



KITITAS COUNTY

DEPARTMENT OF PUBLIC WORKS

MEMORANDUM

TO: All Staff
FROM: Public Works Plan Review Team
DATE: May 28, 2025
SUBJECT: LP-25-00003 Brown Road Estates LLC

ACCESS	<ol style="list-style-type: none"> 1. 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. 2. Per KCC 12.04.04.050 Road Certification is required. 3. Per KCC 12.04.01.030 Roads serving five or more lots shall be named according to the Kittitas County Private Road Naming & Signing Standards. 4. Maintenance of driveway approaches shall be the responsibility of the owner whose property they serve. The County will not maintain accesses. 5. Any further subdivision or lots to be served by proposed access may result in further access requirements. See Kittitas County Road Standards. <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. (RC)</p>
ENGINEERING	<p>There is already an existing grading permit associated with this project (GP-25-00002).</p> <p>Road certification will be required prior to final plat. (CBP)</p>
SURVEY	<p>The following elements will need to be added to meet the requirements of a Preliminary Plat. This does NOT address comments for Final.</p> <ol style="list-style-type: none"> 1. Survey legend needs to be shown. 2. Record Land descriptions need to be shown, matching subdivision guarantee of record. 3. Basis of bearing needs to be addressed. 4. Engineer of Record needs to be shown 5. Adjacent subdivisions need to be labeled. 6. Easements shown shall include notation if they are existing or proposed. 7. Brown Road needs to include width, ownership and surfacing. <p>OF NOTE</p>

	The requirement to show existing lot lines has been excluded as all parcels are under the same ownership and would just clutter the map further. (JT)
TRANSPORTATION CONCURRENCY	A transportation concurrency management application will be required for this project per KCC 12.04.02.020 (KAH)
FLOOD	<p>A portion of parcel #618133 is located in the FEMA identified 100-year floodplain and floodway. Please be advised that the floodway is highly restricted and any development within the floodway must be permitted through a floodplain development permit and must demonstrate no rise of 100-year flood elevations before being permitted. No new or substantially improved residences are allowed within the Floodway.</p> <p>If possible, any future development should remain outside of the floodplain in order to reduce risk and avoid mandatory flood insurance purchase requirements. All activities within the floodplain must be permitted through the floodplain development permit process and follow the regulations within KCC 14.08.</p> <p>In accordance with KCC Chapter 14.08.220, all subdivisions as well as new development shall:</p> <ol style="list-style-type: none"> 1. Be consistent with the need to minimize flood damage. 2. Have public utilities and facilities such as sewer, gas, electrical, and water systems located and constructed to minimize flood damage. 3. Have adequate drainage provided to reduce exposure to flood damage. 4. Where base flood elevation data has not been provided or is not available from another authoritative source, it shall be generated for subdivision proposals and other proposed developments containing greater than 50 lots or 5 acres (whichever is lesser) and shall be included as part of the application and shall be noted on the final mylar. 5. All subdivisions shall show on the face of both the preliminary and final plat, for either short or long plats, the boundary of the 100-year floodplain and floodway. <p>(SC)</p>

<p>WATER MITIGATION/ METERING</p>	<p>The applicant must provide legal water availability for all new uses on the proposed lots of this project, which can be provided through mitigation certificates (see conditions for final plat approval and recording).</p> <p>Note: Plats are not eligible for mitigation through the County’s water bank. Mitigation must be purchased from a private water bank and a Ground Water Right Permit from Ecology is required.</p> <p>Final Plat Review & Recording (Prior to Final Plat Approval) Prior to final plat approval and recording, the following conditions shall be met:</p> <p>In accordance with KCC Chapter 13.35.027, the applicant shall provide one of the following documents before final plat approval:</p> <ol style="list-style-type: none"> 1. A letter from a water purveyor stating that the purveyor has adequate water rights and will provide the necessary water for the new use; 2. An adequate water right for the proposed new use; or 3. A certificate of water budget neutrality from the Department of Ecology or other adequate interest in water rights from a water bank. <p>All applicants for land divisions shall also submit information on "proximate parcels" held in "common ownership" as those terms are defined in WAC 173-539A-030 and otherwise demonstrate how the proposed new use will not violate RCW 90.44.050 as currently existing or hereafter amended. Failure to obtain mitigation before commencement of an activity requiring mitigation shall be a code violation subject to enforcement under Title 18 KCC.</p> <p>Final Plat Notes The following notes shall be placed on the face of the plat:</p> <p>C-1 “Metering is required for all new uses of domestic water for residential well connections and usage must be recorded in a manner consistent with Kittitas County Code Chapter 13.35.027 and Ecology regulations.”</p> <p>C-2 “The approval of this division of land provides no guarantee that use of water under the ground water exemption (RCW 90.44.050) for this plat or any portion thereof will not be subject to curtailment by the Department of Ecology or a court of law.”</p> <p>(SC)</p>
<p>AIRPORT</p>	<p>No comments. (RC)</p>

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