



**Thompson Accessory Dwelling Unit
File Number AU-25-00010
FINDINGS OF FACT, DECISION AND CONDITIONS OF APPROVAL**

I. General Information

Requested Action: The applicants have proposed the addition of an Accessory Dwelling Unit (ADU) to the existing on-site development. The ADU will have 750 sq. ft. of habitable space, as well as an attached deck with an area of 150 sq. ft. The property has an existing Single-Family Residence and associated non-residential structures and agricultural buildings. The subject property is zoned Agriculture-20. The subject property land use is Rural-Working.

Location: One tax parcel (#504434), located off Wilson Creek Road. Approximately 1.63 miles Northeast of Ellensburg, WA. In a portion of the NE ¼ of Section 19, Township 18, Range 19, W.M.; Kittitas County parcel map number 18-19-19010-0008.

Site Information:

Total Property Size: 4.00 acres
Number of existing lots: 1
Domestic Water: Existing On-Site Well
Existing Sewage Disposal: Existing On-Site Septic
Fire District: Kittitas Valley Fire & Rescue (Fire District #2)

Site Characteristics: The site consists of Agricultural land and an associated residence within an Agriculture-20 zoning designation. Wilson Creek, a mapped stream, is also present.

Surrounding Property:

North: Agriculture-20 zoned land with associated agricultural activity and low-density residential development. Wilson Creek, a mapped stream, runs through the general area.
South: Agriculture-20 zoned land with associated agricultural activity and low-density residential development. Wilson Creek, a mapped stream, runs through the general area.
East: Agriculture-20 zoned land with associated agricultural activity and low-density residential development. Wilson Creek, a mapped stream, runs through the general area.
West: Agriculture-20 zoned land with associated agricultural activity and low-density residential development. Wilson Creek, a mapped stream, runs through the general area.

Access: The project has existing access from Wilson Creek Road.

II. Administrative Review

Notice of Application: An ADU permit application was submitted to Kittitas County Community Development Services on December 5, 2025. The application was deemed complete on December 11,

2025. A Notice of Application for the Thompson ADU (AU-25-00010) was mailed to all federal, state, and local agencies/departments with potential interest in the proposal as well as to all adjacent landowners located within 500 feet of any portion of the boundary of the proposal's tax parcel on December 11, 2025. Notice was published in the Northern Kittitas County Tribune, the official newspaper of record for Kittitas County, and posted to the Kittitas County Website, all in conformance with the Kittitas County Project Permit Application Process (Title 15A).

III. Zoning and Development Standards

The purpose of the Agriculture-20 zone (A-20) is to preserve fertile farmland from encroachment by nonagricultural land uses; and protect the rights and traditions of those engaged in agriculture. The Thompson ADU is being proposed under KCC 17.08.022 and KCC 17.15, when the ADU is located outside an Urban Growth Area.

KCC 17.08.022 Accessory Dwelling Unit Review:

"Accessory dwelling unit" means a self-contained, secondary residential unit that is located on the same lot as the primary dwelling and provides independent living facilities for one household.

Staff Conclusions

The proposal, as conditioned, meets the requirements of KCC 17.08.022.

KCC 17.60B.050 Administrative Review

1. That the granting of the proposed administrative use permit approval will not:
 - a. Be detrimental to the public health, safety, and general welfare;
 - b. Adversely affect the established character of the surrounding vicinity and planned uses; nor
 - c. Be injurious to the uses, property, or improvements adjacent to, and in the vicinity of, the site upon which the proposed use is to be located.
2. That the granting of the proposed administrative use permit is consistent and compatible with the intent of goals, objectives and policies of the comprehensive plan, and any implementing regulation.
3. That all conditions necessary to mitigate the impacts of the proposed use are conditions that are measurable and can be monitored and enforced.
4. That the applicant has addressed all requirements for a specific use.

Staff Conclusions

The proposal 1a) is not detrimental to the public health, safety, and general welfare, 1b) the ADU will not adversely affect the established character of the surrounding vicinity and planned uses; nor 1c) be injurious to the uses, property, or improvements adjacent to, and in the vicinity of, the site upon which the proposed use is to be located, 2) is compatible with the intent of goals, objectives and policies of the comprehensive plan, and any implementing regulation, 3) the conditions necessary to mitigate the impacts of the proposed use are conditions that are measurable and can be monitored and enforced, 4) the applicant has addressed all requirements for a specific use. Staff finds the proposed ADU, as conditioned, consistent with the requirements of 17.60B.050.

KCC 17.15 Allowed Use Review: The planning official shall be vested with the responsibility of processing ADU applications. The county shall review and consider the proposed ADU regarding:

1. The parcel must be at least 3 acres in size;
2. Only one ADU shall be allowed per lot;
3. The ADU shall not exceed 1,500 square feet;
4. All setback requirements for the zone in which the ADU is located shall apply;

5. The ADU shall meet the applicable health department standards for potable water and sewage disposal, including providing adequate water supplies under RCW 19.27.097;
6. No mobile homes or recreational vehicles shall be allowed as an ADU;
7. The ADU shall provide additional off-street parking;
8. An ADU is not permitted on the same lot where a special care dwelling or an Accessory Living Quarters exists;
9. The ADU must share the same driveway as the primary dwelling;
10. ADUs shall be subject to obtaining an administrative permit.

Staff Conclusions

The proposal; 1) the parcel is 4.00 acres in size, 2) the parcel currently has no ADU on the property, 3) the ADU is less than 1,500 square feet, 4) the placement of the ADU meets the setback requirements of Agriculture-20 zoning, 5) the ADU meets the applicable health department standards for potable water and sewage disposal, including providing adequate water supplies under RCW 19.27.097, 6) the proposed ADU is not a mobile home or recreational vehicle, 7) the ADU has off-street parking 8) no accessory living quarter or special care dwelling exists, 9) the ADU shares the same driveway as the primary dwelling and 10) the ADU is subject to the administrative permit review process. Staff finds the proposed ADU, as conditioned, consistent with the requirements of 17.15.060.2.27.

IV. Environmental Review

Staff performed a critical area review and found the presence of Wilson Creek 131 feet away from the proposed development. The proposed development meets the required setback from Wilson Creek.

V. Agency and Public Comments

Applicable agencies, adjacent property owners, and interested parties have been given the opportunity to review this proposal. All comments are on file and available for public review.

Agency Comments:

The following agencies provided comments during the comment period: Kittitas County Public Works, Confederated Tribes of the Colville Reservation, Bonneville Power Administration, Yakama Nation, Washington State Dept. of Health – Office of Drinking Water, Kittitas County Public Health.

No public comments were received during the public comment period.

Comments are addressed below.

Kittitas County Public Works

KCPW provided comments related to access specifications, road standards, grading/filling, floodplain regulations, and water mitigation/metering.

Applicant Response: No Response.

Staff Response: Staff reaffirms requirements stated by KCPW and has conditioned this project upon successfully adhering to listed requirements.

Confederated Tribes of the Colville Reservation

CTCR provided comments stating that they request the applicants to prepare an Inadvertent Discovery Plan (IDP) prior to beginning ground-disturbing activities associated with this project.

Applicant Response: No Response.

Staff Response: As staff did not receive comments requesting an IDP from the Dept. of Archaeology and Historic Preservation, or any other tribes, staff has no further comment.

Bonneville Power Administration

BPA stated that they have no objections to the proposed project.

Applicant Response: No Response.

Staff Response: Due to the agency's lack of objections, staff has no further comment.

Yakama Nation

The Yakama Nation provided comments stating that no further investigation is warranted.

Applicant Response: No Response.

Staff Response: As the comments provided stated that the Yakama Nation does not have any concerns regarding this project, staff has no further response.

Washington State Dept. of Health – Office of Drinking Water

WSDOH provided comments regarding public water systems as they relate to various state laws. WSDOH further stated that they defer to Kittitas County Public Health regarding health concerns. WSDOH further explained how the facts stated by their agency are rooted in state laws as they pertain to this project.

Applicant Response: No Response.

Staff Response: Staff recognizes the regulations stated by WSDOH and has conditioned this project upon successfully adhering to all communicated requirements from health department authorities.

Kittitas County Public Health

KCPH provided comments pertaining to site evaluations and septic installation permit specifications as they relate to Accessory Dwelling Units. KCPH further stated other septic system requirements.

Applicant Response: No Response.

Staff Response: Staff recognizes the requirements set forth by KCPH and has conditioned this project upon successfully adhering to those requirements.

No public comments were received during the public comment period.

VI. Findings of Fact

1. **Requested Action:** The applicants have proposed the addition of an Accessory Dwelling Unit (ADU) to the existing property. The ADU will have 750 sq. ft. of habitable space, as well as an attached deck with an area of 150 sq. ft. The property has an existing single-family residence and

associated non-residential structures, and existing agricultural buildings. The subject property is zoned Agriculture-20. The subject property land use is Rural-Working.

2. Site Location: One tax parcel (#504434), located off Wilson Creek Road. Approximately 1.63 miles Northeast of Ellensburg, WA. In a portion of the NE ¼ of Section 19, Township 18, Range 19, W.M.; Kittitas County parcel map number 18-19-19010-0008.

3. Site Information:

Total Property Size:	4.00 acres
Number of existing lots:	1
Domestic Water:	Existing on-site well
Existing sewage Disposal:	Existing on-site septic
Fire District:	Kittitas Valley Fire & Rescue (Fire District #2)

Site Characteristics: The site consists of Agricultural land and an associated residence within an Agriculture-20 zoning designation. Wilson Creek, a mapped stream, is also present.

Surrounding Property:

North: Agriculture-20 zoned land with associated agricultural activity and low-density residential development. Wilson Creek, a mapped stream, runs through the general area.
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West: Agriculture-20 zoned land with associated agricultural activity and low-density residential development. Wilson Creek, a mapped stream, runs through the general area.

Access: The project has existing access from Wilson Creek Road.

4. The Comprehensive Plan land use designation is “Rural-Working”.
5. The subject property is zoned “Agriculture-20”.
6. An ADU permit application was submitted to Kittitas County Community Development Services on December 5, 2025. The application was deemed complete on December 11, 2025. A Notice of Application for the Thompson ADU (AU-25-00010) was mailed to all federal, state, and local agencies/departments with potential interest in the proposal as well as to all adjacent landowners located within 500 feet of any portion of the boundary of the proposal’s tax parcel on December 11, 2025. Notice was published in the Northern Kittitas County Tribune, the official newspaper of record for Kittitas County, and posted to the Kittitas County Website, all in conformance with the Kittitas County Project Permit Application Process (Title 15A).
7. The proposal is consistent with KCC 17.08.022 Accessory Dwelling Unit Review, KCC 17.60B.050 Administrative Review and KCC 17.15 Allowed Use Review. Staff finds that the proposed accessory dwelling unit is consistent with all applicable Washington State and Kittitas County code sections.
8. The following agencies provided comments during the comment period: Kittitas County Public

Works, Confederated Tribes of the Colville Reservation, Bonneville Power Administration, Yakama Nation, Washington State Dept. of Health – Office of Drinking Water, Kittitas County Public Health.

9. SEPA review was not required. This project is exempt under WAC 197-11-800 (6)(b). The proposed accessory dwelling unit is consistent with KCC Title 15.
10. The proposed accessory dwelling unit is consistent with KCC Title 17A Critical Areas as conditioned.
11. The proposed accessory dwelling unit is consistent with KCC 17.29 – Agriculture-20 Zone as conditioned.
12. The proposed accessory dwelling unit is consistent with KCC Title 14 Building and Construction as conditioned.
13. The proposed accessory dwelling unit is consistent with KCC 12 Roads and Bridges as conditioned.

VII. Conclusions

1. As conditioned, this proposal is consistent with applicable federal and state laws and regulations.
2. As conditioned the proposal is consistent with KCC 17.08.022 Accessory Dwelling Unit, KCC 17.60B.050 Administrative and KCC 17.15 Allowable Use.
3. As conditioned, the proposal is consistent with Kittitas County Code Title 17 Zoning, Title 17A Critical Areas, Title 14 Building Code, Title 13 Water and Sewers, Title 12 Roads and Bridges, and Title 20 Fire and Life Safety.

VIII. Decision and Conditions of Approval

Kittitas County Community Development Services grants *approval* of the Thompson accessory dwelling unit, AU-25-00010, based on the above staff analysis, findings of fact, and conclusions with the following conditions of approval.

Conditions of Approval:

- All new construction must meet the International Residential Code requirements.
- 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.
- Maintenance of driveway approaches shall be the responsibility of the owner whose property they serve. The county will not maintain accesses.
- This application is subject to the latest revision of the Kittitas County Road Standards. Any subdivision or lots to be served by access may result in further access

requirements.

- Except as exempted in Section 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).
- Applicant shall meet all local, state, and federal regulations.
- A portion of this property is within the 100-year floodplain. All activities within the floodplain must be permitted through the floodplain development permit process and follow the regulations within KCC 14.08.
- Per KCC 13.35.027, water mitigation and metering is required for the Accessory Dwelling Unit since it is a new use of ground water. Water mitigation certificate WM-25-00070 has been issued for this project.
- Development shall comply with KCC 17.15.060.2.27.
- Should ground disturbing or other activities related to the proposed project result in the inadvertent discovery of cultural or archaeological materials, work shall be stopped in the immediate area and contact be made with the Washington State Department of Archaeology and Historic Preservation (DAHP). Work shall remain suspended until the findings are assessed, and appropriate consultation is conducted. Should human remains be inadvertently discovered, as dictated by Washington State RCW 27.44.055, work shall be immediately halted in the area and contact made with the coroner and local law enforcement in the most expeditious manner possible.
- Per Kittitas County Public Health: Site evaluation and septic installation permit approval will be required for Accessory Dwelling Unit connection to current septic system or installation of separate individual septic system.

From these conclusions and findings, the proposed Accessory Dwelling Unit is approved with the above conditions. Kittitas County Code (Chapter 15A.07.010) stipulates that an appeal of this administrative land use decision must be filed within 10 (ten) working days by submitting specific factual objections and a fee of \$1670 to Kittitas County. The appeal deadline for this project is February 23, 2026, at 5:00p.m. Appeals submitted on or before February 23, 2026, shall be submitted to Kittitas County Community Development Services at 411 N Ruby St, Suite 2 Ellensburg, WA 98926.

Responsible Official



Zach Torrance-Smith

Title: Planner I

Address: Kittitas County Community Development Services
411 N. Ruby Street, Suite 2
Ellensburg, WA. 98926
Phone: (509) 962-7079

Date: February 2, 2026