



# **KITTITAS COUNTY**

## **DEPARTMENT OF PUBLIC WORKS**

### **MEMORANDUM**

**TO:** All Staff  
**FROM:** Public Works Plan Review Team  
**DATE:** August 6, 2024  
**SUBJECT:** CU-24-00007 Guild RV Park

<b>ACCESS</b>	<ol style="list-style-type: none"><li>1. Access is from SR970. An issued permit from WSDOT will be required before an access permit will be issued from Kittitas County Public Works.</li><li>2. 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.</li><li>3. All commercial and industrial accesses shall be designed in accordance with Exhibits 1340-1 Driveway Design Templates of the WSDOT Design Manual and approved by the County Engineer prior to access permit issuance per KCC 12.04 Article IV.</li><li>4. Paved approach is required.</li><li>5. Any future change in use to the parcel may require an additional access permit.</li><li>6. Driveways over 150' in length will be required to be a minimum of 16' wide with 2' of clear zone on each side and meet the standards of Appendix D of the International Fire Code for IFC Turnarounds/Kittitas County Road Standard 5 and 6.</li><li>7. Maintenance of driveway approaches shall be the responsibility of the owner whose property they serve. The County will not maintain accesses.</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.</p>
<b>ENGINEERING</b>	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). (CP)
<b>SURVEY</b>	There are no survey comments regarding this application. (JT)

<b>TRANSPORTATION CONCURRENCY</b>	<p>Updated 08/06/2024: Traffic is existing and no additional development is planned, no transportation concurrency application is required for this project. (KAH)</p> <p>The proposed project may require a Transportation Impact Analysis. Please provide preliminary scoping letter documenting the trip generation, distribution, and assignment for the proposed development application per KCC 12.04.02.040 (KAH)</p>
<b>FLOOD</b>	<p>Most of parcels 455135 and 954734 are within the FEMA identified Special Flood Hazard Area (100-year floodplain). All development within the floodplain requires a floodplain development permit. All construction, including structures that are exempt from a building permit, must follow the guidelines within KCC 14.08. Structures may be subject to mandatory flood insurance purchase requirements. (SC)</p>
<b>WATER MITIGATION/ METERING</b>	<p>Water mitigation and metering requirements are not applicable to the project since this is an existing water system that is not being expanded. Future expansion may require mitigation and metering. (SC)</p>
<b>AIRPORT</b>	<p>N/A</p>

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