

# KITITAS COUNTY

## DEPARTMENT OF PUBLIC WORKS

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### MEMORANDUM

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TO: Dan Valoff, Community Development Services

FROM: Christina Wollman, Planner II *CW*

DATE: May 4, 2009

SUBJECT: Take Five Plat LP-08-00032

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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.
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#### The following shall be conditions of preliminary approval:

1. Timing of Improvements: This application is subject to the latest revision of the Kittitas County Road Standards, dated 9/6/05. The following conditions apply and must be completed prior to the issuance of a building permit for any of the residence within this plat. A Performance Bond or acceptable financial guarantee may be used, in lieu of the required improvements, per the conditions outlined in the current Kittitas County Road Standards.
2. 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.
3. Easement Notes: All notes stating “to be created by separate document” shall be removed from the final plat.
4. Private Road Improvements: All access shall be constructed to meet or exceed the requirements of 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’.

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- 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.
5. Private Road Maintenance Agreement: The applicant shall meet all applicable conditions of any pre-established or required Private Road Maintenance Agreements.
  6. Lot Closure: It is the responsibility of the Professional Licensed Surveyor (PLS) to ensure the lot closures are correct and accurate.
  7. 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.
  8. 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.
  9. Mailbox Placement: The U.S. Postal Service requires that private roads with 6 or more residences install USPS approved Cluster Box Units (CBUs) at a safe location at the mouth of the private road. Contact your local Post Office for location and additional design requirements before beginning construction.

Current Kittitas County Road Standards, as adopted 9/6/05.

*Chapter 12 – PRIVATE ROADS*

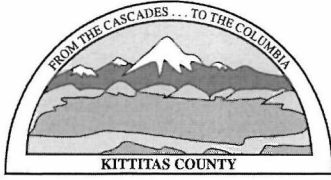
12.12.010 General

Private roads shall meet the following conditions:

1. Private roads shall meet the minimum access requirements of the International Fire Code as adopted by the County, and
2. Shall be designed and constructed in conformance with AASHTO Guidelines for Geometric Design of Very Low-Volume Local Roads (ADT < 400) 2001, as now exists or hereafter amended, and
3. Shall be inspected and certified by a licensed professional engineer for conformance with the above referenced standards. In the alternative, an applicant may request the private roadway to be inspected and subject to the approval of the Public Works Director. If certification by the public Works Director/County Engineer is desired, submission of road plans and necessary testing documentation that confirms compliance with Kittitas County Road Standards is required, and services will be performed on a reimbursable basis, and
4. Permanently established by an easement recorded with the Kittitas County Auditor or right-of-way, providing legal access to each affected lot, dwelling unit, or business, and
5. Will not result in land locking of existing or proposed parcels, and
6. Maintained by the developer or legally responsible owner or homeowners' association or other legal entity made up of all benefited property owners, under the provisions of an acceptable and recorded "Private Road Maintenance Agreement", and
7. Clearly described on the face of the plat, short plat, or other development authorization and clearly signed at street location as a private street or road, for the maintenance of which Kittitas County is not responsible and a disclosure statement of the same is filed with the County Auditor, and
8. The following note shall be placed on the face of the plat, short plat, or other development authorization:

"Kittitas County will not accept private roads for maintenance as public streets or roads until such streets or roads are brought into conformance with current County Road Standards. This requirement will include the hard surface paving of any street or road surfaced originally with gravel."

Please let me know if you have any questions or need further information.



# KITTITAS COUNTY DEPARTMENT OF PUBLIC WORKS

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## MEMORANDUM

TO: Dan Valoff, CDS  
FROM: Christina Wollman, Planner II *CW*  
DATE: April 23, 2009  
SUBJECT: REQUEST FOR MORE INFORMATION  
Take Five Plat LP-08-00032

The following request for more information was made in January:

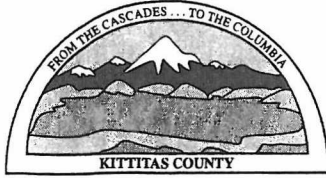
*Prior to conditional approval of the O. Sieber Short Plat and Take Five Plat, the Kittitas County Department of Public Works requests the following information:*

***Documentation of a 60' access easement to all tax lots in both projects.***

*Kittitas County Road Standards require that all access easements in these projects be a minimum of 60' (KCRS, 9/6/05 edition, Table 12-1, Low-Density Private Road).*

*Kittitas County Department of Public Works will grant conditional approval after this information is received. Please contact me if you have any questions.*

Documentation was received for Road "D" and Road "H". However, a 60' easement is also required for the easement that serves Lots D, E, F & G. Kittitas County Department of Public Works will grant conditional approval after this information is received. Please contact me if you have any questions.



## KITTITAS COUNTY DEPARTMENT OF PUBLIC WORKS

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### MEMORANDUM

TO: Allison Kimball, CDS  
FROM: Christina Wollman, Planner II  
DATE: January 28, 2009  
SUBJECT: REQUEST FOR MORE INFORMATION  
O. Sieber Short Plat SP-08-00052  
Take Five Plat LP-08-00032

Prior to conditional approval of the O. Sieber Short Plat and Take Five Plat, the Kittitas County Department of Public Works requests the following information:

**Documentation of a 60' access easement to all tax lots in both projects.**

Kittitas County Road Standards require that all access easements in these projects be a minimum of 60' (KCRS, 9/6/05 edition, Table 12-1, Low-Density Private Road).

Kittitas County Department of Public Works will grant conditional approval after this information is received. Please contact me if you have any questions.



*To Protect and Promote the Health and the Environment of the People of Kittitas County*

February 11, 2009

Scott Turnbull, Staff Planner  
Community Development Services  
411 N Ruby Street, Suite 2  
Ellensburg, WA 98926

Dear Mr. Turnbull,

Thank you for the opportunity to comment on the Take Five Plat, LP-08-00032. Pursuant to the Memorandum of Agreement between Kittitas County and the Washington State Department of Ecology all the future residential well connections serving the proposed lots shall be required to have meters installed. Metering results shall be recorded in a manner consistent with Kittitas County and Washington State Department of Ecology requirements.

The Public Health Department's recommendation shall state that final approval be conditioned upon the developer/owner of the plat providing proof of water availability. Water availability can be provided through several different ways depending on the source of water proposed.

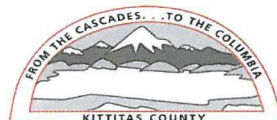
If a public water system is proposed for the plat, the public water system information shall be submitted and reviewed by Kittitas County Public Health Department or Washington State Department of Health which includes final issuance of the well ID number to meet the water availability requirement for plat approval.

If individual wells are proposed for the parcels and there is an existing well located on the plat, a well log from Washington State Department of Ecology will meet the water availability requirement. If there is not an existing well on the plat, then a water availability report with documentation and evidence to support the claim regarding adequate availability of groundwater for the proposed number of potable water wells must be submitted for review.

At this time the application does not contain sufficient information to make a determination of adequate water availability. The above mentioned items need to be submitted to the Public Health Department in order for your plat application to be recommended for final approval.

If you should have any further questions please don't hesitate to contact me by phone 509-962-7005 or email [james.rivard@co.kittitas.wa.us](mailto:james.rivard@co.kittitas.wa.us).

**Kittitas County  
Public Health Department**  
507 N. Nanum Street, Suite 102  
Ellensburg, WA 98926  
T: 509.962.7515  
F: 509.962.7581



[www.co.kittitas.wa.us/health/](http://www.co.kittitas.wa.us/health/)

**Environmental  
Health Services**  
411 North Ruby Street, Suite 3  
Ellensburg, WA 98926  
T: 509.962.7698  
F: 509.962.7052



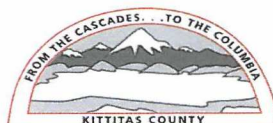
*To Protect and Promote the Health and the Environment of the People of Kittitas County*

Sincerely,

*James Rivard*

James Rivard  
Environmental Health Specialist II  
Kittitas County Public Health Department

**Kittitas County  
Public Health Department**  
507 N. Nanum Street, Suite 102  
Ellensburg, WA 98926  
T: 509.962.7515  
F: 509.962.7581



[www.co.kittitas.wa.us/health/](http://www.co.kittitas.wa.us/health/)

**Environmental  
Health Services**  
411 North Ruby Street, Suite 3  
Ellensburg, WA 98926  
T: 509.962.7698  
F: 509.962.7052





STATE OF WASHINGTON

**DEPARTMENT OF ARCHAEOLOGY & HISTORIC PRESERVATION**

1063 S. Capitol Way, Suite 106 • Olympia, Washington 98501

Mailing address: PO Box 48343 • Olympia, Washington 98504-8343

(360) 586-3065 • Fax Number (360) 586-3067 • Website: [www.dahp.wa.gov](http://www.dahp.wa.gov)

February 11, 2009

Mr. Scott Turnbull  
Planner  
Community Development Services  
411 N. Ruby St. Ste. 2  
Ellensburg, WA 98926



In future correspondence please refer to:

Log: 021109-12-KT

Property: Take Five 7-lot Preliminary Plat (LP-08-00032)

Re: Archaeology - Survey Requested

Dear Mr. Turnbull:

We have reviewed the materials forwarded to our office for the proposed project referenced above. The area has a high potential for archaeological resources. The project area is approximately 0.2 miles east of the Yakima River. There are 22 previously recorded archaeological sites within approximately 1 mile of the project area. Although the platting process does not initiate ground disturbance, the future development of the building lots would disturb or destroy any archaeological resources present. We request that a professional archaeological survey of the project area be conducted at the platting phase rather than waiting for development.

Archaeological concerns are addressed under the State Environmental Protection Act (SEPA). The building of single-family residences does not trigger the SEPA process therefore cultural resource concerns should be addressed in the early stages of permitting which is usually the platting phase under SEPA. Under WAC 197-11-100, the county may require that additional information, such as a cultural resources survey or additional studies, be provided at the applicant's expense. We also recommend consultation with the concerned Tribes' cultural committees and staff regarding cultural resource issues.

These comments are based on the information available at the time of this review and on behalf of the State Historic Preservation Officer. Should additional information become available, our assessment may be revised. Thank you for the opportunity to comment on this project and we look forward to receiving the survey report. Should you have any questions, please feel free to contact me at (360) 586-3088 or [Gretchen.Kaehler@dahp.wa.gov](mailto:Gretchen.Kaehler@dahp.wa.gov).

Sincerely,

Gretchen Kaehler  
Assistant State Archaeologist

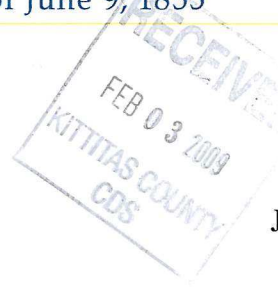
Johnson Meninick, Yakama Nation Cultural Resources Program Manager  
Kate Valdez, Yakama Nation Tribal Historic Preservation Officer (THPO)





Confederated Tribes and Bands of the Yakama Nation  
Established by the Treaty of June 9, 1855

Post Office Box 151  
Toppenish Washington 98948



January 31, 2009

Allison Kimball  
Kittitas County Community Development Services  
411 N. Ruby St, Suite 2  
Ellensburg, WA 98926

Subject: Take Five 7 Lot Preliminary Plat (LP-08-00032)

Dear Ms. Kimball,

Thank you for contacting the Yakama Nation Cultural Resource Program regarding the proposed development listed above. This project falls within the ceded lands of the Yakama Nation, defined as the usual and accustomed places utilized by the ancestors of the Yakama People for the gathering of foods, medicines, and ceremonial purposes. These legal rights are outlined in the Treaty of 1855 between the Yakama Nation and the United States government. Just as in the past, these lands and their resources continue to fulfill a central role in the culture of members of the Yakama Nation in the present, and will continue to do so in the future.

The provided project documentation notes the proposed development as being a 7-lot short plat on approximately 37.38 acres of land located off Rosa View Drive within portions of Sections 21 and 22, Township 15 N., Range 19 E. We have reviewed the project in terms of its potential for adverse impacts to environmental resources, sacred areas, traditional cultural properties, archaeological properties and associated cultural issues. It is our belief that the proposed project is occurring within an area which has an extremely high potential for cultural sites and other cultural resources. The Burbank Creek Valley is well known to the Yakama Nation as a place of resource gathering, homesites, as well as burial sites and places of spiritual significance.

A review of the Washington State Department of Archaeology and Historic Preservation (DAHP) cultural site database indicates the rich cultural history of the area, with 22 previously recorded archaeological sites and isolated artifacts being found within 1-mile of the subject property.

Given the potential for cultural resource sites at the proposed development locale, we feel that the appropriate action to identify any cultural/archaeological sites present should begin with a professional cultural resources survey and historical documentation of the property prior to any ground disturbing activities associated with the short plat. Further, based on the findings of the survey, additional cultural resources protective measures may be necessary during any type of ground disturbing activities relating to development.

Please contact me at 1-509-865-5121 ext. 4737 or tribal archaeologist Dave Woody at ext. 4760 if you have any questions regarding the above recommendation.

Sincerely,

A handwritten signature in black ink, appearing to read 'Johnson Meninick', written over the printed name.

Johnson Meninick,  
Yakama Nation Cultural Resources Program Manager

CC: Gretchen Kaehler, Assistant State Archaeologist, Washington State Department of Archaeology  
and Historic Preservation (DAHP)

Kate Valdez, Yakama Nation Tribal Historic Preservation Officer (THPO)



STATE OF WASHINGTON  
DEPARTMENT OF ECOLOGY

15 W Yakima Ave, Ste 200 • Yakima, WA 98902-3452 • (509) 575-2490

February 11, 2009



Scott Turnbull  
Kittitas County Community Development  
411 N. Ruby St., Suite 2  
Ellensburg, WA 98926

Dear Mr. Turnbull:

Thank you for the opportunity to comment during the optional determination of nonsignificance process for the preliminary plat of approximately 37.38 acres into 7 lots, proposed by Otto Sieber [LP-08-00032]. We have reviewed the documents and have the following comments.

**Water Resources**

Any ground water withdrawals in excess of 5,000 gallons per day or for the irrigation of more than ½ acre of lawn or noncommercial garden will require a permit from the Department of Ecology.

Chapter 173-150 WAC provides for the protection of existing rights against impairment, i.e. interruption or interference in the availability of water. If water supply in your area becomes limited your use could be curtailed by those with senior water rights.

The Attorney General's Opinion, (AGO 1997 No. 6) regarding the status of exempt ground water withdrawals, states that a group of wells drilled by the same person or group of persons, at or about the same time, in the same area, for the same purpose or project should be considered a single withdrawal and would not be exempt from the permitting requirement contained in RCW 90.44.050, if the total amount withdrawn for



Mr. Turnbull  
February 11, 2009  
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domestic use exceeds 5,000 gallons per day or if a total of more than .5 acre of lawn and garden are irrigated.

The Attorney General's opinion suggests that caution should be used in finding developments to be exempt from needing a water right permit if the possibility exists that the development of the project will result in the ultimate withdrawal of water in excess of 5,000 gallons per day or the irrigation of more than .5 acre of lawn and garden.

**This project is subject to WAC 173-539A. Source meter(s) must be installed at the point(s) of withdrawal in compliance with WAC 173-173-100. Metering and reporting will be required in compliance with 173-539A-070.**

There is a concern about irrigation with a single groundwater exemption, which only allows up to ½ acre. With the proposed lot size, irrigation could easily be over 0.5 acre. If irrigation water is available through an irrigation district, know that the water purveyor is responsible for ensuring that the proposed use(s) are within the limitations of its water rights. If the proposal's actions are different than the existing water right (source, purpose, the place of use, or period of use), then it is subject to approval from the Department of Ecology pursuant to Sections 90.03.380 RCW and 90.44.100 RCW.

However, if irrigation water is not available through an irrigation district, Ecology encourages the use of covenants to help property owners stay within the groundwater exemption criteria until a valid water right is obtained for irrigation. For metering information, please contact Ken Schuster at (509) 454-4263. **The key element will be to obtain valid irrigation rights.**

If you have any questions concerning the Water Resources comments, please contact Breean Zimmerman at (509) 454-7647.

## **Water Quality**

### Project Greater-Than 1 Acre with Potential to Discharge Off-Site

An NPDES Construction Stormwater General Permit from the Washington State Department of Ecology is required if there is a potential for stormwater discharge from a construction site with more than one acre of disturbed ground. This permit requires that

Mr. Turnbull  
February 11, 2009  
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the SEPA checklist fully disclose anticipated activities including building, road construction and utility placements. Obtaining a permit is a minimum of a 38 day process and may take up to 60 days if the original SEPA does not disclose all proposed activities.

The permit requires that Stormwater Pollution Prevention Plan (Erosion Sediment Control Plan) is prepared and implemented for all permitted construction sites. These control measures must be able to prevent soil from being carried into surface water (this includes storm drains) by stormwater runoff. Permit coverage and erosion control measures must be in place prior to any clearing, grading or construction.

More information on the stormwater program may be found on Ecology's stormwater website at: <http://www.ecy.wa.gov/programs/wq/stormwater/construction/>. Please submit an application or contact Lynda Jamison at the Dept. of Ecology, (509) 575-2434, with questions about this permit.

Sincerely,



Gwen Clear  
Environmental Review Coordinator  
Central Regional Office  
(509) 575-2012