



KITTTITAS COUNTY COMMUNITY DEVELOPMENT SERVICES

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

CDS@CO.KITTTITAS.WA.US

Office (509) 962-7506

Fax (509) 962-7682

"Building Partnerships – Building Communities"

March 1, 2019

MDJ Contractors, LLC
c/o Eric Jackson
PO Box 1117
Ellensburg, WA 98926
Sent via certified mail

RE: Commons at Dry Creek Planned Unit Development (PUD) PD-16-00001 and Preliminary Plat (LP-17-00004) – 30 Day Notice of Application Expiration

Mr. Jackson,

On October 5, 2018, Kittitas County Community Development Services issued a Transmittal of Comments Letter from Re-Notice of your project and a Request for Additional Information. Within this letter there were a number of items requested to be provided to CDS in order for project processing to continue. The letter clearly states a deadline for response to project comments and the requested required additional information of **April 4, 2019** or your project (PD-16-00001 and LP-17-00004) will be void. I have enclosed the October 5th letter for your reference which provides in detail the necessary information and reasoning for the request. Additionally I have included the required information for continued processing of your application below:

- 1) A groundwater study identifying water table depths on the subject property. Part of this study will require monitoring of groundwater levels from March through October, 2019. Coordination with Kittitas County Public Works Department is necessary prior to beginning this study to ensure that the appropriate review is being completed during the specified timeframe.
- 2) An updated stormwater drainage report depicting soil characteristics in regards to stormwater infiltration, and demonstrating that the proposal fully complies with the *Stormwater Management Manual of Eastern Washington*.
- 3) Complete a transportation concurrency application with Kittitas County Public Works. This application shall be submitted directly to Kittitas County Public Works; application is attached to this letter.
- 4) Provide the document "Infiltration Letter for Cottage Grove Residential Development, Kittitas, Washington".
- 5) An updated access easement meeting minimum side yard setbacks of 15 feet under KCC 17.22.060.
- 6) A revised preliminary survey meeting items 2(f - k) above.

You **must** submit your responses to the above outlined required information and also provide any responses to any of the other comments provided with the previous letter by **April 4, 2019** pursuant to KCC 15A.03.040(4)(g) or your project will become void. All information except for the groundwater study and transportation concurrency application, which require specific coordination with Kittitas County Public Works, shall be submitted at one time as one packet to CDS. Upon timely receipt of the necessary materials outlined above, CDS will continue processing your application. If the information is not received by close of business on Thursday, April 4, 2019, your project **will expire and become void**; an expiration letter will be prepared and sent to you to close out the project file.

If you have any questions regarding this matter, please feel free to contact me at 509-962-7046 or by email at lindsey.ozbolt@co.kittitas.wa.us.

Sincerely,



Lindsey Ozbolt
Planning Official

Enclosure: Kittitas County CDS “Commons at Dry Creek Planned Unit Development (PUD) PD-16-00001 and Preliminary Plat (LP-17-00004) – Transmittal of Comments Letter from Re-Notice and Request for Additional Information” letter

| | | |
|-----|---|------------------|
| CC: | Dusty Pilkington, Kittitas County CDS Planner I | <i>via email</i> |
| | Dan Carlson, AICP, Kittitas County CDS Director | <i>via email</i> |
| | Mark Cook, PE, Kittitas County Public Works | <i>via email</i> |
| | Taylor Gustafson, Kittitas County Public Works Environmental/Transportation Planner | <i>via email</i> |
| | Craig Jones, City of Ellensburg Public Works Project Coordinator | <i>via email</i> |
| | Jennifer Nelson, WDFW Area Habitat Biologist | <i>via email</i> |
| | Mike Jackson, MDJ Development | <i>via email</i> |
| | Eric Jackson, MDJ Development | <i>via email</i> |
| | Project File | |



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"Building Partnerships – Building Communities"

October 5, 2018

MDJ Contractors, LLC
c/o Eric Jackson
PO Box 1117
Ellensburg, WA 98926

Sent via email: ericja@mdjcontractors.com

RE: Commons at Dry Creek Planned Unit Development (PUD) PD-16-00001 and Preliminary Plat (LP-17-00004) – Transmittal of Comments Letter from Re-Notice and Request for Additional Information

Mr. Jackson,

On August 10, 2018, Kittitas County Community Development Services issued a Re-notice of Application for your project for the following reasons: 1) to ensure the proposal is reviewed as one project and not two separate proposals because previously the preliminary plat and PUD rezone were noticed separately; 2) to reflect additional information received regarding wetland delineation and a stormwater drainage management plan; and 3) to clarify the project acreage and proposed number of lots. The written comment period for the re-notice ended on September 10th, 2018. A complete paper copy of all comments was provided to you on Monday October 1, 2018. A digital copy of all comments can be obtained as one pdf on the CDS website at: <https://www.co.kittitas.wa.us/cds/land-use/default.aspx> and navigating to "Rezoning" and then the project file number and name "PD-16-00001 Commons at Dry Creek". The pdf document is titled "PD-16-00001 Commons at Dry Creek Re-Notice Comments Received_9.10.18".

Staff has reviewed all public and agency comments received during this latest comment period. A list of all comments received during the comment period is provided below:

| | |
|----------------------------------|---|
| August 13 th , 2018 | Mike Flory, Kittitas County Building Official |
| August 14 th , 2018 | Dennis and Arvilla Ohlde |
| August 15 th , 2018 | Kimberly Peacher, Community Planning and Liason Officer, Northwest Training Complex |
| August 15 th , 2018 | Michael Daniels, Yakima Training Center |
| August 16 th , 2018 | Josh and Jamie Case |
| August 18 th , 2018 | Rich Elliott, Kittitas Valley Fire and Rescue |
| August 28 th , 2018 | Oehlenda Portolese |
| August 28 th , 2018 | Taylor Gustafson, Environmental Transportation Planner, Kittitas County Public Works |
| August 28 th , 2018 | Norma Jean Hinkson |
| August 28 th , 2018 | Nicole Jastremski |
| August 29 th , 2018 | Josh and Jamie Case |
| August 29 th , 2018 | Jon Adler |
| August 30 th , 2018 | Nicholas I. Berquist |
| September 4 th , 2018 | Julie Coppock, Light Engineering Specialist, City of Ellensburg |
| September 6 th , 2018 | Vicki Loiseau |
| September 7 th , 2018 | Jose Carlos Preciado |
| September 7 th , 2018 | Tara Preciado |

| | |
|-----------------------------------|---|
| September 7 th , 2018 | Craig Jones, Development Coordinator, City of Ellensburg |
| September 8 th , 2018 | Nolan Brooke |
| September 9 th , 2018 | William and Shirley Ristow |
| September 9 th , 2018 | Brian Thompson |
| September 10 th , 2018 | Shawn O'Brien Gas Engineer, City of Ellensburg |
| September 10 th , 2018 | Jennifer Nelson, Washington Department of Fish and Wildlife |
| September 11 th , 2018 | William Adams |

Based on our review, staff has determined that additional information is required to be provided. Consequently, this letter is intended to specify and outline what is needed to continue processing.

Under Kittitas County Code (KCC) Amendments, specifically KCC 17.98.020 (6)(b) and (f), a proposed change in the zoning map must bear “a substantial relation to the public health, safety or welfare” and must not be “materially detrimental to the use of properties in the immediate vicinity of the subject property”. In order to determine if the proposal meets this provision, additional information that will be necessary for staff to complete review of your application.

- 1) In its letter dated September 10th, 2018, the Washington Department of Fish and Wildlife noted concerns related to possible flooding of the development and adjacent properties. In order to address these concerns, Community Development Services must be assured of the following:
 - a. Stormwater can be safely and adequately treated year-round after the addition of 3.5 acres of impervious surfaces.
 - b. New homes will not be flooded due to high ground water that sometimes presents as surface water.
 - c. Existing homes will not experience increased flood risks due to this development.
 - d. New drainage facilities will not concentrate flows such that they damage Fish and Wildlife Habitat Conservation Areas associated with Currier Creek and its riparian buffer.
- 2) In its letter dated August 28th, 2018, Kittitas County Public Works refers to concerns regarding stormwater and potential flooding.
 - a. A stormwater drainage report was submitted, but did not adequately address the soils characteristics in regard to stormwater disposal. The report makes reference to “Infiltration Letter for Cottage Grove Residential Development, Kittitas, Washington”, but the document was not included for review.
 - b. The proposal must fully comply with *The Stormwater Management Manual of Eastern Washington*. The *Manual* stipulates a 5 foot separation from infiltration strategies to a seasonal high water table.
 - c. An initial trip generation and distribution will inform Public Works as to the additional scope of analysis required to mitigate traffic impacts.
 - d. Flooding has occurred proximate to the proposed development.
 - e. The current recorded access easement does not meet the required minimum side yard setback of 15 feet.
 - f. The submitted preliminary survey was not signed by a licensed land surveyor, and the Surveyor’s certificate is not shown on the face of the plat.
 - g. The legal description of the property to be subdivided must be included.
 - h. The vertical datum used is not noted, nor is the basis of bearings shown.
 - i. A statement describing equipment and procedures used is not shown on the plat.
 - j. Buffer Setback Line is not shown in the Legend.
 - k. The access easement through the adjacent parcel must be shown on the face of the plat.

Based upon the above concerns, the following will be required for continued processing of the application:

- 1) A groundwater study identifying water table depths on the subject property. Part of this study will require monitoring of groundwater levels from March through October, 2019. Coordination

with Kittitas County Public Works Department is necessary prior to beginning this study to ensure that the appropriate review is being completed during the specified timeframe.

- 2) An updated stormwater drainage report depicting soil characteristics in regards to stormwater infiltration, and demonstrating that the proposal fully complies with the *Stormwater Management Manual of Eastern Washington*.
- 3) Complete a transportation concurrency application with Kittitas County Public Works. This application shall be submitted directly to Kittitas County Public Works; application is attached to this letter.
- 4) Provide the document "Infiltration Letter for Cottage Grove Residential Development, Kittitas, Washington".
- 5) An updated access easement meeting minimum side yard setbacks of 15 feet under KCC 17.22.060.
- 6) A revised preliminary survey meeting items 2(f - k) above.

All comments contained herein will be considered throughout the review and decision process of this proposal. Please submit your responses to the above outlined required information and also provide any responses to any of the other comments by **April 4, 2019** pursuant to KCC 15A.03.040(4)(g) or your project will become void. All information except for the groundwater study and transportation concurrency application, which require specific coordination with Kittitas County Public Works, shall be submitted at one time as one packet to CDS. Upon receipt of the necessary materials outlined above, CDS will continue processing your application.

If you would like to set up a meeting to discuss your project, or if you have any questions regarding this matter, please feel free to contact me at 509-962-7046 or by email at lindsey.ozbolt@co.kittitas.wa.us.

Sincerely,



Lindsey Ozbolt
Planning Official

Enclosure: Kittitas County Public Works Transportation Concurrency Application

| | | |
|-----|---|------------------|
| CC: | Dusty Pilkington, Kittitas County CDS Planner I | <i>via email</i> |
| | Dan Carlson, AICP, Kittitas County CDS Director | <i>via email</i> |
| | Mark Cook, PE, Kittitas County Public Works | <i>via email</i> |
| | Taylor Gustafson, Kittitas County Public Works Environmental/Transportation Planner | <i>via email</i> |
| | Craig Jones, City of Ellensburg Public Works Project Coordinator | <i>via email</i> |
| | Jennifer Nelson, WDFW Area Habitat Biologist | <i>via email</i> |
| | Mike Jackson, MDJ Development | <i>via email</i> |
| | Project File | |



KITTITAS COUNTY
DEPARTMENT OF PUBLIC WORKS

TRANSPORTATION CONCURRENCY
MANAGEMENT APPLICATION

Concurrency Review: \$3,690.00

Payment Method: Check _____ Cash

| | |
|-----------------------|----------------|
| Owner Name _____ | Permit # _____ |
| Mailing Address _____ | |
| Phone Number _____ | |
| Email Address _____ | |
| Agent Name _____ | |
| Mailing Address _____ | |
| Phone Number _____ | DATE STAMP |
| Email Address _____ | |

| Application Information: | |
|---|---|
| Number of Lots to be created: | _____ |
| Tax Parcel No.: | _____ |
| Assessor's Map No.: | _____ |
| Plat or Project Name: | _____ |
| Roads Serving Project: | _____ |
| | |
| Proposed Land Use: | <input type="checkbox"/> Residential <input type="checkbox"/> Commercial <input type="checkbox"/> Agricultural |
| Proposed Land Use Project: | <input type="checkbox"/> Short Plat <input type="checkbox"/> Long Plat <input type="checkbox"/> Building Permit |
| | <input type="checkbox"/> Other _____ |
| Total Number of Lots/Dwelling Units: | _____ |
| Commercial/Agricultural Building Area in square feet: | _____ |
| If known, ADT and ITE land use code: | _____ |
| Narrative project description: | _____ _____ |
| Describe present use of property: | _____ _____ |
| Are there any other pending applications or issues associated with this property? | |
| <input type="checkbox"/> YES <input type="checkbox"/> NO | If yes, describe: _____ |

Applicant will be contacted by Public Works to coordinate a meeting with the Director of Public Works and/or the County Engineer to discuss terms of the Transportation Evaluation.

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.

Signature of Authorized Agent: _____ Date: _____
X _____

Signature of Land Owner of Record: _____ Date: _____
(Required for application submittal)
X _____