



KITITAS COUNTY

DEPARTMENT OF PUBLIC WORKS

MEMORANDUM

TO: All Staff
FROM: Public Works Plan Review Team
DATE: September 10, 2025
SUBJECT: VA-25-00005 Gibbs

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. If the proposed building is an ADU then an Access Permit will be required. 3. Maintenance of driveway approaches shall be the responsibility of the owner whose property they serve. The County will not maintain accesses. <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	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)
SURVEY	<p>The provided site plan does not show the existing foundation location. Due to the absence of this information, I propose 2 options:</p> <ol style="list-style-type: none"> 1. If the new building line nearest the property line will be located on the historic foundation, and will not fall any closer to the boundary than the old building location 2. If the new building line nearest the property line is NOT located on the old foundation, a licensed land surveyor is utilized to ensure the new location falls no closer than the 10' setbacks requested. (JT)
TRANSPORTATION CONCURRENCY	No Comments. (RC)
FLOOD	No comments. (SC)
WATER MITIGATION/ METERING	If the proposed living space above the new shop is an ADU then KCC 13.35.027 requirements for water mitigation and metering will be applicable. (SC)

AIRPORT	No Comments. (RC)
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Please contact Kittitas County Public Works (509) 962-7523 with any questions.