



KITITAS COUNTY

DEPARTMENT OF PUBLIC WORKS

MEMORANDUM

TO: All Staff
FROM: Public Works Plan Review Team
DATE: January 12, 2026
SUBJECT: BL-25-00023 Rinehart

ACCESS	<ol style="list-style-type: none">1. An approved access permit shall be required from the Kittitas County Department of Public Works prior to creating any new driveway access or altering an existing access.2. Maintenance of driveway approaches shall be the responsibility of the owner whose property they serve. The County will not maintain accesses.3. Any further subdivision or lots to be served by proposed access may result in further access requirements. See Kittitas County Road Standards.4. Lots that access easements or rights-of-way controlled by different agencies, such as State highways, Forest Service Roads, irrigation canals, or railroads will require separate access approvals from those agencies. A copy of the access approval shall be submitted to the County prior to issuance of the County's access permit. The County cannot grant access to roads or easements it does not control (KCC 12.05.030(G)).5. Provide Easement for access to all lots prior to final approval. Legal Access to Lot 7 & 3 must be recorded. <p>In addition to the above-mentioned conditions, all applicable Kittitas County Road Standards apply to this proposal. Access is not guaranteed to any existing or created parcel on this application. (RC)</p>
ENGINEERING	<p>Except as exempted in KCC 14.05.060, no grading or filling upon a site involving more than one hundred (100) cubic yards shall be performed without a grading permit from the County Engineer or Public Works designee (KCC 14.05.050). An application for grading in excess of five hundred (500) cubic yards shall be accompanied by an engineered grading plan (KCC 14.05.080). (CBP)</p>

<p>SURVEY</p>	<p>OF NOTE</p> <p>Survey comments are based upon the submitted pages, which consist of Sheets 1, 3, 5, 7 and 8.</p> <p>Lot Closures were not included and the application and will need to be approved prior to final approval. Once Lot Closures are received it may trigger additional responses regarding dimensions or lot areas.</p> <p>All Sheets:</p> <ol style="list-style-type: none"> 1. At the top of each sheet include a heading showing "Record Of Survey - Pt Sec's 20 & 21 T18N., R18E., W.M. Kittitas County, Washington" (or similar). 2. Please include Set Corners and Found Corners in the legend. 3. At a minimum, the new division lines between parcels shall have corners set in the field and shown on the face of the survey. 4. All road Right of way must include ownership, total width, and surfacing. (EX: Faust Rd – 60' Wide County R/W – Paved) 5. John Wayne Trail should be changed to "Palouse to Cascades State Park". 6. Show all existing buildings, access points, fences, ponds, and water courses. Buildings and fences shall include distance ties to nearest boundary. Water courses shall be identified as creek, ditch or canal. Include Reecer Creek 7. Town ditch shall be labelled as "Town Ditch-Ellensburg Water Co. R/W (or similar). 8. Outside perimeter of development shall be drawn in a heavy line. 9. Section corners and controlling survey evidence, shall be identified as found, set or calculated with a description of the point (EX: N1/4 Sec 8, Fnd 3-1/4" Brass Cap in Conc Post, "PLS 12345") 10. All easements shall include width, purpose, and whether they are existing or "to be created via separate document". In the case of existing easements, include the recording number. 11. Where a parcel crosses a section line, or other reference line, please include a 'Z' symbol to clarify that the two parts belong to the same parcel. 12. There are multiple occurrences of text being obscured by crossing linework. <p>On Any Sheet in set</p> <ol style="list-style-type: none"> 13. A Survey Equipment and Procedures statement must be shown. 14. The purpose of the survey with reference to the application number must be shown (EX: The purpose of the survey is to depict proposed new boundaries for the parcels shown, in order to facilitate Boundary Line Adjustment Application No. BL-25-00023) (or similar) 15. Identify Basis of Bearing or include note identifying Basis of Bearing. 16. Include before and after legal descriptions for the involved parcels. (NOTE: Per new RCW/WAC Updates, Legal description must include BOTH complete legal description AND reference to the recording document.) <p>Sheet 1</p> <ol style="list-style-type: none"> 17. Change 'Sheet 1 of 1 to 'Sheet 1 of 8'.
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	<p>18. If the 'Round Structure' on Lot 18, is construed as a building, the new line will need to meet setback requirements.</p> <p>Sheet 3</p> <p>19. The unidentified parcel located adjacent to the NE Corner of Existing Lot 12 does not appear to be a unique parcel per county GIS. Please show this as being a portion of Lot 12 or notify county if there is a GIS problem. This element also puts the total lot count of 17 existing, and 18 proposed, which will either require a lot removed from the proposed development, or resubmit as a Short Plat.</p> <p>20. All existing parcels should include a reference to the recording number (EX: Lot 12- Bk:37, Pg:89, Surveys OR Lot 12, Sur:37-89 OR Lot 12- AFN:20101220027).</p> <p>21. Parcels not included in the development, such as APN:345636 would benefit from being labelled as "Not A Part".</p> <p>22. The corner located near the SW corner of Lot 1 appears to be a witness. Please include offset angle and distance.</p> <p>Sheet 4</p> <p>23. Curves not adjacent to tangent lines, such as East boundaries of Lots 2, 9 and 12, will need to include radial bearings OR Chord bearing and distances.</p> <p>24. There are property corners shown that appear to be witness corners that will need to include angle and distance offsets. These include the corners near the SE'most corner of Lot 3, and the SW'most corner of Lot 2. (JT)</p>
TRANSPORTATION CONCURRENCY	No transportation concurrency management application is required for this project. (KAH)
FLOOD	A portion of parcels within this BLA are mapped within a FEMA identified special flood hazard area (1 percent annual chance flood zone). All development within the floodplain must be permitted through the floodplain development permit process and follow the regulations within KCC 14.08. While not required by KCC 14.08.220, it is highly encouraged that the floodplain boundaries are outlined on the face of the recorded survey. (SC)
WATER MITIGATION/ METERING	No comments. (SC)
AIRPORT	No Comment. (RC)

Please contact Kittitas County Public Works (509) 962-7523 with any questions.