

**ATTACHMENT 4**

**PREAPPLICATION MEETING NOTES**



PROJECT	MCS Cahr Hartelug	SHEET	1 of 1
SUBJECT	Sign-In / County Meeting	DATE	1/11/17
BY		CHECKED	
		PROJECT NO.	

<u>Attendee</u>	<u>Email</u>	<u>Association</u>
KEVIN JENSEN	JENSEN@mcmjac.com	McMillen Jacobs
Greg Allington	allington@mcmjac.com	McMillen Jacobs
Dusty Pilkington	dusty.pilkington@co.kittitas.wa.us	CDS
Mark Johnston	markje@kcom.com	YU
MIKE FLOPY	MIKE.FLOPY@CO.KITTITAS.WA.US	CDS
Holly Duncan	holly.duncan@co.kittitas.wa.us	
Kelly Bacon	Kelly.bacon@co.kittitas.wa.us	Public Works
Josh Hink	josh.hink@co.kittitas.wa.us	Fire Marshal
Jeff Watson	jeff.watson@kitt...	Planner II
Doc Hansen, TRAINING OFFICER	doc.hansen@	"

1/11/17



December 21, 2016

Kittitas County Community Development Services  
411 N Ruby St., Ste. 2  
Ellensburg, WA 98926

**Subject:** Melvin R. Sampson Coho Hatchery  
**Re:** Preapplication Conference Application

The Yakama Nation is proposing to construct a new hatchery facility at the Holmes Ranch property at 191 Klocke Road near Ellensburg, Washington (Kittitas County). Construction activities will involve building a new hatchery building, outdoor raceways, a shop building, an effluent clarifier, and three new residences.

A Preapplication Conference Application, associated drawings, tables, project narrative, and wetland delineation report have been completed for this project and are attached to this permit package. Once you have had a chance to review the enclosed package, we look forward to discussing the next steps required to obtain approval of the project. The project team (Yakama Nation and their design-build contractor McMillen Jacobs Associates) is available to meet with the County for an on-site meeting to discuss the project in more detail.

I look forward to hearing back from you regarding this project. Please contact me at (208) 985-1499 ([allington@mcmjac.com](mailto:allington@mcmjac.com)) if you have any questions regarding this permit application submittal.

Sincerely,

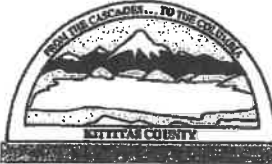
A handwritten signature in cursive script that reads 'Greg Allington'.

Greg Allington  
Senior Biologist

cc: Mark Johnston, Yakama Nation  
Mort McMillen, McMillen Jacobs Associates  
Kevin Jensen, McMillen Jacobs Associates

Encl. Preapplication Conference Application  
Attachment A-Site Plans  
Attachment B-Floor Plans  
Attachment C-Tables  
Attachment D-Project Narrative  
Attachment E-Delineation Report

**PREAPPLICATION CONFERENCE  
APPLICATION**



**KITTITAS COUNTY COMMUNITY DEVELOPMENT SERVICES**

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

CDS@CO.KITTITAS.WA.US

Office (509) 962-7506

Fax (509) 962-7682

"Building Partnerships - Building Communities"

PM-16-00015

**PREAPPLICATION CONFERENCE APPLICATION**  
**& MEETING SUMMARY**

*(To be completed for each Preapplication Conference)*

Please type or print clearly in ink. A preapplication conference is required prior to submittal of a building permit for any commercial or multi-family project (not including 2-family dwellings) and for certain land use applications per KCC 15A.03.020. The following items must be attached to the application packet and is required to be submitted prior to scheduling of the preapplication conference.

**REQUIRED ATTACHMENTS**

- ☒ A scaled site plan showing lot area, proposed/existing buildings, setbacks, points of access, roads, parking areas, water system components, septic tank, drainfield, drainfield replacement area, areas to be cut and/or filled, and natural features (i.e. contours, streams, gullies, cliffs, etc.) Attachment A and E
- ☒ Floor plan with minimum labeling to include uses of rooms, dimensions, plumbing & mechanical fixtures (if proposing structures other than residential and accessory) Attachment B

**GENERAL APPLICATION INFORMATION**


**APPLICATION FEES**

\$355.00 Kittitas County Community Development Services (KCCDS)

\$145.00 Kittitas County Environmental Health

\$500.00 Fees due for this application

**FOR STAFF USE ONLY**

Application Received By (CDS Staff Signature): 	DATE: <u>12-23-16</u>	RECEIPT # <u>32603</u> <u>32604</u>	RECEIVED DEC 23 2016 Kittitas County CDS
			DATE STAMP IN BOX

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

FORM LAST REVISED: 1-26-16

Page 1 of 6

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

Name: Delano Saluskin  
Mailing Address: PO Box 151  
City/State/ZIP: Toppenish, WA 98948  
Day Time Phone: 509-885-5121  
Email Address: \_\_\_\_\_

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: Grea Allington  
Mailing Address: 1401 Shoreline Dr  
City/State/ZIP: Boise, ID 83702  
Day Time Phone: 208-985-1499  
Email Address: allington@mcmjac.com

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

Name: Mark Johnston  
Mailing Address: PO Box 151  
City/State/ZIP: Toppenish, WA 98948  
Day Time Phone: 509-945-1133  
Email Address: markj@yakama.com

4. **Street address of property:**

Address: 191 Klocke Rd  
City/State/ZIP: Ellensburg, WA 98926

5. **Tax parcel number:** 21218, 21220, 029433

6. **Property size:** 50.14 (acres)

7. **Land Use Information:**

Zoning: Agricultural 20      Comp Plan Land Use Designation: Rural Working

8. **Proposed Water System (as defined by KCC 13.03) NOTE: Show location of water system on site plan.**

Group A     Group B     Individual     Shared     Cistern     Other: \_\_\_\_\_

9. **Proposed Sewage Disposal:** Septic Tank and Drainfield

10. List any Buildings or Structures including sq. ft. & no. of stories proposed: Attachment C

11. Proposed Project Name: Malvin R. Sampson Coho Hatchery

12. Type of proposed project (circle one):

Cluster/Conservation Plat	Planned Unit Development	Master Planned Resort	Conditional Use Permit
Shoreline Permit	Rezone	Preliminary Plat over nine (9) lots	<u>Commercial Building</u>

**PROJECT NARRATIVE**

*Include responses as an attachment to this application*

13. Narrative project description (include as attachment): Please include at minimum the following information in your description: describe project size, location, description of water system, sewage disposal, proposed buildings or structures, proposed uses for the project and all qualitative features of the proposal; include every element of the proposal in the description. Attachment D

14. Provision of the zoning code applicable: 17.29

**AUTHORIZATION**

15. 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~~ Land Owner of Record Date:  
(REQUIRED if indicated on application)  
X Delano Saluskin 12-16-16

Signature of ~~Land Owner of Record~~ Authorized Agent Date:  
(Required for application submital):  
X Greg Allington 12/21/16

**FOR STAFF USE ONLY**

Date of Pre-Application Meeting: 1/11/17 Time: 9:00AM  
Pre-application meetings are scheduled typically on Wednesdays.

**List persons present at pre-app meeting:**

Meeting Moderator: \_\_\_\_\_

**To be present at each pre-app:**

1. CDS representative (planning): HANKS, WAGNER, PINKINGTON
2. CDS representative (building): FLORY
3. Fire Marshal representative: HINK
4. Public Works representative: BALON
5. Environmental Health representative (water): DUNCAN
6. Environmental Health representative (sewer): " "
7. Others present: \_\_\_\_\_

**Present at pre-app for project: (attach business cards if available)**

Applicant: YAKIMA NATION

Application phone: \_\_\_\_\_

Application email: \_\_\_\_\_

Applicant authorized agent (if applicable): McMILLAN/JACOBS

Applicant authorized agent phone: \_\_\_\_\_

Applicant authorized agent email: \_\_\_\_\_

Others present for applicant: SEE ATTACHED

*\*The Kittitas County Community Development Services Department does not guarantee a parcel eligible for development until such time as a complete and accurate application is submitted. Further analysis may be conducted at the time of permit application.*

**Items/issues/concerns/questions discussed (To be filled in by staff during preapplication conference):**

**1. Planning/Land Use**

Critical Areas conducted  SEPA DOES LOAD ON SEPA DTS

- NEED EXEMPTION PERMIT APPROVED BY COUNTY  
FROM SHORELINES. PROJECT IS EXEMPT UNDER  
SMP CHAPTER 7.3.2.p. (page 143)
- NEED TO NOTE PROPOSED SE RESIDENCES  
ARE PART OF MAINTENANCE OF OPERATION TO  
EXEMPT THIS FROM SUBDIVISION REQUIREMENT.
- CONSIDERED PUBLIC FACILITIES & CONDITIONS  
FROM BIOLOGY WHICH WILL MAINTAIN  
FUNCTION OF EXISTING WETLANDS,



## 2. Building

Type of Building (res., comm., etc.): \_\_\_\_\_ Building Use classification: \_\_\_\_\_

HATCHERY IDENTIFY TYPE OF OCCUPANCY (S1/B)? THEN IDENTIFY TYPE OF CONSTRUCTION (TYPE IIA)? ALL LIMITS OF SIZE DETERMINED BY THESE TABLES (CONSIDER FRONTAGE). PERHAPS TYPE IIB WITH AREA INCREASE? ALL ACCESSIBILITY CODES APPLY TO BUILDING, PARKING, ETC. FULLY ENGINEERED BUILDING - 2015 IBC

RESIDENCES  
STICK FRAMED BUILDINGS MAY USE 2015 IRC

SHOW ALL OCCUPANCY COUNT & FIRE PROTECTIONS ON MAIN PAGE

## 3. Fire

Located within Fire District # 2 (if applicable)

All 3 residences will fall under the IR-1 Classification of the Wildland Urban Interface Code. A Knox Box will be required at the entrance gate. Open Knox Box through KUFIR. If sprinklered or Alarms a permit will be required through our Office. Please call my office with any further questions @ 962-7000.

## 4. Public Works

Proposed access: Commercial / Residential

- Access and address permits required for each residence and the commercial structure.
- Transportation concurrence.
- Check code on Grade and Fill permit requirements
- Access to be designed to commercial standards using WSDOT Design manual.
- Stormwater design (Designed to meet Eastern WA. Storm water man)

5. Environmental Health (water) existing

Proposed water supply: domestic well will be used for a Group B system

A well site inspection of the existing well must be done to approve the well as a public well. The water system will need to be approved as a Group B water system through the county health dept. The Group B system must be approved with a state assigned ID# before adequate water supply determinations will be approved. Water rights need to be secured for the 2 additional proposed residences as well as the visitor center.

H.D.

6. Environmental Health (sewer)

Proposed sewer disposal: individual

Site evaluations must be performed by the local county health dept for the proposed on-site sewage systems for each residence and the visitor center with permits taken out for each system proposed. On site sewage systems must be installed within the native soil.

H.D.

7. Others present: (if applicable)



PROJECT	County Meeting - M&J Hatchery	SHEET	1 of 3
SUBJECT		DATE	1/11/17
BY		CHECKED	
		PROJECT NO.	

- Rock Quarries in Kittitas -
- Emel + Gibbons (Thorp)
  - Conditioned use permit
  - ECP right down the road
  - Gravitz in Maple Valley for boulders
  - Thayer Estimating
  - Piecer Creek Excavating

### Turning Radius

- Group B <sup>15'</sup> < 25 people domestic wells
- ↳ will require inspection
  - ↳ Public Health Department
- Need water rights for domestic (need 2 new)
- ↳ can be obtained by County
  - ↳ \$3k per residence
  - ↳ work with DOE to transfer some of water right

Septic: soil evaluation / site eval. with County Health Dept.

Transportation Impact      Access Permit to WSDOT stds.

WSDOT Std. for access      commercial access

Need own address

16' wide

stormwater plan acc. to Eastern

> 100 Yds of fill → need grade and fill permit

↳ look @ KCC Title 14.05

• Native soil req'd for drainfield

• stormwater design to public works and firm approve as-built conditions

• County needs 2 copies for each residence, shop, hatchery and out-buildings } building permit



PROJECT

SHEET 2 of 3

SUBJECT

DATE

BY

CHECKED

PROJECT NO.

Bldg Designation:

- Need to figure out classification
- Hatching could be U
- No fire sep. needed from B to U
- H needs separation (fire) on O<sub>2</sub> and chem. stor. rooms
- B, U, H

Turnaround: 96' radius

Maintain grass

Class A roof

Fire alarm system

NOT BOX → (KBFR)

Fire Life Safety Program

↳ Fire District

with County

(KBFR)

Shop has cabinets w/

Keypad gate / NOT BOX "Click to Enter"

~~SZ - No outbuildings w/in 60 feet~~  
~~NO~~SI - <sup>TYPE</sup> 2-A Construction - primary structure is 1 hour  
roof 1 hour↓  
hatching

Height / Areas in Ch. 5:

Admin area needs to be accessibility

IBC (2015)

and WA State Amendments

Increased frontage will increase area for designation

Ground Snow is 46"

Seismic C, D0 and D1 → Design to D1

IRC for residences → check to see if engineering is needed

Hpt 2B w Area Increases  
w/ 30' Frontage



PROJECT		SHEET 3 of 3
SUBJECT		DATE
BY	CHECKED	PROJECT NO.

Zoning: Emphasize educational aspects  
Public Facility  
See § 17 in KCC  
§ 17.62 → Permit  
Non-conforming lot size under  
public facilities  
No lease or transfer § 58.17  
Letter from WDFW to help  
get exemption for shading  
↳ Exemptions 7.3 (2) i c  
pg. 141

Talk to Karen Hedges @ Public Works re: work w/in floodplain

Statement of Special Inspections  
↳ Triple Inspections

Underlying land use questions refer back to AG 20

Inspections are electronic - they can be out there the next day

- Ended @ 10:50 am

**KITTITAS COUNTY**

**MIKE FLORY  
CERTIFIED BUILDING OFFICIAL**

Kittitas County  
Community Development Services  
411 North Ruby Street, Suite 2  
Ellensburg, WA 98926  
mik.flory@co.kittitas.wa.us



office (509) 923-8222  
fax (509) 923-7682  
mik.flory@co.kittitas.wa.us

FROM THE CASCADES TO THE COLUMBIA

**KITTITAS COUNTY**

**MIKE FLORY  
CERTIFIED BUILDING OFFICIAL**

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FROM THE CASCADES TO THE COLUMBIA

**KITTITAS COUNTY**

**ROBERT 'DOC' HANSEN  
PLANNING OFFICIAL**

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Community Development Services  
411 North Ruby Street, Suite 2  
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doc.hansen@co.kittitas.wa.us



office (509) 923-7046  
fax (509) 923-7682  
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FROM THE CASCADES TO THE COLUMBIA

**KITTITAS COUNTY**

**JEFF WATSON  
PLANNER II**

Kittitas County  
Community Development Services  
411 North Ruby Street, Suite 2  
Ellensburg, WA 98926  
jell.watson@co.kittitas.wa.us



office (509) 923-8274  
fax (509) 923-7682  
jell.watson@co.kittitas.wa.us

FROM THE CASCADES TO THE COLUMBIA

**KITTITAS COUNTY FIRE MARSHAL'S OFFICE**

**JOSH HINK  
INTERIM FIRE MARSHAL**

Kittitas County Permit Center  
411 North Ruby Street, Suite 3  
Ellensburg, WA 98926  
josh.hink@co.kittitas.wa.us



Office (509) 923-7457  
(509) 923-7000  
Call (509) 895-3354

FROM THE CASCADES TO THE COLUMBIA

**ECP**  
**Ellensburg Cement Products, Inc.**  
*Western's Concrete Division - Premier Mix Concrete*

Jeff Hutchingson  
President

2121 Hwy 97, P.O. Box 7584 - Ellensburg, WA 98926  
Call (509) 895-8382 - Direct Line (509) 895-1048  
(509) 895-7091 - 1-800-736-7268  
Fax (509) 938-7055  
jeff@ellensburgcement.com

1310 W. University Way  
Ellensburg, WA 98926

Shane Jump

C: (509) 607-3667  
P: (509) 925-5602  
F: (509) 925-4962  
www.shanejump.com

**R C E**  
Raccoon Creek Excavating

RECECEB040K4

**Meeting Notes**

To:	Internal	Project:	MRS Coho Facility - EPC
From:	Kevin Jensen	cc:	File
Date:	April 13, 2017	Contract No.:	00071156
Subject:	Melvin R Sampson Coho Facility EPC – Kittitas County Permitting – Fire, Septic and Water		

**1.0 Introduction**

The purpose of this memo is to document the notes taken during several meeting with Kittitas County in April of 2017 for the Sampson Coho Hatchery. The meetings were related to the project fire suppression system, the proposed on-site septic system, and the potable water system.

**2.0 Fire Suppression System**

Met with Josh Hink, Interim Fire Marshal for Kittitas County, and Mark Johnston of YN to discuss the fire suppression system for the project.

1. A key pad knock box is only required at the entrance gate, not at the hatchery. We concluded that a single key pad knock box would be more efficient. Architectural can eliminate the knock box at the hatchery building.
2. Sprinkler systems will be installed at the residences, but not at the hatchery building. The sprinkler systems are 13D-type systems, which are low water demand systems. The plumber will stub up and then a dedicated contractor will tie in and install the sprinkler set-up. Each residence will require about 26 gpm for the sprinklers. Once design is complete, drawings package will be sent over to sprinkler contractor, who will design, permit, and install the system. Each system runs about \$4500. One possible contractor is X-Fire Security, who use PEX pipe, which works well in the valley.
3. Josh briefly reviewed the fire electrical mark-up of the fire alarm system and said that it looked good.
4. Josh reviewed the overall system, assuming that tenders can suppress fire, but a single centrally-located hydrant will provide back-up. It said that this would be adequate.
5. We discussed the 96-foot turning radius at Residence 2 and 3 and noted that there’s a connection to an existing road. Mark noted that YN would improve that road at some point. Josh said that the turning radius as shown was adequate, and that a 96-foot radius would not be needed.
6. The hatchery building and each of the residences will require its own “New Construction” application (see application and instructions). Specific permits required for fire suppression are residential sprinkler (x2), commercial fire alarm (x1), private fire hydrant (x1)
7. Residence siding needs to be either fire-proofed or non-combustible (e.g. hardie plank).

### 3.0 On-Site Septic System

Met with Rebecca Stratis, Environmental Health Specialist with Kittitas County, and DJ Brownlee on site for a septic site evaluation. Reecer Creek Excavation also met us on site to dig two test pits – one located at the proposed drainfield location and one located at the proposed replacement drainfield location.

1. The first test pit was dug down about 5 feet; groundwater was encountered at about 4.25 feet. The slopes of the cut were stable, the top strata included some sand and some gravel with silt; the bottom included more sand and gravels, but still had adequate structure. Rebecca determined the application rate should be 0.8 gpd/sf.
2. Rebecca said that an areal reduction of 40% could be applied to the site if gravelless chambers were used.
3. The second test pit at the proposed replacement site had less structure and was determined to have an application rate of 1.0 gpd/sf. This location would require sand-lined trenches, should it come into service.
4. Required design package included 100% stamped drawings, calculations, and specs
5. Rebecca sent over PS&Gs for pressurized systems, gravelless chambers, and others for reference during design.

### 4.0 Potable Water System

Met with Holly Duncan, Environmental Health Specialist II with Kittitas County, and DJ Brownlee of the YN on site for a well site inspection. The big take-homes were as follows:

1. There must be a 100-foot setback from all “structures”. We discussed this at length. Essentially there are three options:
  - i. Decommission the existing well and drill a new potable water well with the appropriate setbacks. From a permitting perspective, this new really be no different than the process we have to go through anyway. It would, however, cost more to drill a new well and to decommission the existing one.
  - ii. Re-design the layout of the facility so that the hatchery building (and holding ponds? Unclear) are 100 feet away from the potable water well.
  - iii. Request a variance through the state. Holly is pursuing this with Russell Mau, who works for the state. I requested that she bring up a few things in her conversation with him, including:
    - a. The well is drilled to a depth of 180 feet, and the static water level is 60 feet below ground surface. This may indicate that infiltration will join a higher layer and will not be drawn into the well.
    - b. Our own drawdown analysis shows a zone of influence of only 75 feet, and that is with wells accessing the unconfined aquifer to a depth of about 30 or 35 feet.
    - c. Perhaps most importantly, our entire developed surface is impermeable. Curbing and contouring are planned for the site that would route stormwater more than 100 feet away from the water well before infiltration.
2. The unique well ID tag is AEQ962. The well log was pulled for the well and will be scanned and archived.
3. Regardless of the approach we take above, we will need to:



- i. Run a 4-hour drawdown analysis (which should be coordinated with our other well testing efforts).
  - ii. Conduct an IOC analysis.
  - iii. Conduct bacterial testing.
  - iv. Fill out and submit the permit.
  - v. Submit a Group B Workbook.
4. A Group B Workbook was obtained at the Health department (apparently the only place to obtain one; it cost \$8). This will be scanned and archived.
5. **Follow-Up Conversation with Holly Duncan on April 28<sup>th</sup>:** We need to encase (double sleeve) the irrigation pipe (Wehl Ditch) within 100 feet of the potable water well. This will be picked up at 100%. Otherwise, DOH has signed off on the design.