

## 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"

November 25, 2008

Burbank Creek LLC  
23799 27<sup>th</sup> PL. W.  
Brier, WA 98036

RE: Burbank Creek LLC Segregation, SEG-08-00035

Dear Sir,

Community Development Services is in receipt of the above referenced application. The application has been deemed complete and **preliminary approval** is hereby granted. Pursuant to Kittitas County Subdivision Code Chapter 16, please note the following items must be completed prior to final approval of the administrative segregation and must be submitted to our offices for review:

1. Full year's taxes need to be paid for all tax parcel numbers per requirement of the Kittitas County Treasurer's Office.
2. Please refer to the attached Kittitas County Public Works Memo for information regarding additional requirements.

Sincerely,

Kari Braniff  
Staff Planner

Attachments: SEG Application  
Preliminary SEG Drawings  
Kittitas County Public Works Comments

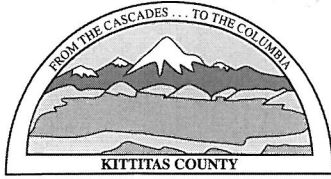
CC: ESM Consulting Engineers LLC

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DARRYL PIERCY, DIRECTOR

ALLISON KIMBALL, ASSISTANT DIRECTOR

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



# KITITAS COUNTY DEPARTMENT OF PUBLIC WORKS

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## MEMORANDUM

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TO: Community Development Services  
FROM: Christina Wollman, Planner II *CW*  
DATE: November 24, 2008  
SUBJECT: Burbank Creek LLC SG-08-35. 15-19-14050-0002, -0003. 15-19-13050-0005.

The Public Works Department has reviewed the Request for Boundary Line Adjustment Application. In order to ensure that it meets current Kittitas County Road Standards, the applicant needs to provide the following prior to final approval:

1. Burbank Creek Road serves more than 40 lots and a second access to SR 821 will be required. Both Burbank Creek Road and the second access shall be constructed to meet or exceed Low Density Private Road requirements. Additional information showing the route of each access shall be submitted to Public Works.
2. Road names and AFNs shall be shown on the final survey.

**The applicant should be aware of the following conditions:**

1. Private Road Certification: Private roads serving any of the lots within this development shall be inspected and certified by a licensed professional engineer for conformance with current Kittitas County Road Standards, 9/6/05 edition. Kittitas County Public Works shall require this road certification to be completed prior to the issuance of a building permit for any of the structures within the proposed plat.
2. Private Road Improvements: Access shall be constructed as a Low-Density Private Road. See Kittitas County Road Standards, 9/6/05 edition.
  - a. Access easements shall be a minimum of 60' wide. The roadway shall have a minimum width of 20', with 1' shoulders, for a total width of 22'.
  - b. Minimum centerline radius will be 60'.
  - c. The surface requirement is for a minimum gravel surface depth of 6".
  - d. Maximum grade is 12%.
  - e. Stopping site distance, reference AASHTO.
  - f. Entering site distance, reference AASHTO.
  - g. Maintenance of driveway approaches shall be the responsibility of the owner whose property they serve. The County will not maintain accesses.
  - h. Any further subdivision or lots to be served by proposed access may result in further access requirements.

- i. All roads located within this development or roads that provide access to this development shall be constructed to current county road standards unless any other maintenance agreements, forest service road easements or state easements require higher road standards. The higher of the road standards shall apply.
  - j. All easements shall provide for AASHTO radius at the intersection of county road.
  - k. A paved apron shall be constructed at the intersection of the proposed private intersection and the county road right of way.
3. Cul-de-Sac: A cul-de-sac turn-around having an outside right-of-way easement diameter of at least 110 feet shall be constructed at the closed end of all dead-end roads serving 3 or more lots. The driving surface shall be at least 96 feet in diameter. Cul-de-sacs must also conform to the requirements specified by the 2006 International Fire Code. Contact the Fire Marshal regarding any additional cul-de-sac requirements.
  4. Private Road Maintenance Agreement: The applicant shall meet all applicable conditions of any pre-established or required Private Road Maintenance Agreements.
  5. Lot Closure: It is the responsibility of the Professional Licensed Surveyor (PLS) to ensure the lot closures are correct and accurate.
  6. 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.
  7. 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.
  8. Fire Protection: Contact the Kittitas County Fire Marshal regarding any additional access requirements for Emergency Response.
  9. 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.

Preliminary Submittal Requirements:

Review Date:

Tax Parcel: 15-19-14050-0002,0003

Date Received:

File Number: SG-08-00035

Date Project Completed

Planner KARI BRANIKF

- Fee Collected
- Second page of application turned in (landowner contact info page)
- Address list of all landowners within 300' of the site's tax parcel
- Large Preliminary Plat Maps (bluelines)
- 8.5x11.5" Copy of plat map
- Certificate of Title
- Computer Closures
- Parcel History (required for CA & Ag 20) Date Requested: \_\_\_\_\_ Date Completed: \_\_\_\_\_

Subdivision conforms to the county comprehensive plan and all zoning regulations in effect at the time the preliminary plat is submitted.

- Located within Fire District # NO
- Located within Irrigation District: NO
- School District: EWENSBURG
- UGA
- UGN NO
- Rezone NO
- Adjacent Subdivisions

Letter sent to Irrigation District Date: \_\_\_\_\_

(unrecorded, rosehill)

Critical Areas Check

Date \_\_\_\_\_ Planner Signature: \_\_\_\_\_

Zoning: FFR  
 Lot Size: 50, 50, 50 into A 20.01, B 20.01, C 20.01, D 20.02, E 22.04, F 23.08, 24.22  
 Required Setbacks: F 25 S10 R10

Y N

- Does SEPA Apply to proposed use?(More than 8 lots or if required by a rezone)
- Variance Required?
- Conditional Use Permit Required?
- Within Shoreline? Shoreline Environment?
- Frequently Flooded Area? Panel#: 530095 0 Zone: \_\_\_\_\_
- Fish & Wildlife Conservation Area? Type of Habitat: \_\_\_\_\_
- Wetland? Buffer requirement: \_\_\_\_\_

Water Type: MT BALDY BIGHORN SHEEP WINTER RANGE

Geologic Hazard Areas:

- Seismic
- Landslide
- Erosion
- Mine
- Steep Slope Covered in 25-50% slopes
- Aquifer Recharge Area: Does this involve Hazardous Materials? (If no, then project is exempt)
  - Hazardous Materials containment required if checked
- Airport Zone? Zone: \_\_\_\_\_
- Forest Service Roads? Road: \_\_\_\_\_
- BPA Easement Located on Property? Letter Sent to BPA  Date: \_\_\_\_\_
- Additional Approvals Required? Type \_\_\_\_\_

CRITICAL AREA NOTES:

- Existing structures

FEES: \$575 Administrative Segregation per page  
\$50 Combination  
\$50.00 Mortgage Purposes Only Segregation

\$190 Major Boundary Line Adjustment per page  
\$95 Minor Boundary Line Adjustment per page

54-08-00035

KITTITAS COUNTY  
REQUEST FOR PARCEL SEGREGATION, PARCEL COMBINATION AND BOUNDARY LINE ADJUSTMENT

Assessor's Office  
Kittitas County Courthouse  
205 W 5<sup>th</sup>, Suite 101  
Ellensburg, WA 98926

Community Development Services  
Kittitas County Permit Center  
411 N Ruby, Suite 2  
Ellensburg, WA 98926

Treasurer's Office  
Kittitas County Courthouse  
205 W 5<sup>th</sup>, Suite 102  
Ellensburg, WA 98926

THIS FORM MUST BE SIGNED BY COMMUNITY DEVELOPMENT SERVICES AND THE TREASURER'S OFFICE PRIOR TO SUBMITTAL TO THE ASSESSOR'S OFFICE.

BURBANK CREEK LLC  
Property Owner Name  
(541) 971-3990  
Contact Phone

23799 27<sup>th</sup> PL. W, BRIER, WA 98036  
Mailing Address, City, State, ZIPcode  
Zoning Classification FOREST & RANGE  
(required)

Original Parcel Number(s) & Acreage  
(1 parcel number per line)

Action Requested

New Acreage  
(Survey Vol. \_\_\_\_, Pg \_\_\_\_)

804133 50 AC  
814133 50 AC  
714133 50 AC

SEGREGATED INTO 7 LOTS  
 "SEGREGATED" FOR MORTGAGE PURPOSES ONLY  
 SEGREGATED FOREST IMPROVEMENT SITE  
 ELIMINATE (SEGREGATE) MORTGAGE PURPOSE ONLY PARCEL  
 BOUNDARY LINE ADJUSTMENT BETWEEN PROPERTY OWNERS  
 BOUNDARY LINE ADJUSTMENT BETWEEN PROPERTIES IN SAME OWNERSHIP  
 COMBINED AT OWNERS REQUEST

RECEIVED  
NOV 06 2008  
Kittitas County  
CDS

Applicant is: \_\_\_\_\_ Owner \_\_\_\_\_ Purchaser \_\_\_\_\_ Lessee \_\_\_\_\_ Other  
Owner Signature Required: [Signature]  
Applicant Signature (if different from owner): \_\_\_\_\_

Treasurer's Office Review

Tax Status: \_\_\_\_\_ By: \_\_\_\_\_ Date: \_\_\_\_\_  
Kittitas County Treasurer's Office

Community Development Services Review

- ( ) This segregation meets the requirements for observance of intervening ownership.
- ( ) This exemption meets the requirements for a Boundary Line Adjustment pursuant to Kittitas County Code Chapter 16.04.020 (2)
- ( ) This exemption meets the requirements for an Administrative Segregation pursuant to Kittitas County Code Chapter 16.04.020 (5)  
Deed Recording Vol. \_\_\_\_\_ Page \_\_\_\_\_ Date \_\_\_\_\_ \*\*Survey Required: Yes \_\_\_\_\_ No \_\_\_\_\_
- ( ) This "segregation" is for Mortgage Purposes Only/Forest Improvement Site. "Segregated" lot shall not be considered a separate salable lot and must go through the applicable subdivision process in order to make a separately salable lot. (Page 2 required)

Card #: \_\_\_\_\_ Parcel Creation Date: \_\_\_\_\_  
Last Split Date: \_\_\_\_\_ Current Zoning District: FHR  
Review Date: \_\_\_\_\_ By: \_\_\_\_\_  
\*\*Survey Approved: \_\_\_\_\_ By: \_\_\_\_\_

This page must be completed for more than one purpose only segregations, improvement siting on forest land and for boundary line adjustments not requiring a survey. Please use this page to indicate which parcels contain improvements.

THIS AREA FOR USE BY APPLICANT  
(Use additional sheets as needed)

SEE ATTACHED  
SURVEY

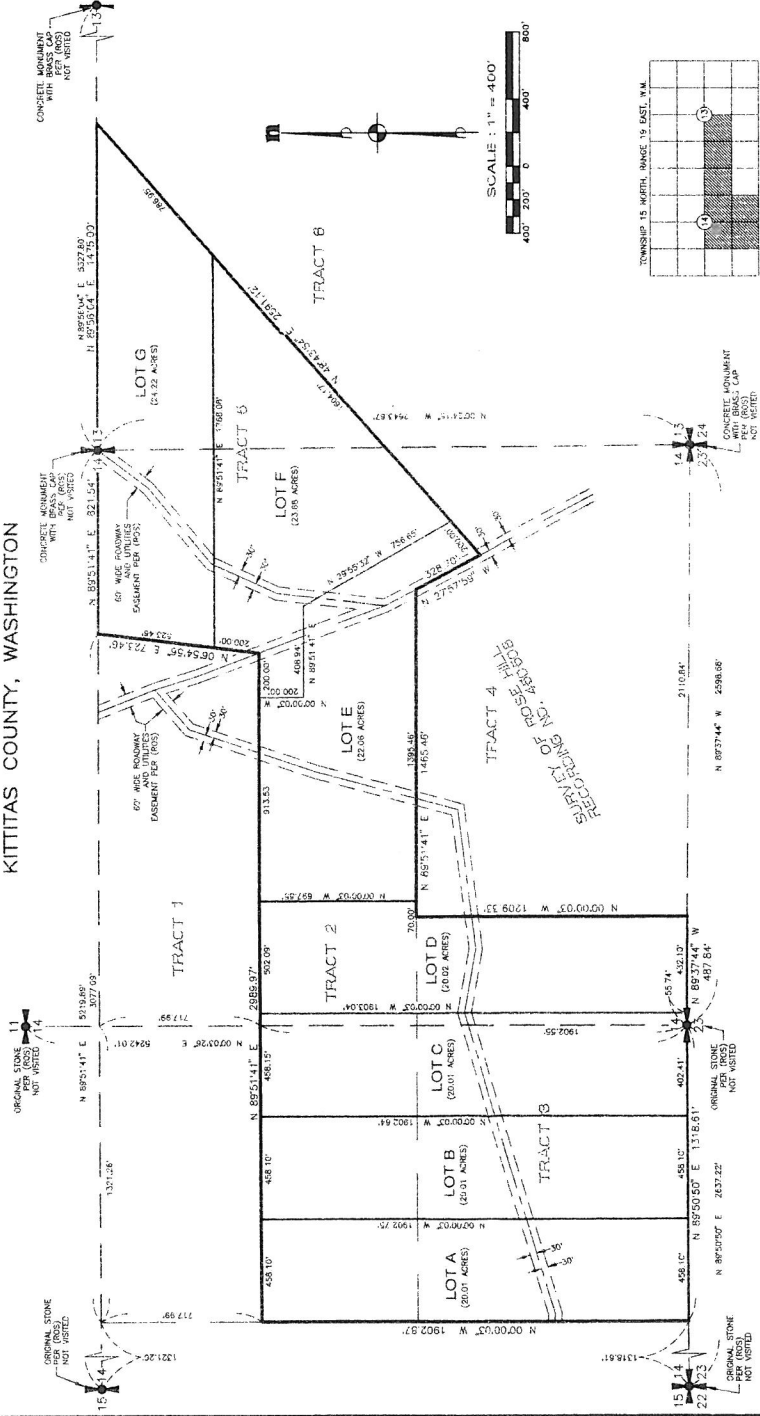
Directions:

1. Identify the boundary of the segregation:
  - a. The boundary lines and dimensions
  - b. Sub-Parcel identification (i.e. Parcel A, B, C or Lot 1, 2, 3, etc.)
2. Show all existing buildings and indicate their distances from the original exterior property lines. Attach a copy of recorded survey.
3. Provide legal descriptions for each proposed tax parcel and identify by letter or number use on the map.

Example: Parcel A – The North 75 feet of the West 400 feet of the Southwest quarter of the Southwest quarter of the Southwest quarter of Section 02; Township 20 North; Range 16 East; W.M.; Except the West 30 feet thereof for roads.

# RECORD OF SURVEY FOR ADMINISTRATIVE SEGREGATION

PORTIONS OF SECTIONS 13 AND 14, TWP. 15 N., RGE. 19 E., W.M.  
KITITAS COUNTY, WASHINGTON



## LEGEND

(RGS) = RECORD OF SURVEY OF ROSE HILL RECORDING NO. 445208

## NOTES

1. THIS SURVEY DOES NOT SUPPORT TO SHOW ALL EASEMENTS WHICH MAY PERTAIN TO THIS PROPERTY.
2. THIS SURVEY IS CONDUCTED TO VERIFY THE BOUNDARIES OF EXISTING PARCELS IN ACCORDANCE WITH KITTITAS COUNTY CODE 15.29.025 WHICH MAY NOT BE THE EDGE OF THIS PROJECT TO STATE THE 1/4 CORNER.

## BASIS OF BEARINGS

THAT SURVEY OF ROSE HILL RECORDING NO. 445208 IS 1981 IN VOLUME 8 OF SURVEYS, PAGES 35 & 36 UNDER AUCTOR'S FILE NO. 450068, RECORDS OF KITITAS COUNTY, WASHINGTON.

DRAWING NAME: \ESM\PROJECTS\ESM-15087\001\ORIG\PLATES\SECT-01

## SURVEYOR'S CERTIFICATE

THIS MAP CORRECTLY REPRESENTS A SURVEY MADE BY ME OR UNDER MY DIRECTION IN CONFORMANCE WITH THE REQUIREMENTS OF THE SURVEYING ACT OF SEPTEMBER, 2006 REQUEST OF BURBANK CREEK, LLC IN SEPTEMBER, 2006

MICHAEL R. BOWEN  
L.S. NO. 23294



## RECORDING CERTIFICATE

FILED THIS RECORD THIS DAY OF SURVEYS ON PAGE AT THE OFFICE OF ESM, LLC

KITITAS COUNTY AUCTOR

RECORDING NO.

**ESM CONSULTING ENGINEERS, LLC**  
2211 W. Lighthouse Pk., Suite 111  
Bellingham, WA 98226  
PHONE: 360.733.8888  
FAX: 360.733.8811  
WWW.ESMCONV.COM

Job: Engineering | Lead Surveying | Utility Planning | Landscape Architecture  
Title: Drafter | Project Management | DATE: 10-28-08  
DRAWN: B.P.S. | SHEET: 1 OF 2

# RECORD OF SURVEY FOR ADMINISTRATIVE SEGREGATION

## PORTIONS OF SECTIONS 13 AND 14, TWP. 15 N., RGE. 19 E., W.M., KITITAS COUNTY, WASHINGTON

### ORIGINAL LEGAL DESCRIPTIONS

TRACTS 2, 3 AND 5, INCLUSIVE OF THAT CERTAIN SURVEY OF ROSE HILL, RECORDED MARCH 19, 1981 IN VOLUME 8 OF SURVEYS, PAGES 55 AND 56, AUDITOR'S FILE NO. 459506, RECORDS OF KITITAS COUNTY WASHINGTON.

### REVISED LEGAL DESCRIPTIONS

**LOT A**  
THAT PORTION OF THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 14, TOWNSHIP 15 NORTH, RANGE 19 EAST, W.M., IN KITITAS COUNTY, WASHINGTON, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTH QUARTER CORNER OF SAID SECTION 14;  
THENCE ALONG THE SOUTH LINE OF SAID SECTION 14, S 89°50'50" W, 986.51 FEET TO THE TRUE POINT OF BEGINNING;  
THENCE CONTINUING ALONG SAID SOUTH LINE, S 89°50'30" W, 488.10 FEET;  
THENCE N 00°00'03" W, 1902.87 FEET;  
THENCE N 89°51'41" E, 498.10 FEET;  
THENCE S 00°00'03" E, 1902.75 FEET TO THE TRUE POINT OF BEGINNING.

### LOT B

THAT PORTION OF THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 14, TOWNSHIP 15 NORTH, RANGE 19 EAST, W.M., IN KITITAS COUNTY, WASHINGTON, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTH QUARTER CORNER OF SAID SECTION 14;  
THENCE ALONG THE SOUTH LINE OF SAID SECTION 14, S 89°50'50" W, 402.41 FEET TO THE TRUE POINT OF BEGINNING;  
THENCE CONTINUING ALONG SAID SOUTH LINE, S 89°50'50" W, 488.10 FEET TO THE TRUE POINT OF BEGINNING;  
THENCE N 00°00'03" W, 1902.75 FEET;  
THENCE N 89°51'41" E, 498.10 FEET;  
THENCE S 00°00'03" E, 1902.64 FEET;  
THENCE S 89°37'44" W, 95.74 FEET TO THE TRUE POINT OF BEGINNING.

### LOT C

THAT PORTION OF THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER AND OF THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 14, TOWNSHIP 15 NORTH, RANGE 19 EAST, W.M., IN KITITAS COUNTY, WASHINGTON, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTH QUARTER CORNER OF SAID SECTION 14;  
THENCE ALONG THE SOUTH LINE OF SAID SECTION 14, S 89°50'50" W, 402.41 FEET;  
THENCE N 00°00'03" W, 1902.84 FEET;  
THENCE N 89°51'41" E, 498.15 FEET;  
THENCE S 00°00'03" E, 1903.04 FEET TO THE SOUTH LINE OF SAID SECTION 14;  
THENCE N 89°37'44" W, 95.74 FEET TO THE POINT OF BEGINNING.

### LOT D

THAT PORTION OF THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 14, TOWNSHIP 15 NORTH, RANGE 19 EAST, W.M., IN KITITAS COUNTY, WASHINGTON, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTH QUARTER CORNER OF SAID SECTION 14;  
THENCE ALONG THE SOUTH LINE OF SAID SECTION 14, S 89°37'44" E, 55.74 FEET TO THE TRUE POINT OF BEGINNING;  
THENCE N 00°00'03" W, 1903.04 FEET;  
THENCE N 89°51'41" E, 502.09 FEET;  
THENCE S 00°00'03" E, 697.65 FEET;  
THENCE S 89°51'41" W, 70.00 FEET;  
THENCE S 00°00'03" E, 1209.33 FEET TO THE SOUTH LINE OF SAID SECTION 14;  
THENCE ALONG SAID SOUTH LINE, N 89°37'44" W, 432.10 FEET TO THE TRUE POINT OF BEGINNING.

### REVISED LEGAL DESCRIPTIONS

#### LOT E

THAT PORTION OF THE SOUTHWEST QUARTER OF SECTION 14, TOWNSHIP 15 NORTH, RANGE 19 EAST, W.M., IN KITITAS COUNTY, WASHINGTON, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTH QUARTER CORNER OF SAID SECTION 14;  
THENCE ALONG THE SOUTH LINE OF SAID SECTION 14, S 89°37'44" E, 487.84 FEET;  
THENCE N 00°00'03" W, 1209.33 FEET;  
THENCE N 89°51'41" E, 70.00 FEET TO THE TRUE POINT OF BEGINNING;  
THENCE N 00°00'03" W, 597.55 FEET;  
THENCE N 89°51'41" E, 913.53 FEET;  
THENCE S 00°00'03" E, 200.00 FEET;  
THENCE N 89°51'41" E, 498.94 FEET;  
THENCE S 29°56'37" E, 736.65 FEET;  
THENCE S 48°43'54" W, 200.00 FEET;  
THENCE N 27°57'59" W, 328.70 FEET;  
THENCE S 89°51'41" W, 1385.46 FEET TO THE TRUE POINT OF BEGINNING.

#### LOT F

THAT PORTION OF THE SOUTHWEST QUARTER OF SECTION 14 AND OF THE SOUTHWEST QUARTER OF SECTION 13, ALL IN TOWNSHIP 15 NORTH, RANGE 19 EAST, W.M., IN KITITAS COUNTY, WASHINGTON, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE EAST QUARTER CORNER OF SAID SECTION 14;  
THENCE ALONG THE EAST-WEST CENTERLINE OF SAID SECTION 14, S 89°51'41" W, 821.54 FEET;  
THENCE S 08°54'56" W, 533.46 FEET TO THE TRUE POINT OF BEGINNING;  
THENCE N 89°51'41" E, 1768.08 FEET;  
THENCE S 48°43'54" W, 1504.17 FEET;  
THENCE N 29°56'37" E, 736.65 FEET;  
THENCE S 89°51'41" W, 408.64 FEET;  
THENCE N 00°00'03" W, 200.00 FEET;  
THENCE N 89°51'41" E, 200.00 FEET;  
THENCE N 06°54'46" E, 200.00 FEET TO THE TRUE POINT OF BEGINNING.

#### LOT G

THAT PORTION OF THE SOUTHWEST QUARTER OF SECTION 14 AND OF THE SOUTHWEST QUARTER OF SECTION 13, ALL IN TOWNSHIP 15 NORTH, RANGE 19 EAST, W.M., IN KITITAS COUNTY, WASHINGTON, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE QUARTER CORNER COMMON TO SAID SECTIONS 13 AND 14;  
THENCE ALONG THE EAST WEST CENTERLINE OF SAID SECTION 13, N 89°58'04" E, 1475.00 FEET;  
THENCE S 48°43'54" W, 786.95 FEET;  
THENCE S 89°51'41" E, 1768.08 FEET;  
THENCE N 06°54'36" E, 523.46 FEET TO THE EAST-WEST CENTERLINE OF SAID SECTION 14;  
THENCE ALONG SAID EAST-WEST CENTERLINE, N 89°51'41" E, 821.54 FEET TO THE POINT OF BEGINNING.

DRAWING NAME: \\EBURGL\ENGR\ESM-JOBEN\1567\001\058\A\PLOTS\SEG-02

### SURVEYOR'S CERTIFICATE

THIS MAP CORRECTLY REPRESENTS A SURVEY MADE BY ME OR UNDER MY DIRECTION IN CONFORMANCE WITH THE REQUIREMENTS OF THE SURVEY RECORDING ACT AT THE REQUEST OF BURBANK CREEK LLC, IN SEPTEMBER, 2008

MICHAEL R. BOWEN  
L.S. NO. 29294



### RECORDING CERTIFICATE

FILED FOR RECORD THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2008 AT \_\_\_\_\_ M. IN VOLUME \_\_\_\_\_ OF SURVEYS ON PAGE \_\_\_\_\_ AT THE REQUEST OF ESM, LLC.

KITITAS COUNTY AUDITOR \_\_\_\_\_ SUPT. OF RECORDS \_\_\_\_\_

RECORDING NO. \_\_\_\_\_



ESM CONSULTING ENGINEERS, LLC  
2211 W. Doherty Rd., Suite 1  
Ellensburg, WA 98926

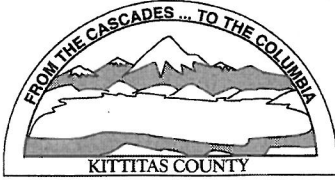
(509) 892-2800  
FAX: (509) 892-8113  
WWW.ESMCNVL.COM

Civil Engineering  
Public Works  
Land Surveying  
Project Management  
Landscape Architecture

DATE: 11-06-08

SHEET 2 OF 2





KITTITAS COUNTY PERMIT CENTER  
411 N. RUBY STREET, ELLENSBURG, WA 98926

**RECEIPT NO.: 00003589**

COMMUNITY DEVELOPMENT SERVICES  
(509) 962-7506

PUBLIC HEALTH DEPARTMENT  
(509) 962-7698

DEPARTMENT OF PUBLIC WORKS  
(509) 962-7523

**Account name:** 020040

**Date:** 11/6/2008

**Applicant:** BURBANK CREEK LLC

**Type:** check # 39290

<u>Permit Number</u>	<u>Fee Description</u>	<u>Amount</u>
SG-08-00035	ADMINISTRATIVE SEGREGATION	575.00
	Total:	575.00