

From: [Jordan Bovee](#)
To: [Zach Torrance-Smith](#)
Subject: Re: SPF-25-00009 Mills - Request for Final Short Plat Review
Date: Tuesday, December 9, 2025 2:34:29 PM

CAUTION: This email originated from outside the Kittitas County network. Do not click links, open attachments, fulfill requests, or follow guidance unless you recognize the sender and have verified the content is safe.

Hi Zach,

The CTCR concurs with the decision to require an archaeological survey prior to ground disturbing activities. We would still recommend that after the survey, an IDP is developed and had on hand in the event ground disturbing activities reveal cultural material not identified during a survey. We also request a copy of the report produced from the survey effort.

Thank you,

Jordan Bovee | Archaeologist
CTCR History/Archaeology Program
jordan.bovee.hsy@colvilletribes.com
Desk Phone: 509-634-2690
Mobile Phone: 509-631-1131

PO Box 150

Nespelem, WA 99155



On Tue, Dec 9, 2025 at 2:13 PM Zach Torrance-Smith
<zach.torrancesmith@co.kittitas.wa.us> wrote:

Good afternoon,

CDS received an application for final short plat for SPF-25-00009 Mills (SP-23-00002 Mills-2). Please review the submitted documents at the links below and verify compliance with the conditions and your department's submitted comments. Please find the preliminary approval document attached.

Pursuant to RCW 58.17.140, CDS has 30 days to review a complete final short plat application.

Please respond by December 16, 2025, stating whether your department requirements have been

met.

Please have all comments submitted by Tuesday, December 16, 2025, at 5pm.

Internal Link: **SPF-25-00009 Mills**

External Link: [SPF-25-00009 Mills](#)

Zach Torrance-Smith

Planner I

Kittitas County Community Development Services

411 N. Ruby St., Suite 2

Ellensburg, WA 98926

P: 509-962-7079

zach.torrancesmith@co.kittitas.wa.us

If this is about a Public Records request, please go to <http://www.co.kittitas.wa.us/request/default.aspx> and fill out a request for public records through the GovQA portal.

From: [Dan Suggs](#)
To: [Zach Torrance-Smith](#)
Subject: RE: SPF-25-00009 Mills - Request for Final Short Plat Review
Date: Tuesday, December 16, 2025 4:08:32 PM
Attachments: [image001.png](#)

Zack,

The applicant has satisfied public health's conditions for final plat approval.

Soil log : OE-23-00066

Adequate water: WA-23-00155

Thank you,

Dan Suggs, B.S. Environmental Health Specialist II

P: 509.962.7024 | F: 509.962.7581 | E: dan.suggs@co.kittitas.wa.us

Kittitas County Public Health Department

507 N Nanum St Suite 102, Ellensburg WA 98926

www.co.kittitas.wa.us/health

Please tell us how we're doing: [KCPHD Customer Survey](#)



From: Zach Torrance-Smith <zach.torrancesmith@co.kittitas.wa.us>

Sent: Tuesday, December 9, 2025 2:13 PM

To: Kelee Hodges <kelee.hodges.pw@co.kittitas.wa.us>; Candie Leader <candie.leader@co.kittitas.wa.us>; Tate Mahre <tate.mahre@co.kittitas.wa.us>; Jackie Sharp <jackie.sharp@co.kittitas.wa.us>; Justin Turnbull <justin.turnbull@co.kittitas.wa.us>; Samantha Cox <samantha.cox@co.kittitas.wa.us>; Rebecca Cruse <rebecca.cruse.pw@co.kittitas.wa.us>; Dustin Freniere <dustin.freniere@co.kittitas.wa.us>; Josh Fredrickson <josh.fredrickson@co.kittitas.wa.us>; Public Health Inspectors <PublicHealthInspectors@co.kittitas.wa.us>; Jamey Ayling <jamey.ayling@co.kittitas.wa.us>; steve@snoqualmietribe.us; dahp@snoqualmietribe.us; adam@snoqualmietribe.us; Jordan Bovee <jordan.bovee.hsy@colvilletribes.com>; Mau, Russell E (DOH) <Russell.Mau@DOH.WA.GOV>; Kim Shilley <kim.shilley@co.kittitas.wa.us>; sepa@dahp.wa.gov; Dan Young <dan.young@co.kittitas.wa.us>; Marvin Douvier <marvin.douvier.sh@co.kittitas.wa.us>; Jeremy Larson <jeremy.larson@co.kittitas.wa.us>; Steph Mifflin <steph.mifflin@co.kittitas.wa.us>; eburgwater1885@gmail.com

Cc: Ellie Myers <ellie.myers@co.kittitas.wa.us>; Bradley Gasawski <bradley.gasawski@co.kittitas.wa.us>

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KITTITAS COUNTY

DEPARTMENT OF PUBLIC WORKS

MEMORANDUM

TO: All Staff
FROM: Public Works Plan Review Team
DATE: December 15, 2025
SUBJECT: SPF-25-00009 Mills

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. KCC Title 12.04.07.060 requires a minimum 30' easement for a shared residential driveway recorded prior to final. 3. Maintenance of driveway approaches shall be the responsibility of the owner whose property they serve. The County will not maintain accesses. 4. Any further subdivision or lots to be served by proposed access may result in further access requirements. See Kittitas County Road Standards. <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	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)
SURVEY	Legend needs to be added. (DF)
TRANSPORTATION CONCURRENCY	No transportation concurrency requirement for this project.
FLOOD	No comments. (SC)
WATER MITIGATION/ METERING	KCC 13.35.027 requirements for water mitigation and metering have been met for final plat approval. (SC)
AIRPORT	No Comments. (RC)

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