



# KITTITAS COUNTY COMMUNITY DEVELOPMENT SERVICES

411 N. Ruby St., Suite 2, Ellensburg, WA 98926

CDS@CO.KITTITAS.WA.US

Office (509) 962-7506

"Building Partnerships – Building Communities"

## FINAL SHORT PLAT APPLICATION

Please type or print clearly in ink. Attach additional sheets as necessary. The following items must be attached to the application packet at intake or the application will not be accepted. Pursuant to RCW 58.17.140 "Final plats and short plats shall be approved, disapproved, or returned to the applicant within thirty days from the date of filing thereof, unless the applicant consents to an extension of such time period;" therefore Kittitas County must have all of the required attachments to accept the final plat/short plat for review to meet the required timeframes. For plats that require the Board of County Commissioners (BOCC) signature, all documents must be uploaded for consideration approximately one (1) week in advance of the BOCC Agenda Session Meeting. This leaves three (3) weeks from the date of applicant submittal for County Staff to review and sign the plat.

### REQUIRED ATTACHMENTS

- One paper copy of Final Short Plat/Plat drawings meeting all final drawing requirements (reference KCC Title 16 Subdivision Code for plat drawing requirements) and RCW Title 58 along with WAC 332-130.
  - May be submitted on polyester film, however please note these may need to be reprinted based on staff review (this is not required for initial review)
- Project Condition Compliance Document that responds in writing as to how each condition of preliminary approval has been met, including supporting documentation as necessary (Example Attached).
- If this is a plat associated with a Planned Unit Development, the Final Development Plan must be approved through Resolution by the BOCC prior to submittal for final plat/short plat review.
- Recent Title Report, within 90 days of final plat submittal.
- Lot Line Closures
- Proof of water sufficient to meet Kittitas County Department of Environmental Health requirements.
- Any other items specifically required by conditions of preliminary approval.

### APPLICATION FEES:

\$850.00	Kittitas County Community Development Services (KCCDS) Final Short Plat Fee
\$280.00	Kittitas County Environmental Health Final Short Plat Fee
\$1,215.00*	Kittitas County Public Works Final Short Plat Fee
<b>\$2,345.00</b>	<b>Total fees due for final short plat processing</b>

\*5 hours of review included in Public Works Fee. Additional review hours will be billed at \$243 per hour.

### FOR STAFF USE ONLY

SPF-25-00004

Application Received By (CDS Staff Signature): 	DATE: 7/24/25	RECEIPT # CD25-01541	
Planner Intake Signature (required for submittal): _____	_____	_____	

COMMUNITY PLANNING • BUILDING INSPECTION • PLAN REVIEW • ADMINISTRATION • PERMIT SERVICES • CODE ENFORCEMENT • FIRE INVESTIGATION

FORM LAST REVISED: 02-21-2023

**GENERAL APPLICATION INFORMATION**

1. **Name, mailing address and day phone of land owner(s) of record:**  
*Landowner(s) signature(s) required on application form.*

Name: Michael & Mary Fahlgren  
Mailing Address: 1421 Hanson Rd  
City/State/ZIP: Ellensburg, WA, 98926  
Day Time Phone: 541-788-5756  
Email Address: 19496uick@gmail.com

2. **Name, mailing address and day phone of authorized agent, if different from landowner of record:**  
*If an authorized agent is indicated, then the authorized agent's signature is required for application submittal.*

Agent Name: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
City/State/ZIP: \_\_\_\_\_  
Day Time Phone: \_\_\_\_\_  
Email Address: \_\_\_\_\_

3. **Name, mailing address and day phone of other contact person**  
*If different than land owner or authorized agent.*

Name: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
City/State/ZIP: \_\_\_\_\_  
Day Time Phone: \_\_\_\_\_  
Email Address: \_\_\_\_\_

4. **Street address of property:**

Address: 1421 Hanson Rd.  
City/State/ZIP: Ellensburg, WA. 98926

5. **Tax parcel number(s):** 178333

6. **Project File Name (at time of preliminary review):** Fahlgren Short Plat

7. **Project File Number (at time of preliminary review):** SP-24-00010

8. **Preliminary Approval Date:** 10/11/24

9. **Final Development Plan Resolution Number (only if this applies):** N/A

10. **Development Agreement Ordinance Number (only if this applies):** N/A

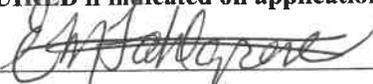
**AUTHORIZATION**

11. Application is hereby made for permit(s) to authorize the activities described herein. I certify that I am familiar with the information contained in this application, and that to the best of my knowledge and belief such information is true, complete, and accurate. I further certify that I possess the authority to undertake the proposed activities. I hereby grant to the agencies to which this application is made, the right to enter the above-described location to inspect the proposed and or completed work.

**All correspondence and notices will be transmitted to the Land Owner of Record and copies sent to the authorized agent or contact person, as applicable.**

**Signature of Authorized Agent:  
(REQUIRED if indicated on application)**

**Date:**

X 

\_\_\_\_\_

**Signature of Land Owner of Record  
(Required for application submittal):**

**Date:**

X   


7-21-25  
7-21-25

# Fahlgren SP-24-00010 Compliance Document

10. The proposed short plat is consistent with KCC Title 17A Critical Areas as conditioned.
11. The proposed short plat is consistent with KCC 17.29 A-20 – Agriculture-20 Zone as conditioned.
12. The proposed short plat is consistent with KCC 16.32.050 as conditioned.
13. The proposed short plat is consistent with KCC 16.12.040(1), New Small Lots Around Existing Residences, as conditioned.
14. The proposed short plat is consistent with KCC Title 14 Building and Construction as conditioned.
15. The proposed short plat is consistent with KCC 12 Roads and Bridges as conditioned.
16. The proposed short plat is consistent with KCC 20 Fire and Life Safety as conditioned.

## IX. Conclusions

1. As conditioned, the proposal meets the goals, policies and implementation recommendations as set forth in the Kittitas County Comprehensive Plan.
2. As conditioned, this proposal is consistent with applicable federal and state laws and regulations.
3. As conditioned the proposal is consistent with Kittitas County Code Title 16.32 Short Plat and KCC16.12.040(1), New Small Lots Around Existing Residences.
4. As conditioned, the proposal is consistent with Kittitas County Code Title 17 Zoning, Title 17A Critical Areas, Title 14 Building Code, Title 13 Water and Sewers, Title 12 Roads and Bridges, and Title 20 Fire and Life Safety.

## X. Decision and Conditions of Approval

Kittitas County Community Development Services grants *preliminary approval* of the Fahlgren Short Plat, SP-24-00010, based on the above staff analysis, findings of fact, and conclusions with the following conditions of approval.

### Conditions of Approval:

#### 1. Building

- A. All new construction must meet the International Residential Code requirements.
- B. Environmental and statutory review may be required for all current and future development, construction, and improvements. The applicant and/or all future owners of any lot or lots within this subdivision are responsible for compliance with all applicable local, state, and federal rules, requirements, codes, and regulations. It is incumbent upon said applicants and future owners to investigate for, and obtain from the appropriate agency or their representative, all required

Noted

permits, licenses, and approvals for any development, construction, and/or improvements that occur within the boundaries of this subdivision.

## 2. Roads and Transportation

- A. This application is subject to the latest revision of the Kittitas County Road Standards. The following conditions apply and must be completed prior to final approval of this project. A performance guarantee may be used in lieu of the required improvements, per the conditions outlined. (KCC 12.01.150)
- B. A driveway shall serve no more than four tax parcels. See Kittitas County Road Standards.
- C. New access easements shall be a minimum of 30'. The roadway width shall have a minimum width of 12' if the length of the driveway is less than 150', or 16' if the length of the driveway is more than 150'.
- D. Driveways longer than 150' in length are required to provide a Fire Apparatus Road Turnaround meeting the requirements of appendix D in the International Fire Code.
- E. Max grade shall be 10%.
- F. Crush surface depth per WSDOT Standards.
- G. Maintenance of driveway approaches shall be the responsibility of the owner whose property they serve. The County will not maintain accesses.
- H. An approved access permit shall be required from the Department of Public Works prior to creating any new driveway access or performing work within the county road right-of-way.
- I. Contact the Kittitas County Rural Addressing Coordinator at (509) 962-7523 to obtain addresses prior to obtaining a building permit. A parcel cannot receive a building permit or utilities until such parcel is identified with a 911 address.
- J. Contact the Kittitas County Fire Marshal regarding any additional access requirements for Emergency Response.
- K. Mailboxes must be approved by U.S. Postal Service. Mailbox locations are site specific. Contact your local Post Office for location and design standards before beginning construction.
- L. Except as exempted in Section 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).

## 3. State and Federal

- A. Applicant shall meet all state and federal regulations.

- B. An NPDES Construction Stormwater Permit will be required if there will be stormwater discharge from any construction site with disturbed ground.

#### 4. New Small Lots Around Existing Residences

- A. A covenant precluding further division of any lots in the Fahlgren Short Plat while designated for agricultural use by the adopted Kittitas County Comprehensive Plan shall be recorded with the County Auditor and a plat note shall reflect the recording number of the covenant.

#### 5. Plat Notes

- A. The following plat notes shall be recorded on the final mylar drawings:

- CCR Attached
- See notes on sheet 2 of SP Map
- ⑪ • Environmental and statutory review may be required for all current and future development, construction, and improvements. The applicant and/or all future owners of any lot or lots within this subdivision are responsible for compliance with all applicable local, state, and federal rules, requirements, codes, and regulations. It is incumbent upon said applicants and future owners to investigate for, and obtain from the appropriate agency or their representative, all required permits, licenses, and approvals for any development, construction, and/or improvements that occur within the boundaries of this subdivision.
  - ⑦ • All development shall comply with International Fire Code.
  - ④ • Maintenance of the access is the responsibility of the property owners who benefit from its use.
  - ⑤ • An approved access permit will be required from the Department of Public Works prior to creating any new driveway access or performing work within the county road right-of-way.
  - ⑩ • 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.
  - ⑥ • Any further subdivision or lots to be served by proposed access may result in further access requirements. See Kittitas County Road Standards.
  - ② • A public utility easement 10 feet in width is reserved along all lot lines. The 10-foot easement shall abut the exterior plat boundary and shall be divided by 5 feet on each side of interior lot lines. Said easement may also be used for irrigation.
  - ⑨⑩ • 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. 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.

- 13 • The subject property is within or near designated agricultural lands, forest lands, or mineral resource lands on which a variety of commercial activities and mineral operations may occur that are not compatible with residential development for certain periods of limited duration. Commercial natural resource activities and/or mineral operations performed in accordance with County, State and federal laws are not subject to legal action as public nuisances.
- 9 • 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.
- 10 • 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.
- 12 • Pursuant to KCC 16.12.040 (1), further division of the parcels of the Fahlgren Short Plat are restricted by covenant recorded at Instrument # \_\_\_\_\_.

**6. Other**

Paid

- A. Taxes shall be paid in full on all tax parcels involved in this land use action as required by Washington State Law (RCWs 84.40.042 & 84.56.345) prior to final plat recording.
- B. Should ground disturbing or other activities related to the proposed subdivision result in the inadvertent discovery of cultural or archaeological materials, work shall be stopped in the immediate area and contact be made with the Washington State Department of Archaeology and Historic Preservation (DAHP) and the Confederated Tribes of the Colville Reservation. Work shall remain suspended until the findings are assessed, and appropriate consultation is conducted. Should human remains be inadvertently discovered, as dictated by Washington State RCW 27.44.055, work shall be immediately halted in the area and contact made with the coroner and local law enforcement in the most expeditious manner possible.
- C. Both sheets of the final mylars shall reflect short plat number SP-24-00010 and an accurate legal description shall be shown on the face of the final plat. Engineers and Surveyors need to be cognizant of all the requirements related to Final Plats (KCC 16.20) and Survey Data and Dedications (KCC 16.24). The final plat must be submitted in full conformance with these chapters of Kittitas County Code; **non-compliant mylars will be rejected and returned to the applicant.** A final plat file number will be assigned when CDS receives your final plat application. This file number will also be required on the face of the final plat.
- D. It is the responsibility of the Professional Licensed Surveyor (PLS) to ensure the lot closures are correct and accurate.
- E. This preliminary approval will expire 5 years from the date of this determination if no

Noted

extension is filed in accordance with KCC 16.32.090.

Noted

- F. All individual and shared wells must be placed a minimum of fifty feet from all roads and property lines. Setbacks not meeting Kittitas County Code may be allowed at the discretion of the health officer.

Attached

- G. A minimum of one soil log dug to a depth at least 48 inches on lot 1 must be recorded with the Kittitas County Public Health Department.

Attached

- H. A shared well users agreement signed by both users of the well that is recorded with the County Auditor shall be required prior to final plat approval.

Attached

- I. A well log recorded within the last ten (10) years demonstrating a minimum flow of five (5) gallons per minute (GPM) for at least a two (2) hour period shall be submitted to KCPHD. If a well log is not available or the well log indicates a flow of less than five (5) GPM for the two (2) hour period, then a four-hour draw down test shall be submitted to KCPHD. A well log that was recorded more than ten (10) years ago may be accepted at the discretion of the Health Officer.

2nd Access  
approved by  
PW

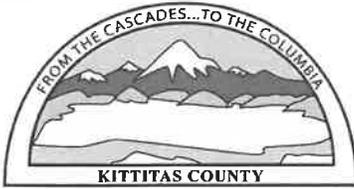
- J. Access spacing on this section of Hanson Road is 300 feet. A direct access to Hanson Road for this newly created parcel is not permitted. A shared access easement is required. Or applicant can apply for a variance prior to final short plat to allow direct access to Hanson Road.

Set

- K. At a minimum, property corners will need to be set and shown on the map for the new division line. Please identify if the drain field easement is herein created, existing, or to be established via a separate document.

Attached

- L. 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. Prior to final plat approval and recording, the following conditions shall be met. In accordance with KCC Chapter 13.35.027, the applicant shall provide one of the following documents before final plat approval. A letter from a water purveyor stating that the purveyor has adequate water rights and will provide the necessary water for the new use; An adequate water right for the proposed new use; or a certificate of water budget neutrality from the Department of Ecology or other adequate interest in water rights from a water bank. 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.



**KITTITAS COUNTY  
COMMUNITY DEVELOPMENT SERVICES**

**Receipt Number: CD25-01541**

411 N. Ruby St., Suite 2  
Ellensburg, WA 98926  
509-962-7506 / <https://www.co.kittitas.wa.us/cds/>

**Payer/Payee:** FAHLGREN, MICHAEL & MARY EILEEN  
1421 HANSON RD  
ELLENSBURG WA 98926-9118

**Cashier:** TURNER ENGLEHART      **Date:** 07/24/2025  
**Payment Type:** CHECK (1131)

**SPF-25-00004      SHORT PLAT-FINAL      1421 HANSON RD**

<u>Fee Description</u>	<u>Fee Amount</u>	<u>Amount Paid</u>	<u>Fee Balance</u>
FINAL SHORT PLAT (HEALTH)	\$280.00	\$280.00	\$0.00
FINAL SHORT PLAT	\$850.00	\$850.00	\$0.00
Final Plat (Public Works) - One (1) Civil Review	\$1,215.00	\$1,215.00	\$0.00
<b>SPF-25-00004 TOTALS:</b>	<b>\$2,345.00</b>	<b>\$2,345.00</b>	<b>\$0.00</b>
<b>TOTAL PAID:</b>		<b>\$2,345.00</b>	