



# KITITAS COUNTY

## DEPARTMENT OF PUBLIC WORKS

### MEMORANDUM

**TO:** All Staff  
**FROM:** Public Works Plan Review Team  
**DATE:** April 30, 2026  
**SUBJECT:** SE-26-00001 Easton Travel Center

<b>ACCESS</b>	<ol style="list-style-type: none"> <li>1. An approved access permit for commercial access shall be required from the Kittitas County Department of Public Works prior to creating any new driveway access or altering an existing access. Paved approach is required.</li> <li>2. Maintenance of driveway approaches shall be the responsibility of the owner whose property they serve. The County will not maintain accesses.</li> <li>3. 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)).</li> <li>4. KCC 12.04.04.070 Intersection traffic engineering analysis may be applicable for commercial access at west entrance for signage, striping and traffic channelization plan.</li> <li>5. KCC 12.04.07.050 Access Placement for commercial and industrial property.</li> <li>6. Any further subdivision or lots to be served by proposed access may result in further access requirements. See Kittitas County Road Standards.</li> </ol> <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>
<b>ENGINEERING</b>	<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>
<b>SURVEY</b>	<p>There are no survey comments regarding this application. (JT)</p>

<b>TRANSPORTATION CONCURRENCY</b>	Transportation Concurrency Management Application will be required for this project. Per KCC 12.04.02.090 concurrency applications are valid for up to four years. Previous concurrency permit was from 2019 and is no longer valid. The TIA provided is also dated from 2019 with an updated memo from 2023. (KAH)
<b>FLOOD</b>	Parcel #778834 is not within a FEMA identified special flood hazard area (1% annual chance flood zone). A floodplain development permit is not required for the project.  Note- the flood insurance rate map referenced in the SEPA checklist was superseded on 09/24/2021. Please see the attached FIRMette of the effective flood maps. (SC)
<b>WATER MITIGATION/ METERING</b>	No comments. (SC)
<b>AIRPORT</b>	Parcel 778834 is located within the Airport Overlay Zoning District for the Easton State Airport as identified in Kittitas County Code 17.58.040B. Compliance with this code section is necessary.  The applicant must notify the FAA of development. Submittal and approval of forms 7460-1 and 7460-2 are needed. These can be obtained at the <a href="http://oeaaa.faa.gov">oeaaa.faa.gov</a> website. (jf)

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