



# KITITAS COUNTY

## DEPARTMENT OF PUBLIC WORKS

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### MEMORANDUM

**TO:** All Staff  
**FROM:** Public Works Plan Review Team  
**DATE:** August 4, 2025  
**SUBJECT:** VA-25-00004 Jones

<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> </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. (RC)</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). (CBP)
<b>SURVEY</b>	1. The proposed shop expansion falls on an existing 20' wide easement (per Survey 201806200044). The easement shall need to be vacated prior to approval, unless the purpose of the easement specifically would not be impacted by a building OR unless specifically approved by the Building Official. (JT)
<b>TRANSPORTATION CONCURRENCY</b>	No Comments.
<b>FLOOD</b>	No comments. (SC)
<b>WATER MITIGATION/ METERING</b>	No comments. (SC)
<b>AIRPORT</b>	No Comments.

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