



KITTITAS COUNTY

DEPARTMENT OF PUBLIC WORKS

MEMORANDUM

TO: All Staff
FROM: Public Works Plan Review Team
DATE: July 6, 2026
SUBJECT: SP-26-00005 Ridgway

ACCESS	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. Access spacing in this portion of Lyons Road is 300 feet between driveways on the same side of the road. Frontage will not allow for additional approach on county road. Provide easement (30' wide minimum for joint-use driveway) for access to new lot utilizing existing approach onto Lyons Road. 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	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	1. Lot closures were not provided. Due to simple nature of division, Lot Closures are not required. 2. Title report not provided. Title report will need to be reviewed prior to final approval. This may trigger additional survey requirements. 3. There appear to be problems with the existing legal description. This will be reviewed when Title Report is received. Incorrectly labelled as 'Dedication'. 4. Note 3 needs recording information. 5. The S1/4 cor of Section shown is missing a label and description. 6. As a minimum, the new division line will need to have corners shown and set in the field. 7. Per aerial images, it appears that there may be usage/trespass along the east line of the subject property. This should be shown and noted.

	8. The name of the Short Plat must be unique. 9. Include building offsets from property lines. (JT)
TRANSPORTATION CONCURRENCY	Not required for this project. (RC)
FLOOD	Parcel # 636636 is not mapped within a FEMA identified special flood hazard area (1% annual chance flood zone). Floodplain development permitting is not required for the proposed project. (SC)
WATER MITIGATION/ METERING	The following comments outline the requirements for legal availability of water and metering for the proposed short plat: The applicant must provide legal water availability for all new uses on the proposed lots of this project. Prior to final plat approval and recording, the following conditions shall be met: In accordance with KCC Chapter 13.35.027, the applicant shall provide one of the following documents before final plat approval: 1. A letter from a water purveyor stating that the purveyor has adequate water rights and will provide the necessary water for the new use; 2. An adequate water right for the proposed new use; or 3. A certificate of water budget neutrality from the Department of Ecology or other adequate interest in water rights from a water bank. All applicants for land divisions shall also submit information on "proximate parcels" held in "common ownership" as those terms are defined in WAC 173-539A-030 and otherwise demonstrate how the proposed new use will not violate RCW 90.44.050 as currently existing or hereafter amended. Failure to obtain mitigation before commencement of an activity requiring mitigation shall be a code violation subject to enforcement under Title 18 KCC. Final Plat Notes The following notes shall be placed on the face of the plat: C-1 "Metering is required for all new uses of domestic water for residential well connections and usage must be recorded in a manner consistent with Kittitas County Code Chapter 13.35.027 and Ecology regulations." C-2 "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.” (SC)
AIRPORT	Not within the Airport Overlay Zone. (RC)

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