



# KITITAS COUNTY

## DEPARTMENT OF PUBLIC WORKS

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### MEMORANDUM

**TO:** All Staff  
**FROM:** Public Works Plan Review Team  
**DATE:** July 8, 2025  
**SUBJECT:** CB-25-00004 Mason

<b>ACCESS</b>	<ol style="list-style-type: none"> <li>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.</li> <li>2. Maintenance of driveway approaches shall be the responsibility of the owner whose property they serve. The County will not maintain accesses.</li> <li>3. Any further subdivision or lots to be served by proposed access may result in further access requirements. See Kittitas County Road Standards.</li> <li>4. 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)</li> </ol>
<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). (CBP)
<b>SURVEY</b>	<p>The following survey comments are not intended to prevent the Parcel Combination, but just put to notify the applicant and building department of potential impacts to the proposal.</p> <ol style="list-style-type: none"> <li>1. Per the original Plat of Ski Acre Estates, there is a 10' wide drainage easement through Lot 23. Please provide evidence that this was vacated, or show its location in relation to the proposed building, to show that it falls outside building envelope. (JT)</li> </ol>
<b>TRANSPORTATION CONCURRENCY</b>	No Comment.(RC)
<b>FLOOD</b>	No comments. (SC)
<b>WATER MITIGATION/ METERING</b>	No comments. (SC)

<b>AIRPORT</b>	No Comment.(RC)
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Please contact Kittitas County Public Works (509) 962-7523 with any questions.