



KITTITAS COUNTY

DEPARTMENT OF PUBLIC WORKS

MEMORANDUM

TO: Kari Braniff, Community Development Services

FROM: Christina Wollman, Planner II *cw*

DATE: September 12, 2008

SUBJECT: DW Farms Short Plat SP-08-21

Our department has reviewed the short plat application and has the following comments:

- “Conditional Preliminary Approval”** is recommended based on the information provided. See below for conditions of preliminary approval.
- “Additional Information Requested”. Prior to continuing the approval process for the submitted development, additional information is requested for analysis.

The following shall be conditions of preliminary approval:

1. Legal Description: The legal description shall be corrected to read “... as recorded January 7, 2005, in Book 30 of Surveys, Page 222...”
2. Easement ‘R’: The west boundary of the property is encumbered by Easement ‘R’ as recorded in Book 28 Page 231 and deeded to neighboring properties. The easement shall be shown on the final plat.
3. Access: Vantage Highway is classified as a Rural Minor Collector and has an access spacing requirement of 300’. If access to Lot 1 is proposed from Easement ‘R’ the road will need to be improved to the requirements of a High Density Private Road that serves 3-14 lots. Access may also be from single-use or joint-use driveways. If the existing access is not used it shall be removed.
4. Existing Access: The existing access shall be shown on Sheet 1 of 2.
5. Joint-Use Driveway: A joint-use access shall serve no more than two tax parcels. See Kittitas County Road Standards, 9/6/05 edition.
 - a. Access easements shall be a minimum of 20’ wide. The roadway width shall have a minimum width of 12’.
 - b. The surface requirement is for a minimum gravel surface depth of 6”.

- c. Maintenance of driveway approaches shall be the responsibility of the owner whose property they serve. The County will not maintain accesses.
- d. Any further subdivision or lots to be served by proposed access may result in further access requirements.

Single-Use Driveway: A single-use access shall serve no more than one lot. See Kittitas County Road Standards, 9/6/05 edition.

- a. The roadway shall be a minimum of 8' wide with gravel surface.
- b. Maintenance of driveway approaches shall be the responsibility of the owner whose property they serve. The County will not maintain accesses.
- c. Any further subdivision or lots to be served by proposed access may result in further access requirements.

6. Plat Notes: Plat notes shall reflect the following:

- a. Maintenance of the access is the responsibility of the property owners who benefit from its use.

7. Private Road Maintenance Agreement: The applicant shall meet all applicable conditions of any pre-established or required Private Road Maintenance Agreements.

8. Lot Closure: It is the responsibility of the Professional Licensed Surveyor (PLS) to ensure the lot closures are correct and accurate.

9. Access Permit: 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.

10. Addressing: 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.

11. Fire Protection: Contact the Kittitas County Fire Marshal regarding any additional access requirements for Emergency Response.

12. Mailbox Placement: 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.