



KITITITAS COUNTY

DEPARTMENT OF PUBLIC WORKS

MEMORANDUM

TO: All Staff
FROM: Public Works Plan Review Team
DATE: August 7, 2025
SUBJECT: LP-25-00004 Pfenning Road

ACCESS	<p>Kittitas County Code 12.07 requires use of City of Ellensburg standards for roadways, sidewalk, curb, and gutter pursuant to Ellensburg City Code Title 4.</p> <ol style="list-style-type: none"> 1. Road's serving development shall be named per City of Ellensburg standards. 2. Maintenance of driveway approaches shall be the responsibility of the owner whose property they serve. The County will not maintain accesses. 3. Any further subdivision or lots to be served by proposed access may result in further access requirements. (RC)
ENGINEERING	<ol style="list-style-type: none"> 1. Per the Kittitas County and City of Ellensburg Interlocal agreement the roads and road standards for this project shall be per the City of Ellensburg standards and is subject to review by the City of Ellensburg. 2. If the parcels associated with this plat are not annexed by the City of Ellensburg then the roads within the plat will need to certified as private roads. 3. 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). This grading plan will be under a joint review with the City of Ellensburg. (CBP)
SURVEY	<p>1. Kittitas County Code 16.24.010(1) reads as follows: The survey of every proposed subdivision, boundary line adjustments, record of survey, and the preparation of preliminary and final plats thereof, shall be made by or under the supervision of a registered land surveyor who shall certify on the plat that it is a true and correct representation of the lands actually surveyed. All surveys shall conform to standard practices and principles for land surveying.</p> <p>No further review will be made until the proposed Long Plat contains a stamp of a Land Surveyor licensed to practice in Washington state. (JT)</p>

TRANSPORTATION CONCURRENCY	A transportation concurrency management application will be required for this project per KCC 12.04.02.020 (KAH)
FLOOD	Parcels 12391, 12392, and 12393 are not within the FEMA identified special flood hazard area (100-year floodplain). A floodplain development permit would not be required for the proposed plat. (SC)
WATER MITIGATION/ METERING	<p>The applicant must provide legal water availability for all new uses on the proposed lots of this project. Note: Plats are not eligible for mitigation through the County’s water bank.</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>
AIRPORT	No Comment.

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