



KITTITAS COUNTY

DEPARTMENT OF PUBLIC WORKS

MEMORANDUM

TO: All Staff
FROM: Public Works Plan Review Team
DATE: May 26, 2026
SUBJECT: LPF-26-00002 Roslyn Ridge West Ph 3

ACCESS	1. Approved access permits 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. Road certification and road naming will be required prior to final plat. KCC 12.04.01.030. 4. Any private road serving as access to five lots or more shall file a maintenance agreement with all the property owners having a vested interest in the private road prior to recording the final plat with the Kittitas County auditor's office with a copy to be provided to the Kittitas County Building Department and Kittitas County Public Works 5. Any further subdivision or lots to be served by proposed access may result in further access requirements. See Kittitas County Road Standards. 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)
ENGINEERING	1. Except as exempted in KCC 14.05.060, no grading or dilling upon a site involving more than one hundred (100) cubic yards shall be performed without a grading permit 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). 2. All road construction within the public or private right-of-way shall be designed by or under the direct supervision of a civil engineer, licensed to practice in the State of Washington. Please submit road plan and profile drawings along with any associated drainage reports for a formal Civil Review to Kittitas County Public Works (12.04.020). (CBP)

SURVEY	1. The Plat Dedication does not address Road dedication. The dedication could be revised or a note including granting the road to an HOA or evenly divided between owners of the Plat. 2. Existing Legal Description absent from Sheet 2. 3. Please set and show property corners on the face of the plat. 4. If the untied found corner located on the South line of the subject property was utilized for survey control, please include bearing and distance ties to this corner. 5. Please label and identify the detail window for the access easement (Detail B?) 6. The 'Tick marks' or 'crows feet' on the west edge of Double O Ranch Road appear to be incorrect. I believe these should be on the West side of road. 7. Please identify total width of Double O Ranch Road. 8. Existing Lot 10, should include reference to the Plat of Record (AFN or Plat 14-140) 9. The label for Oddson Drive has been trimmed off on Sheet 4. 10. To identify access to nearest public right of way, please label the following roads, (width, ownership and surfacing not required): Rockberry Loop Paintbrush Lane Rockrose Drive Rather than drawing in Rockrose drive, a label with the note "0.3 Miles to SR903" would be suitable. (JT)
TRANSPORTATION CONCURRENCY	1. A concurrency evaluation and determination shall be required for all development applications in which proposed development is projected to have an impact upon the transportation corridor or intersection. Developments generating 41 or fewer daily trips are exempt from the TIA and concurrency evaluation requirements. (KCC 12.04.02.020) 2. Note: As project accesses SR903, WSDOT will have requirements to access and traffic impact analysis (TIA). If a TIA is required from WSDOT for this project, Kittitas County Public Works will coordinate with WSDOT for review and comments. (CBP)
FLOOD	No comments. (SC)
WATER MITIGATION/ METERING	No comments. (SC)
AIRPORT	No Comments. (RC)

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