

**Campbell Accessory Dwelling Unit
File Number AU-26-00003
FINDINGS OF FACT, DECISION AND CONDITIONS OF APPROVAL**

I. General Information

Requested Action: The applicants have requested a 944 square foot Accessory Dwelling Unit. The subject property is zoned Forest and Range and has a Rural Working land use designation.

Location: One tax parcel (#18655), located at 133 Ridge Road in Ellensburg, WA. Approximately 1.5 miles from the intersection of High Ranch Road and Weaver Road. Section 35, Township 18, Range 17; Kittitas County parcel map number 18-17-35050-0003.

Site Information:

Total Property Size:	3.71 acres
Number of existing lots:	1
Domestic Water:	Existing Individual Well
Sewage Disposal:	New or Expanded On-Site Septic
Fire District:	Kittitas Valley Fire and Rescue (Fire District 2)

Site Characteristics: The site is located in the Columbia Plateau ecoregion where natural and human-made elements interact with intermediate shrub-step.

Surrounding Property:

North:	Privately owned land primarily used for residential purposes.
South:	Privately owned land primarily used for residential purposes.
East:	Privately owned land primarily used for residential purposes.
West:	Privately owned land primarily used for residential purposes.

Access: The project has existing access off Ridge Road.

II. Administrative Review

Notice of Application: An ADU permit application was submitted to Kittitas County Community Development Services on March 30, 2026. The application was deemed complete on April 6, 2026. A Notice of Application for the Campbell ADU (AU-26-00003) 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 April 10, 2026. Notice was published in the Northern Kittitas 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 and intent of the forest and range zone is to provide for areas of Kittitas County wherein natural resource management is the highest priority and where the subdivision and development of lands for uses and activities incompatible with resource management are discouraged. The Campbell ADU is being proposed under KCC 17.08.022 and KCC 17.15.060.1(27).

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. Accessory dwelling units may be attached to the primary residence or detached.

Staff Conclusions

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

KCC 17.06B.050 Administrative Review

1. That the granting of the proposed administrative use permit approval will not:
 - a. Be detrimental to public health, safety, and general welfare;
 - b. Adversely affects 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 find the proposed ADU, as conditioned, consistent with the requirements of KCC 17.60B.050.

KCC 17.15.060.1(27) Allowed Use in Urban Lands 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. There shall be no more than two (2) ADUs on the 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 3.71 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 CA 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 is proposing to use the existing access associated with the accessory building on site 10) the ADU is subject to the administrative permit review process. Staff finds the proposed ADU, as conditioned, consistent with the requirements of KCC 17.15.060.1(27).

IV. Comprehensive Plan

The Kittitas County Comprehensive Plan establishes the following goals and policies to guide future housing development. These goals and policies were developed in response to identified needs within the county and support the County Wide Planning Policies.

H-G6: Provide a sufficient number of housing units for future population in rural areas of Kittitas County while maintaining environmental corridors and quality habitats.

Consistency Statement: *Allowing an additional dwelling on the subject parcel provides more housing opportunities in Kittitas County, while protecting sensitive environmental corridors and habitats. This area is already developed and the impacts to the environment are less than they would be for the applicants to build elsewhere.*

H-P8: Encourage home ownership within the community.

Consistency Statement: *Permitting ADUs supports homeownership in Kittitas County by providing an affordable alternative to purchasing land and building a new home. It allows homeowners to utilize existing developed land to create additional housing opportunities, reducing the need to rent.*

Staff Conclusion: The applicants are proposing the creation of an ADU within the regulations put forth by Kittitas County Code. By approving the construction of the accessory dwelling unit, Kittitas County is demonstrating its commitment to preserving and protecting resource lands while promoting affordable housing options.

V. Environmental Review

The parcel is located within a Fish and Wildlife Habitat Conservation Area. Shrub steppe and elk winter range priority habitats are found on this parcel, both of which are considered a habitat conservation area.

A fish and wildlife habitat conservation area may be altered only if the proposed alteration of the habitat and/or any required compensatory mitigation does not degrade the functions and values of the habitat. The applicants and staff met with the Department of Fish and Wildlife on Wednesday May 29, 2026, to discuss compensatory mitigation measures. The applicant was provided with information about the amount and type of plant species that Fish and Wildlife recommends be planted in order to offset the disturbance caused by the proposed ADUs footprint.

VI. 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: Washington State Department of Health, Kittitas County Public Works, Yakama Nation Fisheries, Confederated Tribes of the Colville Reservation, Kittitas County Public Health, and Washington State Department of Fish and Wildlife. Comments are addressed below.

Washington State Department of Health

The Department of Health Office of Drinking Water provided the following comments:

- The application indicates that they will be part of a Group B public water system – what is the name and ID number for the Group B water system?
- As part of a Group B public water system, the “ADU” is an additional connection, so the existing home and the “ADU” will constitute two (2) connections.
- As a Group B public water system, Kittitas County Health has exclusive authority.

Applicant Response: No response.

Staff Response: Because the comments provided confirm that the DOH does not have concerns regarding this project, staff have no further comment.

Health Kittitas County Public Works

Access:

- Issued Access and Address Permit on file (AA-26-00018) conditions of permit and inspection required prior to occupancy.
- An approved Access Permit shall be required from the Kittitas County Department of Public works prior to creating any new driveway access or altering existing access.
- Maintenance of driveway approaches shall be the responsibility of the owner whose property they serve. The County will not maintain access.
- KCC Title 12.04.07.060 requires a minimum 30’ easement for a shared residential driveway.
- 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.

Engineering:

- An Issued grading permit is on file (GP-26-00002)
- The conditions of approval outline the process if any changes to plans occur.
- Once the project is completed, schedule an inspection to close out the permit.

Flood

- Parcel #18655 is not mapped within a FEMA identified special flood hazard area (100-year floodplain). A floodplain development permit is not required for the project.

Water Mitigation/Metering

- The proposed ADU requires water mitigation and metering per KCC 13.35.027 since it is a new use of groundwater. Public Works has issued a water mitigation certificate for the project, WM-26-00013. The water meter must be installed and inspected prior to building final.

Applicant Response: No response.

Staff Response: Staff recognize the requirements set forth by KCPW and shall condition approval upon remaining in compliance with these requirements.

Yakama Nation Fisheries

Yakama Nation Fisheries state the project review didn't yield any new information that would require further investigation of the potential impacts on Archaeological/Cultural Resources.

Applicant Response: No response.

Staff Response: Because the comments provided confirm that Yakama Nation Fisheries does not have concerns regarding this project, staff have no further comment

Confederated Tribes of the Colville Reservation

The Confederated Tribes of the Colville Reservation have no major concerns for the project's potential to impact cultural resources. While still within areas of usual and accustomed use, they note that this area falls outside of the area delineated by the Colville Business Council as the traditional territory of the tribes which compose the Confederated Tribes of the Colville Reservation. As such, they recognize that there may be other interested parties, particularly tribal partners, who have more immediate concerns for the potential effects of this undertaking to resources of historic, cultural, or religious significance. They will defer to their concerns and opinions with regards to this undertaking.

Applicant Response: No response.

Staff Response: Because the comments provided confirm that the Confederated Tribes of the Colville Reservation does not have concerns regarding this project, staff have no further comment

Kittitas County Public Health

Drinking Water

- All prerequisites for the Group B expansion have been satisfied. KCPHD has no additional requirements regarding drinking water at this time.

Wastewater

- A review of the original septic design may be necessary to ensure it is sufficient for the proposed project. Please contact KCPHD with any questions regarding these requirements.

Applicant Response: No response.

Staff Response: Staff recognize the requirements set forth by KCPH and shall condition approval upon remaining in compliance with these requirements.

Washington State Department of Fish and Wildlife

The parcel proposed for this DADU contains shrub steppe habitat, elk winter range, and is located within a Biodiversity Area and Corridor (BAC) as identified in WDFW's Priority Habitats and Species (PHS) program and are designated Fish and Wildlife Habitat Conservation Areas under Kittitas County's Critical Areas Ordinance (KCC 17A.04).

To further understand the impacts to critical areas, particularly shrub steppe habitat, WDFW requests a site visit with the applicant and the County. A mitigation, monitoring, and restoration plan should be prepared in consultation with WDFW as a condition of approval.

Applicant Response: Applicant requested clarification on cultural resource survey requirements.

Staff Response: Staff recognize the recommendations set forth by WDFW and shall condition approval upon those recommendations.

VII. Findings of Fact

1. **Requested Action:** The applicants have requested a 944 square foot Accessory Dwelling Unit. The subject property is zoned Forest and Range and has a Rural Working land use designation.

2. Site Location: One tax parcel (#18655), located at 133 Ridge Road in Ellensburg, WA. Approximately 1.5 miles from the intersection of High Ranch Road and Weaver Road. Section 35, Township 18, Range 17; Kittitas County parcel map number 18-17-35050-0003.
3. Site Information:

Total Property Size:	3.71 acres
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Fire District:	Kittitas Valley Fire and Rescue (Fire District 2)
4. Site Characteristics: The site is located in the Columbia Plateau ecoregion where natural and human-made elements interact with intermediate shrub-step.
5. Surrounding Property:

North:	Privately owned land primarily used for residential purposes.
South:	Privately owned land primarily used for residential purposes.
East:	Privately owned land primarily used for residential purposes.
West:	Privately owned land primarily used for residential purposes.
6. Access : The project has existing access off Ridge Road.
7. The Comprehensive Plan land use designation is “Rural Working”.
8. The subject property is zoned “Forest and Range”.
9. An ADU permit application was submitted to Kittitas County Community Development Services on March 30, 2026. The application was deemed complete on April 6, 2026. A Notice of Application for the Campbell ADU (AU-26-00003) 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 April 10, 2026. Notice was published in the Northern Kittitas 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).
10. The proposal is consistent with KCC 17.08.022 Accessory Dwelling Unit Review, KCC 17.06B.050 Administrative Review and KCC 17.15.060.1(27) Allowed Uses in Rural Non-LAMIRD Lands. Staff find that the proposed accessory dwelling unit is consistent with all applicable Washington State and Kittitas County code sections.
11. The following agencies provided comments during the comment period: Washington State Department of Health, Kittitas County Public Works, Yakama Nation Fisheries, Confederated Tribes of the Colville Reservation, Kittitas County Public Health, and Washington State Department of Fish and Wildlife.
12. 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.
13. The proposed accessory dwelling unit is consistent with KCC Title 17A Critical Areas as conditioned.
14. The proposed accessory dwelling unit is consistent with KCC 17.56 – Forest and Range Zone as conditioned.
15. The proposed accessory dwelling unit is consistent with KCC Title 14 Building and Construction as conditioned.

VIII. 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 17.06B.050 Administrative and KCC 17.15.060.1.27 Allowable Use in Rural Non-LAMIRD lands.
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.

IX. Decision and Conditions of Approval

Kittitas County Community Development Services grants *approval* of the Campbell accessory dwelling unit, AU-26-00003, 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.
- This application is subject to the latest revision of the Kittitas County Road Standards.
- Development shall comply with KCC 17.15.060.1.27 Accessory Dwelling Unit requirements.
- The applicant shall meet all local, state, and federal regulations.
- The applicant shall install the water meter and have it inspected prior to building permit final.
- The final grading inspection shall be completed once the building permit is finalized.
- The applicant shall complete a review of the original septic design to ensure it is sufficient for the project through the Department of Public Health prior to building final.
- The applicant shall submit a restoration site plan to Kittitas County Community Development Services showing proposed planting locations and plant types to mitigate impacts from loss of vegetation due to ground disturbing activities in the footprint of the proposed building, prior to building permit final.
- This approval shall expire three (3) years after the decision date if no substantial construction has taken place or an extension has not been applied for under KCC 17.60B.100.

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 June 11, 2026, at 5:00p.m. Appeals submitted on or before June 11, 2026, shall be submitted to Kittitas County Community Development Services at 411 N Ruby St, Suite 2 Ellensburg, WA 98926.

Responsible Official



Ellie Myers

Title: Planner I

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411 N. Ruby Street, Suite 2
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Date: May 22, 2026