

KITTITAS COUNTY COMMUNITY DEVELOPMENT SERVICES

411 N. Ruby St., Suite 2, Ellensburg, WA 98926

CDS@CO.KITTITAS.WA.US

Office (509) 962-7506

Fax (509) 962-7682

April 18, 2008

Cruse & Associates
PO Box 959
Ellensburg, WA 98926

RE: Charlton Segregation (SEG-07-121)

Dear Chuck,

Community Development Services is in receipt of the above referenced application. The application has been deemed complete and **final approval** is hereby granted. All conditions of the preliminary approval have been met and I will forward the complete documents to the assessor's office to be updated.

If you have any questions please do not hesitate to contact our office.

Sincerely,

Mackenzie Moynihan
Staff Planner

DARRYL PIERCY, DIRECTOR

ALLISON KIMBALL, ASSISTANT DIRECTOR

COMMUNITY PLANNING • BUILDING INSPECTION • PLAN REVIEW • ADMINISTRATION • PERMIT SERVICES • CODE ENFORCEMENT • FIRE INVESTIGATION

FEES: \$425 Adm. Alternative Segregation per page
 \$100 Major Boundary Line Adjustment per page
 \$50 Minor Boundary Line Adjustment per page
 \$50 Combination

KITTITAS COUNTY
 ELLENSBURG, WA 98926

Assessor's Office
 County Courthouse Rm. 101

Planning Department
 County Courthouse Rm. 182

AUG 03 2007

Treasurer's Office
 County Courthouse Rm. 102

REQUEST for PARCEL SEGREGATION and BOUNDARY LINE ADJUSTMENTS

Must be signed by the County Community Planning Department and Treasurer's Office. It will not be accepted by the Assessor's Office until fully completed.

Charlton Co Course Assoc.
 Applicant's Name
Elensburg
 City

PO Box 959
 Address
WA 98926
 State, Zip Code
9162-8242
 Phone (Work)

Original Parcel Number(s) & Acreage (1 parcel number per line)	Action Requested	New Acreage (Survey Vol. _____, Pg _____)
<u>18-19-35000-0004</u> <u>166.5 AC</u>	<input checked="" type="checkbox"/> SEGREGATED INTO <u>8</u> LOTS	<u>7-20 AC parcels and</u> <u>26.5 AC</u>
_____	<input type="checkbox"/> "SEGREGATED" FOR MORTGAGE PURPOSES ONLY	_____
_____	<input type="checkbox"/> SEGREGATED FOREST IMPROVEMENT SITE	_____
_____	<input type="checkbox"/> ELIMINATE (SEGREGATE) MORTGAGE PURPOSE ONLY PARCEL	_____
_____	<input type="checkbox"/> BOUNDARY LINE ADJUSTMENT BETWEEN PROPERTY OWNERS	_____
_____	<input type="checkbox"/> BOUNDARY LINE ADJUSTMENT BETWEEN PROPERTIES IN SAME OWNERSHIP	_____
_____	<input type="checkbox"/> COMBINED AT OWNERS REQUEST	_____

Applicant is: Owner Purchaser Lessee Other
Mark Charlton
 Owner Signature Required _____ Other _____

Treasurer's Office Review

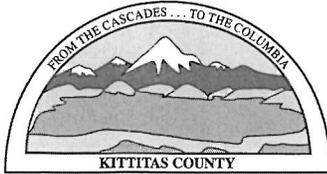
Tax Status: 2008 Taxes Paid
 By: [Signature]
 Kittitas County Treasurer's Office
 Date: 4-18-08

Planning Department Review

- This segregation meets the requirements for observance of intervening ownership.
- This segregation does meet Kittitas County Code Subdivision Regulations (Ch. 16.04 Sec. _____)
- This segregation does meet Kittitas County Code Subdivision Regulations (Ch. 16.04.020 (5) BLA's) Deed Recording Vol. _____ Page _____ Date _____ **Survey Required: Yes _____ No _____
- This "segregation" is for Mortgage Purposes Only/Forest Improvement Site. "Segregated" lot shall not be considered a separate salable lot and must go through applicable short subdivision process in order to make a separately salable lot. (Page 2 required)

Card #: _____ Parcel Creation Date: _____
 Last Split Date: N/A Current Zoning District: Com Ag
 Review Date: 9/07 By: [Signature]
 **Survey Approved: 3/24/08 By: [Signature]

Notice: Kittitas County does not guarantee a building site, legal access, available water, or septic areas for parcels receiving approval for BLA's or segregation. Please allow 3-4 weeks for processing.



KITTITAS COUNTY
DEPARTMENT OF PUBLIC WORKS

MEMORANDUM

TO: Mackenzie Moynihan, Community Development Services
FROM: Christina Wollman, Planner II *CW*
DATE: March 24, 2008
SUBJECT: Charlton SEG-07-121. 18-19-35000-0004.

RECEIVED
MAR 26 2008
KITTITAS COUNTY
CDS

Our department has reviewed the Request for Parcel Segregation Application and finds that it meets current Kittitas County Road Standards.

Our department recommends Final Approval with the following conditions:

1. Private Road Certification: Private roads serving any of the lots within this development shall be inspected and certified by a licensed professional engineer for conformance with current Kittitas County Road Standards, 9/6/05 edition. Kittitas County Public Works shall require this road certification to be completed prior to the issuance of a building permit for any of the structures within the proposed plat.
2. Private Road Improvements: Access from Fairview Road to the cul-de-sac shall be constructed as a Low-Density Private Road. See Kittitas County Road Standards, 9/6/05 edition.
 - a. Access easements shall be a minimum of 60' wide. The roadway shall have a minimum width of 20', with 1' shoulders, for a total width of 22'.
 - b. Minimum centerline radius will be 60'.
 - c. The surface requirement is for a minimum gravel surface depth of 6".
 - d. Maximum grade is 12%.
 - e. Stopping site distance, reference AASHTO.
 - f. Entering site distance, reference AASHTO.
 - g. Maintenance of driveway approaches shall be the responsibility of the owner whose property they serve. The County will not maintain accesses.
 - h. Any further subdivision or lots to be served by proposed access may result in further access requirements.
 - i. All roads located within this development or roads that provide access to this development shall be constructed to current county road standards unless any other maintenance agreements, forest service road easements or state easements require higher road standards. The higher of the road standards shall apply.

- j. All easements shall provide for AASHTO radius at the intersection of county road.
- k. A paved apron shall be constructed at the intersection of the proposed private intersection and the county road right of way.
- 3. Cul-de-Sac: A cul-de-sac turn-around having an outside right-of-way easement diameter of at least 110 feet shall be constructed at the closed end of all dead-end roads serving 3 or more lots. The driving surface shall be at least 96 feet in diameter. Cul-de-sacs must also conform to the requirements specified by the 2006 International Fire Code. Contact the Fire Marshal regarding any additional cul-de-sac requirements.
- 4. Lot 2 and Lot 3 Access: Access to Lots 2 and 3 shall be from the 60' Easement R. The Affidavit of Minor Correction of Survey AFN 200803200064 clarifies that Easement R is 20' in width.

Joint-Use Driveway: A joint-use access shall serve no more than two tax parcels. See Kittitas County Road Standards, 9/6/05 edition.

- a. Access easements shall be a minimum of 20' wide. The roadway width shall have a minimum width of 12'.
- b. The surface requirement is for a minimum gravel surface depth of 6".
- c. Maintenance of driveway approaches shall be the responsibility of the owner whose property they serve. The County will not maintain accesses.
- d. Any further subdivision or lots to be served by proposed access may result in further access requirements.

Single-Use Driveway: A single-use access shall serve no more than one lot. See Kittitas County Road Standards, 9/6/05 edition.

- a. The roadway shall be a minimum of 8' wide with gravel surface.
 - b. Maintenance of driveway approaches shall be the responsibility of the owner whose property they serve. The County will not maintain accesses.
 - c. Any further subdivision or lots to be served by proposed access may result in further access requirements.
- 5. Private Road Maintenance Agreement: The applicant shall meet all applicable conditions of any pre-established or required Private Road Maintenance Agreements.
 - 6. Lot Closure: It is the responsibility of the Professional Licensed Surveyor (PLS) to ensure the lot closures are correct and accurate.
 - 7. Access Permit: An approved access permit shall be required from the Department of Public Works prior to creating any new driveway access or performing work within the county road right of way.

9. Addressing: Contact the Kittitas County Rural Addressing Coordinator at (509) 962-7523 to obtain addresses prior to obtaining a building permit. A parcel cannot receive a building permit or utilities until such parcel is identified with a 911 address.
10. Fire Protection: Contact the Kittitas County Fire Marshal regarding any additional access requirements for Emergency Response.
11. Mailbox Placement: Mailboxes must be approved by U.S. Postal Service. Mailbox locations are site specific. The U.S. Postal Service requires that private roads with 6 or more residences install USPS approved Cluster Box Units (CBUs) at a safe location at the mouth of the private road. Contact your local Post Office for location and additional design requirements before beginning construction.

Current Kittitas County Road Standards, as adopted 9/6/05.

Chapter 12 – PRIVATE ROADS

12.12.010 General

Private roads shall meet the following conditions:

1. Private roads shall meet the minimum access requirements of the International Fire Code as adopted by the County, and
2. Shall be designed and constructed in conformance with AASHTO Guidelines for Geometric Design of Very Low-Volume Local Roads (ADT < 400) 2001, as now exists or hereafter amended, and
3. Shall be inspected and certified by a licensed professional engineer for conformance with the above referenced standards. In the alternative, an applicant may request the private roadway to be inspected and subject to the approval of the Public Works Director. If certification by the public Works Director/County Engineer is desired, submission of road plans and necessary testing documentation that confirms compliance with Kittitas County Road Standards is required, and services will be performed on a reimbursable basis, and
4. Permanently established by an easement recorded with the Kittitas County Auditor or right-of-way, providing legal access to each affected lot, dwelling unit, or business, and
5. Will not result in land locking of existing or proposed parcels, and
6. Maintained by the developer or legally responsible owner or homeowners' association or other legal entity made up of all benefited property owners, under the provisions of an acceptable and recorded "Private Road Maintenance Agreement", and
7. Clearly described on the face of the plat, short plat, or other development authorization and clearly signed at street location as a private street or road, for the maintenance of which Kittitas County is not responsible and a disclosure statement of the same is filed with the County Auditor, and
8. The following note shall be placed on the face of the plat, short plat, or other development authorization:

"Kittitas County will not accept private roads for maintenance as public streets or roads until such streets or roads are brought into conformance with current County Road Standards. This requirement will include the hard surface paving of any street or road surfaced originally with gravel."

Please let me know if you have any questions or need further information.

RECEIVED

MAR 26 2008

KITTITAS COUNTY
CDS

03/20/2008 03:35:21 PM V: 34 P: 238 200803200064

\$108.00
Survey CRUSE ASSOC
Kittitas County Auditor

Page 1 of 1



AFFIDAVIT OF MINOR CORRECTION OF SURVEY

GRANTOR/SURVEYOR: Cruse & Associates, PLLC GRANTEE: PUBLIC

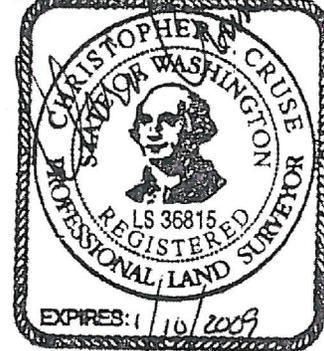
LEGAL DESCRIPTION: T 16 N R 19 (W/E) SEC. 35 WM SW 1/4 NW 1/4,

Gov. Lot, DLC, HES, Plat or other: Boundary Survey

I, Christopher C. Cruse, being first duly sworn on an oath, depose and say that I am a Professional Land Surveyor, that I made a survey of land for Mark Charlton which document was recorded on the 5th day of March, 2008, in book 34 on page(s) 226-7, Recording Number 200803050006, Records of Kittitas County Auditor's Office, Ellensburg, Washington, said document being a Record of Survey (Record of Survey, Plat, Short Plat, Binding Site Plan, Boundary Line Adjustment, Condominium, Large Lot Division). That there being a minor survey, spelling, mathematical or drafting error, or omitted signature which does not in any way materially subvert the approval of the original document by changing lot areas so as to effect zoning approvals, easements, conditions of approval or access roadways, the affiant approves the following change to the aforementioned recordings as follows:

Easement R that affects Parcels 1, 2, 3 and 4 is incorrectly labeled 60' and should be labeled 20' Easement R

Surveyor Seal:

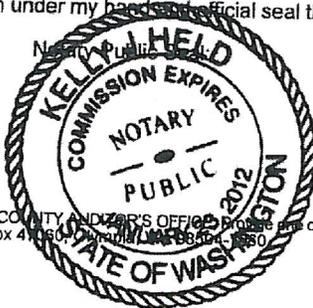


Chris Cruse 3/20/2008
Professional Land Surveyor
PLS # 36815
License Number

STATE OF WASHINGTON,
County of KITTITAS }

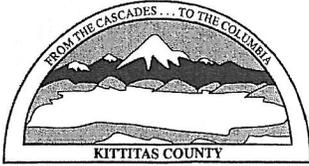
On this day personally appeared before me Chris Cruse, to me known to be the individual/corporation described in and who executed the within and foregoing instrument and acknowledged to me that (he/she) he signed the same as (his/her) his free and voluntary act and deed for the purposes therein mentioned.

Given under my hand and official seal this 20 day of March, 2008



Kelly J. Held
Notary Public in and for the State of Washington
residing at Ellensburg

NOTE: COUNTY AUDITOR'S OFFICE: Please send copy per WAC 332-130-050(3)(e) to the Wash. State Dept. of Natural Resources, Public Land Survey Office, P.O. Box 4160, Olympia, WA 98511-0160



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September 28, 2007

Cruse & Associates
PO Box 959
Ellensburg, WA 98926

RE: Charlton Segregation (SEG-07-121)

Dear Chuck,

Community Development Services is in receipt of the above referenced application. The application has been deemed complete and **preliminary approval** is hereby granted. Pursuant to Kittitas County Subdivision Code Chapter 16, please note the following items must be completed prior to final approval of the administrative segregation and must be submitted to our office for review:

1. The proposed access with appropriate easement(s) shall be shown and shall conform to applicable Kittitas County Road Standards.
2. A revised legal description that describes the final configuration of the subject property shall be required.
3. Full year's taxes for 2007 need to be paid for all tax parcel numbers per requirement of the Kittitas County Treasurer's Office.
4. Please refer to the attached Kittitas County Public Works Memo for information regarding additional requirements.

If you have any questions please do not hesitate to contact our office.

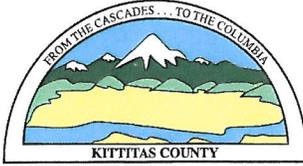
Sincerely,

Mackenzie Moynihan
Staff Planner

DARRYL PIERCY, DIRECTOR

ALLISON KIMBALL, ASSISTANT DIRECTOR

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September 28, 2007

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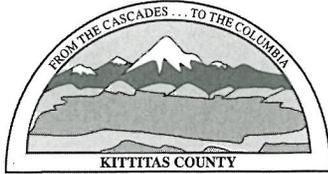
Sincerely,

Mackenzie Moynihan
Staff Planner

DARRYL PIERCY, DIRECTOR

ALLISON KIMBALL, ASSISTANT DIRECTOR

COMMUNITY PLANNING • BUILDING INSPECTION • PLAN REVIEW • ADMINISTRATION • PERMIT SERVICES • CODE ENFORCEMENT • FIRE INVESTIGATION



KITTITAS COUNTY
DEPARTMENT OF PUBLIC WORKS

MEMORANDUM

TO: Community Development Services
FROM: Christina Wollman, Planner II *cw*
DATE: August 13, 2007
SUBJECT: Charlton SEG-07-121. 18-19-35000-0004.



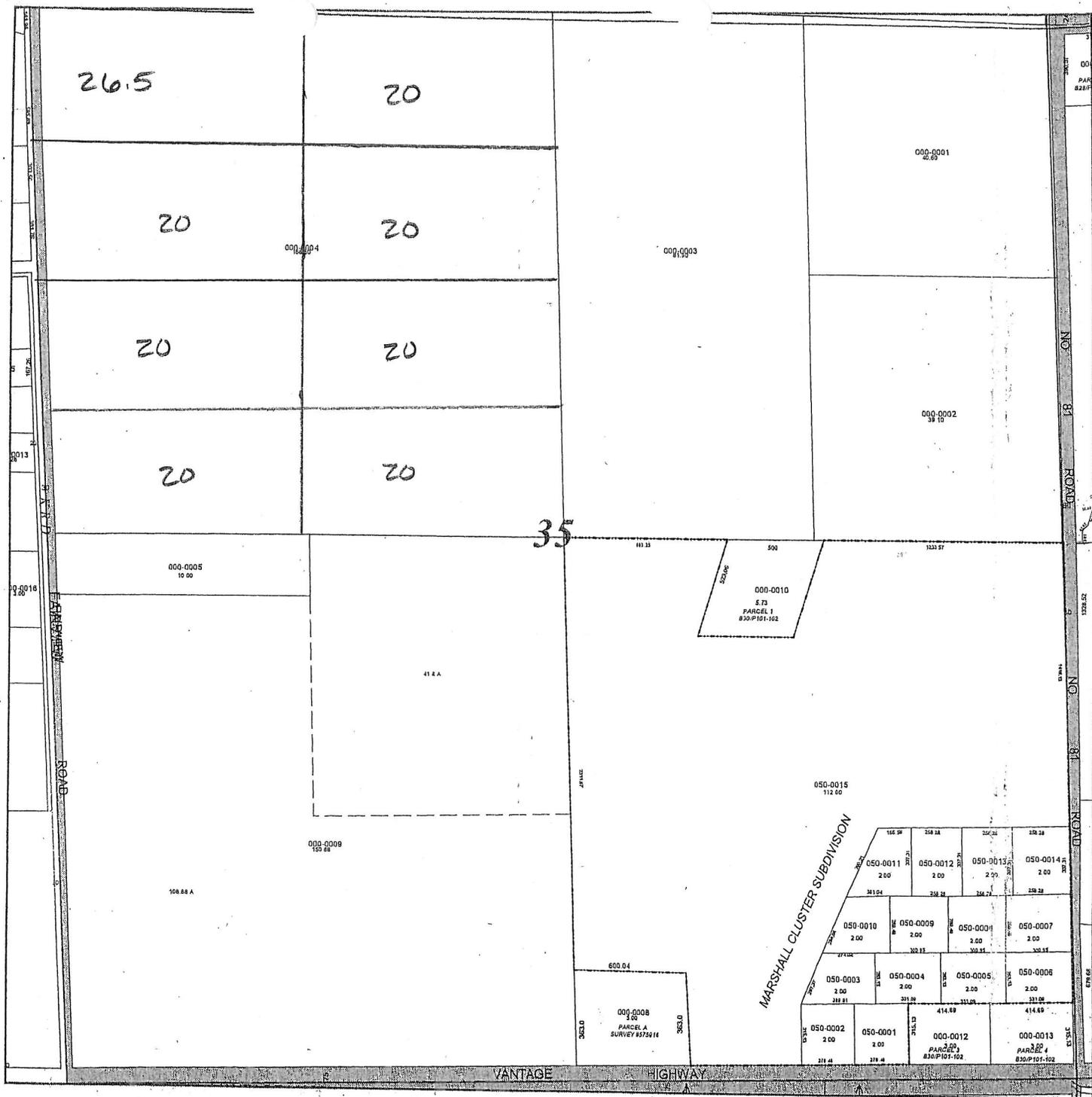
The Public Works Department has reviewed the Request for Parcel Segregation Application. In order to ensure that it meets current Kittitas County Road Standards, the applicant needs to provide the following prior to final approval:

1. The proposed access with appropriate easement(s) shall be shown and shall conform to applicable Kittitas County Road Standards.
2. A revised legal description that describes the final configuration of the subject property shall be required.

The applicant needs to be aware of the following:

- a. An approved access permit shall be required from the Kittitas County Department of Public Works prior to creating any new driveway access or performing any work within the county road right of way.
- b. Maintenance of driveway approaches shall be the responsibility of the owner whose property they serve. The County will not maintain accesses.
- c. Any further subdivision or lots to be served by proposed access may result in further access requirements. See Kittitas County Road Standards.
- d. All roads located within this development or roads that provide access to this development shall be constructed to current county road standards unless any other maintenance agreements, forest service road easements or state easements require higher road standards. The higher of the road standards shall apply.
- e. Evidence of existing access and/or evidence of access to be created should be confirmed prior to sale of property.
- f. Access is not guaranteed to any existing or created parcel on this application.

In addition to the above-mentioned conditions, all applicable Kittitas County Road Standards apply to this proposal. Please let me know if you have any questions or need further information.



Township: 18 Range: 19 Section: 35

ParcelView 4.0.1

Copyright (C) 2002 Kittitas County
 Kittitas County Assessor's Office
 205 W. 5th, Courthouse Room 101
 Ellensburg, WA 98926
 (509)962-7501
 Data Set: 1/17/2006 9:05:04 PM



This Map is maintained only as an aid in the appraisal and assessment of real property. The County Assessors Office does not warrant its accuracy.

Copied
to
PW
8/10/07

KITITAS COUNTY CDS

411 N. Ruby Suite #2
ELLENSBURG, WA 98926

CRB 111-3

CASH RECEIPT

Date 8-3-07 052793

Received From ORISC ASSOC

Address 217 E 4th Ave
Elleensburg WA 98926 Dollars \$ 425

For train seg App - Charlton

ACCOUNT		HOW PAID	
AMT. OF ACCOUNT		CASH	
AMT. PAID	<u>425</u>	CHECK	<u>425</u>
BALANCE DUE		MONEY ORDER <input type="checkbox"/>	
		CREDIT CARD <input type="checkbox"/>	

18-19-35000-0004

By KCD