8, 2008** all applicants for subdivision (short and long plats) utilizing wells shall have a note placed on the face of the final mylars that states:

*“The approval of this division of land includes no guarantee that there is a legal right to withdraw groundwater within the land division. The approval of this division of land provides no guarantee that use of water under the ground water exemption (RCW 90.44.050) for this plat or any portion thereof will not be subject to curtailment by the Department of Ecology or a court of law. “*

### **AND**

*“Metering will be required on all residential well connections and metering results shall be recorded in a manner consistent with Kittitas County and Washington State Department of Ecology requirements.”*

## **II. SATISFACTORY SEWAGE DISPOSAL**

### **PUBLIC UTILITY SEWER**

Submit a signed letter of agreement between the responsible public utility official and the developer/owner or other documentation that provides proof of connection to public sewer.

### **ON SITE SEWAGE**

Soil logs will need to be scheduled and dug at a mutually convenient time. The developer/owner shall provide soil logs as per WAC 246-272A or as amended (see attached soil log instruction sheet). The information obtained will be recorded and placed in the plat file for future reference. The information obtained from these soil logs is for plat approval purposes only and does not constitute a site evaluation in conjunction with the issuance of a permit for any specific lot.

### **SET BACK REQUIREMENTS**

A well must be located 50 feet from a septic tank and 100 feet from a drain field.

### **Soil Log Requirements for Land Division**

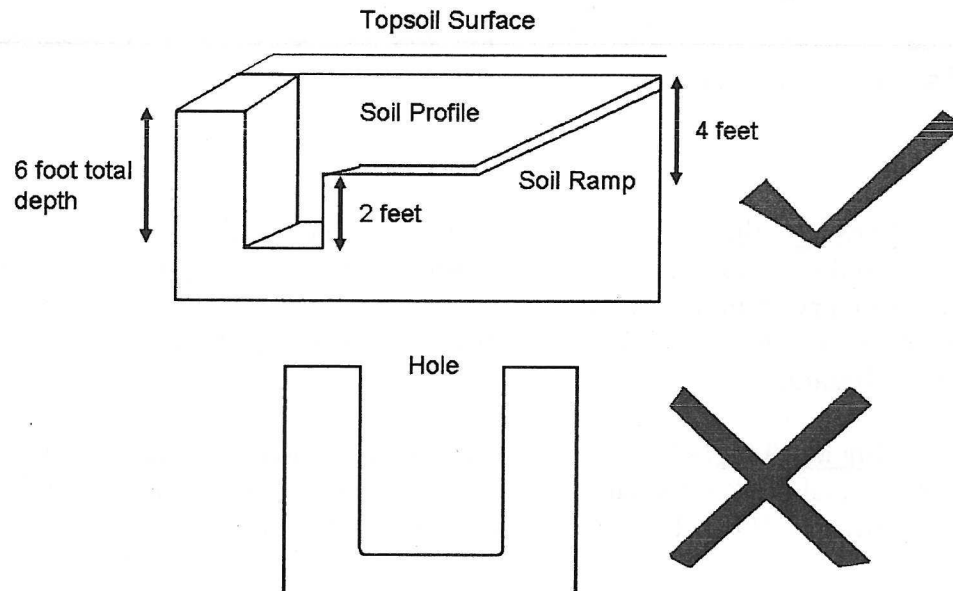
**Purpose:** The purpose of a soil log is to ensure that future property owners can be assured that they will be able to install a septic system on the property. A soil log is performed to

ensure that suitable depth and type of soil is present on the property prior to final plat approval.

Since the type of soil and water source supplying the property can ultimately determine the minimum lot size, it is recommended that soil logs be conducted early in the plat planning process.

**Requirements:** In order for a soil log to be conducted, test holes must meet specific criteria according to Washington Administrative Code (WAC), Kittitas County Code (KCC) and Labor and Industries safety standards.

- 1) A minimum of one soil log per lot shall be dug to a depth of six feet, unless an impermeable layer such as bedrock, hardpan clay, or the existing water table prevents such a depth from being obtained. In some instances, additional holes may be required to determine if the minimum standards for septic support are present on the lot.
- 2) The design of a test hole shall be sloped to four feet beneath surface, leveled and then dug down an additional two feet for a total depth of six feet (see the diagram below for reference). Such a test hole is designed to prevent possible injury as a result of the surrounding soil bank collapsing into the test hole and to grant the local health officer ease of access to the soil profile.
- 3) In order to sub-divide property at least twelve inches of native, suitable soil must be present at the time the soil log is performed.
- 4) A soil log does not constitute a site-evaluation. A site evaluation determines the type of septic system required. A soil log only determines whether soils present on the property can support a septic system.





**Minimum Land Area Requirements:** According to the WAC 246-272 the minimum land area requirement from a public health perspective for subdivision of property is determined by the source of the drinking water and the soil type present to support an on-site sewage system (Table X). These guidelines have been put in place to protect human health and the environment from the potential health hazards that an on-site sewage system imposes. The type of water source available and soil type present must be determined by the local health officer. However, other minimum land area requirements may be subject to local government zoning regulations and restrictions, and it is advisable that property land owners seek advice from Community Development Services at (509) 962-7506 for assistance in this area.

**TABLE X**  
**Minimum Land Area Requirement**  
**Single-Family Residence or Unit Volume of Sewage**

Type of Water Supply	Soil Type (defined by WAC 246-272A-0220)					
	1	2	3	4	5	6
Public	0.5 acre	12,500 sq. ft.	15,000 sq. ft.	18,000 sq. ft.	20,000 sq. ft.	22,000 sq. ft.
	2.5 acre <sup>1</sup>					
Individual, on each lot	1.0 acre	1 acre	1 acre	1 acre	2 acres	2 acres
	2.5 acres <sup>1</sup>					

<sup>1</sup> See WAC 246-272A-0234(6).

**Other Considerations:** Since open holes present a potential danger to people, livestock, wild animals, and vehicles, it is advisable that such a hole be roped off or covered to prevent unwanted entry or marked to caution and facilitate finding. After the soil log has been performed the hole may be filled in by the property owner or contractor to eliminate the potential hazard.

**Scheduling a soil log:** Currently, soil logs are performed on a weekly basis by an Environmental Health Specialist. To schedule a soil log please contact the Environmental Health Office at 411 N. Ruby Street (509) 933-8261 to arrange an appointment.