

**Washington State  
Department of Transportation****Lynn Peterson**  
Secretary of Transportation**South Central Region**  
2809 Rudkin Road  
Union Gap, WA 98903-1648(509) 577-1600 / FAX: (509) 577-1603  
TTY: 1-800-833-6388  
www.wsdot.wa.gov

March 31, 2015

Kittitas County - Community Development Services  
411 N. Ruby St., Suite 2  
Ellensburg, WA 98926

Attention: Jeff Watson, Staff Planner

Subject: CU-14-00004 McIntosh Small Scale Event Facility  
US 97 milepost 138.89 right

We have reviewed the proposed project and have the following comments.

- The event facility is adjacent to State Highway 97 (US 97). US 97 is a Class 1 access managed highway with a posted speed limit of 65 miles per hour. The property has an existing permitted commercial approach at milepost 138.89 Right. The proponent has indicated that each event may generate 50-75 new trips. The proposed change in use for the subject property does not warrant further upgrades to the existing approach. However, the conditions of this approach permit allow up to 100 daily trips. If the number of daily trips crosses this threshold, as allowed within Kittitas County guidelines, the applicant is required to upgrade the permit to a Category II – Minor Connection. The fee for a Category II connection is \$1,000, which allows up to 1,000 daily trips. No new approaches to US 97 will be allowed. The property owner is required to contact Mark Kaiser at 509-577-1668 to update the permit if the threshold is exceeded.
- The County should require the proponent to provide obstruction-free ingress/egress for two-way traffic beyond the approach to prevent vehicles from backing up onto US 97 while entering the facilities during events. WSDOT highly encourages the County to require the use of on-site signage and parking attendants to manage the entering vehicles. If events cause vehicles to back up onto US 97, WSDOT will require the proponent to construct a right turn lane at the proponent's expense.
- Parking will not be permitted within WSDOT right-of-way. Appropriate on-site parking provisions are required during events. The decommissioned roadbed lying parallel to US 97 on the east side of the highway is within WSDOT right-of-way.
- Any outdoor signing proposed as part of this project must be placed on the subject property and not within WSDOT right-of-way.

Thank you for the opportunity to review and comment on this proposal. If you have any questions regarding our comments, please contact Rick Holmstrom at (509) 577-1633.

Sincerely,

Paul Gonseth, P.E.  
Planning EngineerPG: rh/mls  
cc: File #2, US 97  
Christina Wollman, Kittitas County  
Terry Kukes, Area 1 Maintenance Superintendent  
p:\planning\devrev\KittCo\_McIntosh Event Facility.docx

**Jeff Watson**

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**From:** Christina Wollman  
**Sent:** Tuesday, March 31, 2015 4:17 PM  
**To:** 'Holmstrom, Rick'; Jeff Watson  
**Cc:** Seaward, Mike; Gonseth, Paul  
**Subject:** CU-14-00004 McIntosh Request for More Info

Jeff,

Per KCC 12.10, Public Works is required to issue a transportation concurrency determination prior to issuance of the SEPA determination and prior to giving the Hearings Examiner a staff report. In a situation such as this where the majority of transportation impacts are a state highway, we require concurrence from WSDOT that the project creates no impact and no mitigation is required.

For this project, the applicant provided different information on the transportation concurrency application than what was provided in the CUP application. There has been documented discussion over the inability to accurately measure the traffic impacts when the true nature of the proposed project is unknown.

It is my understanding that the comments provided by WSDOT address only the impacts for activities stated in the CUP application and not the additional activities that were noted in the transportation concurrency application. A phone call to Rick Holmstrom this afternoon confirmed my understanding. I am unable to issue the transportation concurrency determination without concurrence from WSDOT that no traffic impacts exist.

I request clarification of the proposed activities to be held on the property, so that WSDOT can accurately review the project for impacts, and so that I can issue the transportation concurrency determination.

Thank you,

*Christina Wollman, AICP CFM*

Planner III | Floodplain Manager  
[p] 509.962.7051 | [f] 509.962.7663

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message id: 38eb45916c6dcbdac24bb8719d004a14



## Memo

**To:** Jeff Watson, CDS

**From:** Holly Myers, Environmental Health Supervisor

**Date:** March 27, 2015

**RE:** CU-14-00004 McIntosh

Regarding the Conditional Use permit for McIntosh Party Barn, please attach the following comments:

### WATER:

It is our understanding from application documents that the project intends to use:

- The existing water system as a water source; requiring DOH approval for a Group A transient-non-community public water system.
- The first step in approval for a public water system is to schedule a well site inspection by contacting KCPHD at (509)962-7515.

### SEWER:

Applicant has an onsite septic system capable of handling 480 gpd. Based on this capacity, the applicant must provide additional portable toilets and hand washing stations if the capacity is greater than 150 guests at the facility. This requirement holds true even with the additional proposed restroom facilities since the additional facilities will not add capacity to the onsite system.



**Jeff Watson**

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**From:** Michael Flory  
**Sent:** Friday, March 27, 2015 3:02 PM  
**To:** Jeff Watson  
**Cc:** Brenda Larsen; Lisa Iammarino  
**Subject:** CU-14-00004 Comments  
**Attachments:** CU-14-00004 McIntosh Comments.doc; doc04532920150327131125.pdf

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

March 27, 2015

Jeff Watson  
Staff Planner  
Kittitas County Community Development Services  
411 No Ruby Street, Suite 2  
Ellensburg WA 98926

RE: McIntosh CUP (CU-14-00004)

Dear Mr. Watson,

Thank you for the opportunity to comment on the above listed Conditional Use Permit Application.

After review of the CUP application, and meeting with the applicant on 3/26/15, I have the following comments:

1. The existing building was submitted for permit as a private craft room/workshop building permit number BP-13-00339 and is classified as a Type VB Occupancy U. This is consistent with private garages, workshops, and storage buildings, etc. This structure cannot be used for commercial purposes such as the applicant has stated the intended nature of the CUP for hosting weddings and other parties without further permitting and retro-fit of fire and life safety code standards for an A Occupancy. Bathrooms, exits, Accessibility and other code requirements are necessary prior to use of the building for the applicants intended use.
2. The intended Occupancy of the building could fit an A-2 Occupancy (Banquet Hall) where food and drink consumption occurs, thus requiring fire sprinklers with occupant load of over 100 persons. If the applicant can provide justification to classify the building as an A-3 Occupancy (Community Hall) then the occupant load may be up to 300 without fire sprinklers.
3. It is unclear how many persons the applicant wishes to have in attendance and the occupant load and specific uses determine the code requirements for this building and facility. We ask that the applicant provide a detailed description of use(s) of the building and property and the types of events whether they are indoors, outdoors, or both to be held on the property.
4. The applicant has several code violations on this property already and has demonstrated the propensity to continue to use and occupy this structure and others without proper permits and fire, life-safety conditions.
5. Further comment may be necessary depending on use(s) and maximum number of persons.
6. Attached please find notes taken from the meeting with the applicant 3/26/15.

Please don't hesitate to contact me should you have any further questions.

**Michael Flory**  
**Certified Building Official**

Kittitas County Community Development Services

411 N Ruby Street Suite 2

Ellensburg, WA 98926

[mike.flory@co.kittitas.wa.us](mailto:mike.flory@co.kittitas.wa.us)

P: 509.933.8222

F: 509.962.7682



"Building Partnerships-Building Communities"

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**Jeff Watson**

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**From:** Brenda Larsen  
**Sent:** Friday, March 27, 2015 12:41 PM  
**To:** Michael Flory; Jeff Watson  
**Subject:** McIntosh CU-14-00004  
**Attachments:** McIntosh.doc

Jeff Watson  
Staff Planner  
Community Development Services  
411 N. Ruby Street, Suite 2  
Ellensburg, WA 98926

Re: McIntosh (CU-14-00004)

Dear Mr. Watson:

Upon review of the above mentioned land use action, I have the following comments/requirements;

- A turn-around shall be provided for fire department access.
- It would be best for any trailer traffic to park in the very back parking lot, with signage indicating parking for trucks/trailers.
- Passenger vehicle parking must be regulated so that emergency vehicles have full access throughout the facility. Signage and/or staffing for events should be provided so that people do not mistakenly park in a fire apparatus access lane.
- During the meeting held this week regarding your project, I was under the impression that the facility was an A-3 occupancy. After the meeting concluded I spoke with Building Official Mike Flory, who stated that unless you, the applicant can explain why the structure should be an A-3 Occupancy, it would be an A-2 by definition in the International Building Code (IBC). That being said, please provide additional information as to the exact nature of the functions to be held in the structure and explain why the occupancy should be classified as an A-3 rather than an A-2.
- All exit doors must be provided with panic hardware (i.e crash bars), and must swing outward.
- Fire extinguishers shall be located appropriately. I can assist you with this prior to opening.
- Illuminated Exit Signs shall be placed over the exit doors.
- A fire and life safety inspection shall be conducted prior to beginning operations, and an annual fire and life safety inspection will be required as well.
- All development, design and construction shall comply with Kittitas County Code, Kittitas County Zoning and the most current version of the International Fire & Building Codes.

Any questions or concerns regarding fire service features may be directed to the Kittitas County Fire Marshal's Office at (509) 962-7000.

Sincerely,

*Brenda Larsen*

*Fire Marshal*  
*509-962-7000*

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**Jeff Watson**

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**From:** Rich Elliott <elliotttr@kvfr.org>  
**Sent:** Thursday, March 19, 2015 2:42 PM  
**To:** Jeff Watson  
**Cc:** Joe Seemiller; Brenda Larsen; Josh Hink; John Sinclair  
**Subject:** RE: Notice of Application - CU-14-00004 McIntosh

## KVFR Comments:

1. Access meeting current IFC Appendix D must be maintained for all portions of the property used as for event purposes. Either fixed parking and access plan or an event specific plan should be required by AHJ and forwarded to KVFR at least 5 days in advance of the event.
2. If the event facilities will involve any fixed facilities, sprinkler and/or alarm systems may be required – AHJ to determine.
3. If the event center will use portable structures (tents), those must meet all applicable codes and are likely subject to permitting requirements.
4. Addressing for the facility must be clearly visible from both directions of travel on the access road.

Thank you

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**From:** Jeff Watson [mailto:jeff.watson@co.kittitas.wa.us]  
**Sent:** Monday, March 16, 2015 9:31 AM  
**To:** Brenda Larsen; 'Brent Renfrow (Brent.Renfrow@dfw.wa.gov)'; Candie M. Leader; Christina Wollman; 'Cindy Preston (cindy.preston@dnr.wa.gov)'; 'CROSECOORDINATOR@ECY.WA.GOV'; 'Clear, Gwen (ECY)'; 'enviroreview@yakama.com'; Erin Moore; 'Gretchen.Kaehler@DAHP.wa.gov'; Holly Duncan; 'Jan Jorgenson (jorgjenja@cwu.edu)'; 'Jessica Lally (jessica@yakama.com)'; 'jmarvin@yakama.com'; 'Johnson Meninick (johnson@yakama.com)'; Julie Kjorsvik; Kim Dawson; 'linda.hazlett@dnr.wa.gov'; Lisa Iammarino; Lisa Lawrence; Mike Johnston; 'nelmsk@cwu.edu'; Patti Johnson; 'russell.mau@doh.wa.gov'; 'Teske, Mark S'; 'rivers@dnr.wa.gov'; 'Thalia Sachtleben (enviroreview@yakama.com)'; 'Tom Justus (tom.justus@doh.wa.gov)'; 'tribune@nkctribune.com'; Jan Ollivier; 'Richard.Benson@doh.wa.gov'; 'heather.cannon@doh.wa.gov'; Josh Hink; 'Jennifer.Nelson@dfw.wa.gov'; Holly Duncan; Holly Myers; 'kaiserm@wsdot.wa.gov'  
**Cc:** Doc Hansen; Rich Elliott; Keli Bender (krd.keli@fairpoint.net); 'cruseandassoc@kvalley.com'; Dave Nelson (dnelson@encompasses.net); Allison Kimball (brooksideconsulting@gmail.com); Chad Bala; cid@fairpoint.net; 'jhallisey@fs.fed.us'; 'darren.habel@usace.army.mil'; 'HolmstR@wsdot.wa.gov'; 'separegister@ecy.wa.gov'; Kaycee Hathaway; 'terry@nkctribune.com'; Jim Fossett; Dr. Paul Farris, Ellensburg School District; Jeff Slothower (jslothower@lwhsd.com); mcintoshpolebldgs@fairpoint.net  
**Subject:** Notice of Application - CU-14-00004 McIntosh

[CU-14-00004 McIntosh Master File \(For County Network Users Only\)](#)  
[On-Line Folder for Conditional Use Permits \(For Users Off County Network\)](#)

**NOTICE OF APPLICATION AND SEPA COMMENT PERIOD: Kittitas County Community Development Services will accept comments through 5:00 p.m. on Tuesday, March 31, 2015**

Kittitas County has received a SEPA Checklist for this project application; see attached. The County expects to issue a Determination of Non-Significance (DNS) for this proposal, and will use the optional DNS process, meaning this may be the only opportunity for the public to comment on the environmental impacts of the proposal. Mitigation measures may be required under applicable codes, such as Title 17 Zoning, Title 17A Critical Areas, and the Fire Code, and the project review process may incorporate or require mitigation measures regardless of whether an EIS is prepared. A copy of the threshold determination may be obtained from the County.

A “Google Earth” file has been attached for your convenience.

Agencies within the county network may review the application master file via the above internal link or through EDEN. Agencies outside of the county network can use the above external link to view a static copy of the Master File for this project as of today’s date. As the project progresses ongoing and individual documentation may be found [HERE](#). Comments within the body of an email are encouraged, but may be submitted as attachments or hardcopy to:

Jeffrey A. Watson

Planner II

[Community Development Services](#)

411 North Ruby

Ellensburg WA 98926

[jeff.watson@co.kittitas.wa.us](mailto:jeff.watson@co.kittitas.wa.us)

509-933-8274

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**Jeff Watson**

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**From:** Brad manney <brad.manney@gmail.com>  
**Sent:** Tuesday, March 17, 2015 3:41 PM  
**To:** Jeff Watson  
**Subject:** McIntosh's proposal for event center

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

While I can appreciate the need for this event center to be available in lower Kittitas County, I have a couple of concerns when it comes to how traffic will be handled.

I rent a place a little farther north of the McIntosh's and have had to deal with major traffic issues when events are being already being held at the location. Due to the high speeds on the roadway, I feel that this something that needs to addressed as cars are entering and leaving the busy road. There are pictures from a funeral held at the property which show a bunch of cars lined up on the shoulder. This poses a safety risk for people driving as well as people parked.

The entry and exit back onto the road is not the most visible. The cars are coming up a hill to enter the roadway. This may prove to be an issue if cars and coming and going late at night in the area and there is no lighting that reaches the highway.

Thank you for your consideration,

Brad Manney

**Jeff Watson**

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**From:** Keli Bender <krd.keli@fairpoint.net>  
**Sent:** Monday, March 16, 2015 2:25 PM  
**To:** Jeff Watson  
**Subject:** Re: Notice of Application - CU-14-00004 McIntosh

On 3/16/2015 9:30 AM, Jeff Watson wrote:

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[On-Line Folder for Conditional Use Permits \(For Users Off County Network\)](#)

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Jeffrey A. Watson  
Planner II  
[Community Development Services](#)  
411 North Ruby  
Ellensburg WA 98926  
[jeff.watson@co.kittitas.wa.us](mailto:jeff.watson@co.kittitas.wa.us)  
509-933-8274

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Thank you Jeff,

Nothing will need to be done as far as KRD is concerned. Let me know if you need anything further.

Keli

**Jeff Watson**

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**From:** Benson, Richard (DOH) <Richard.Benson@DOH.WA.GOV>  
**Sent:** Monday, March 16, 2015 10:03 AM  
**To:** Jeff Watson  
**Subject:** RE: Notice of Application - CU-14-00004 McIntosh

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Thanks Jeff,

Please accept the following comment on this project:

The proposed use is hold wedding events, which will generate sewage. If the owner proposes to construct permanent restroom and/or kitchen facilities he/she needs a permit for a properly designed septic system for the agency with authority (determined by design flows). So any such application (to construct permanent restroom and/or kitchen facilities) should not be approved until the owner obtains a permit for the sewage system.

*Richard M. Benson, P.E.*

Department of Health /LOSS Program  
(509) 329-2147; [richard.benson@doh.wa.gov](mailto:richard.benson@doh.wa.gov)

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**From:** Jeff Watson [mailto:[jeff.watson@co.kittitas.wa.us](mailto:jeff.watson@co.kittitas.wa.us)]  
**Sent:** Monday, March 16, 2015 9:31 AM  
**To:** Brenda Larsen; Renfrow, Brent D (DFW); Candie M. Leader; Christina Wollman; PRESTON, CINDY (DNR); ECY RE CRO SEPA COORDINATOR; Clear, Gwen (ECY); 'enviroreview@yakama.com'; Moore, Erin (DOHi); Kaehler, Gretchen (DAHP); Holly Duncan; 'Jan Jorgenson (jorgenja@cwu.edu)'; 'Jessica Lally (jessica@yakama.com)'; 'jmarvin@yakama.com'; 'Johnson Meninick (johnson@yakama.com)'; Julie Kjorsvik; Kim Dawson; HAZLETT, LINDA (DNR); Lisa Iammarino; Lisa Lawrence; Johnston, Mike (DOHi); 'helmsk@cwu.edu'; Patti Johnson; Mau, Russell E (DOH); Teske, Mark S (DFW); DNR RE AQ LEASING RIVERS; 'Thalia Sachtleben (enviroreview@yakama.com)'; 'Tom Justus (tom.justus@doh.wa.gov)'; [tribune@nkctribune.com](mailto:tribune@nkctribune.com); Jan Ollivier; Benson, Richard (DOH); 'heather.cannon@doh.wa.gov'; Josh Hink; Nelson, Jennifer L (DFW); Holly Duncan; Holly Myers; 'kaiserm@wsdot.wa.gov'  
**Cc:** Doc Hansen; RichElliott; Keli Bender (krd.keli@fairpoint.net); 'cruseandassoc@kvalley.com'; Dave Nelson (dnelson@encompasses.net); Allison Kimball (brooksideconsulting@gmail.com); Chad Bala; cid@fairpoint.net; 'jhallisey@fs.fed.us'; 'darren.habel@usace.army.mil'; 'HolmstR@wsdot.wa.gov'; ECY RE SEPA REGISTER; Kaycee Hathaway; 'terry@nkctribune.com'; Northern Kittitas County Tribune, (DOHi); Dr. Paul Farris, Ellensburg School District; Jeff Slothower (Jslothower@lwbsd.com); mcintoshpolebldgs@fairpoint.net  
**Subject:** Notice of Application - CU-14-00004 McIntosh

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