



KITTITAS COUNTY COMMUNITY DEVELOPMENT SERVICES

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"Building Partnerships – Building Communities"

Kittitas County Public Works Maintenance Facility File Number PF-18-00001

FINDINGS OF FACT, DECISION, AND CONDITIONS OF APPROVAL

I. GENERAL INFORMATION

Requested Action: Kittitas County Public Works Department (PW) proposes to relocate its Upper County road maintenance operations from their current facility in Cle Elum to their newly purchased property (Parcel Numbers 11813 & 13229). The project will include office space, equipment repair facilities, equipment storage, sand storage facilities, and an on-site fueling area.

Location: Parcels 11813 & 13229, located at No. 5 Mine Rd. Cle Elum, WA 98922. Section 21, T. 20N, R. 15 E.W.M. in Kittitas County. Map Number 20-15-21040-0005 & 20-15-21040-0006.

II. SITE INFORMATION

Total Property Size:	6.1 acres
Number of Lots:	2 (no new lots are being proposed)
Domestic Water:	City of Cle Elum
Sewage Disposal:	City of Cle Elum
Power/Electricity:	PSE
Fire Protection:	Fire District 7
Irrigation District:	None

Site Characteristics:

- North: Privately owned land, and Coal Mine Trail
- South: SR 903 and Cle Elum Roslyn elementary, middle, and high schools
- East: Privately owned developed land, Kittitas County Solid Waste
- West: Privately owned undeveloped land

Access: The site is accessed from No. 5 Mine Road.

Zoning and Development Standards: The subject property is located approximately .5 miles North West of the City of Cle Elum and has a zoning designation of Rural 5. The purpose and intent of the Rural-5 zone is to provide areas where residential development may occur on a low density basis. A primary goal and intent in siting R-5 zones will be to minimize adverse effects on adjacent natural resource lands. The Rural 5 zone allows for a vast array of permitted and conditional uses, per 17.15.070.1 Public Facilities are allowed as a use in this zone when permitted administratively. This project is being proposed under KCC 17.62 Public Facilities Permits, and KCC 17.60B.050 Administrative Review Process. This Public Facilities Permit requires that the following be met:

17.62.040 Decision criteria (Public Facilities)

The Community Development Services department shall review public facility permit applications in accordance with the provisions of this section and may approve, approve with conditions, or deny the public facility permit.

1. Required Findings. A public facility permit may be approved by the Community Development Services department only if all of the following findings can be made regarding the proposal and are supported by the record:
 - a. That the granting of the proposed public facilities permit will not:
 - i. Be detrimental to the public health, safety, and general welfare;
 - ii. Be injurious to the property or improvements adjacent to, and in the vicinity of, the site upon which the proposed use is to be located; nor
 - iii. Adversely affect the established character of the surrounding vicinity.

Applicant Response:

- i. The proposed public facilities permit will enhance public health, safety, and general welfare because Public Works will have more immediate access to the community and surrounding transportation network.
- ii. Public Works does not anticipate injury to the property or injury to improvements near the site. Upper County Shop will be an improvement to a currently vacant lot. The shop will provide a closer opportunity for road and bridge maintenance in the immediate area. The shop complements the solid waste transfer site located across the street allowing for sharing of heavy equipment during peak solid waste operations.
- iii. The proposed Upper County Shop will complement the established character of the surrounding vicinity. With Solid Waste and an electrical substation nearby, Upper County Shop adds a similar character to the nearby area.

Staff Response: Staff agrees that the proposed project increases public welfare and safety, is not injurious to the surrounding property, and as mitigated complements the existing characteristic of the surrounding area.

- b. That the proposed use will not introduce hazardous conditions at the site that cannot be mitigated to protect adjacent properties, the vicinity, and the public health, safety, and welfare of the community from such hazard.

Staff Response: No hazardous conditions are anticipated at the proposed site. However any tanks placed are subject to all pertinent regulations including but not limited to building code, fire code, and health code.

- c. That the granting of the proposed public facilities permit is consistent and compatible with the intent of the goals, objectives, and policies of the comprehensive plan and any implementing regulations.

Staff Response: The granting of the proposed public facilities permit is consistent with the comprehensive plan and existing regulations as shown in section IV of this document.

- d. That the facility site and environmental designs:
 - i. Meet local and state siting criteria and design; and

- ii. Have been reviewed and/or commented upon by local and state agencies responsible for issuing permits.

Staff Response: The proposed project is subject to meeting all applicable codes and regulations. Prior to issuance of building permits all other required review will be completed. All departments and state agencies responsible for permitting of this project have been notified of the application and given opportunity to comment in accordance with KCC Title 15A.

- e. That all conditions to mitigate the site specific impacts of the proposed use which were identified can be monitored and enforced.

Staff Response: All conditions imposed to mitigate impacts shall be enforced through continued permitting requirements as identified in this document.

- f. That all yards, open spaces, landscaping, walls and fences, and other buffering features are properly provided to mitigate the impacts of the facility to make it compatible with the character of the surrounding area.

Applicant Response: Fencing and buffers are compatible with the character of the surrounding area as fencing will match Solid Waste's fence line at SR 903 frontage.

Staff Response: CDS concurs that as proposed the new facility is compatible with the character of the surrounding area. The applicant has provided multiple large buffer areas that will remain naturally vegetated, and will construct perimeter fencing compatible with existing near by facilities.

- g. That the proposed public facility will be supported by, and not adversely affect, adequate public facilities and services; or that conditions can be imposed to lessen any adverse impacts on such facilities and services.

Staff Response: No adverse effects on existing public facilities and services are anticipated. The proposed project will be served by City of Cle Elum's public water and sewer system, and the applicant has addressed traffic concerns.

- 2. Approval. The Community Development Services department may approve an application for a public facilities permit or approve with additional requirements to comply with specified requirements or site conditions.
- 3. Denial. The Community Development Services department may deny a public facility permit if the proposal does not meet or cannot be conditioned to meet the required findings. (Ord. 2007-22, 2007; Ord. 2002-03 (part), 2002)

III. REVIEW PROCESS

Notice of Application: A Public Facilities permit application was submitted to Kittitas County Community Development Services department on May 23, 2018. This application was deemed complete on June 4, 2018 after CDS received all of the necessary application information. A notice of application and statement regarding a SEPA Checklist for the Kittitas County Public Works Public Facilities Permit (PF-18-00001) were mailed to adjacent landowners located within 500 feet of any portion of the boundary of the proposal's tax parcel & associated Agencies. Notice was given to and published in the official newspaper of record for Kittitas County on June 18, 2018, and in the NKC Tribune on June 21, 2018, all in conformance with the Kittitas County Project

Permit Application Process (Title 15A).

IV. COMPREHENSIVE PLAN

County has established the following goals and policies to guide activities related to Rural Lands and Critical Areas. These goals and policies were developed in response to identified needs within the county, and support the County Wide Planning Policies:

GPO 5.18 Provide adequate public facilities by constructing needed capital improvements which (1) repair or replace obsolete or worn out facilities, (2) eliminate existing deficiencies, and (3) meet the needs of future development and redevelopment caused by previously issued and new development permits. The county's ability to provide needed improvements will be demonstrated by maintaining a financially feasible schedule of capital improvements in this Capital Facilities Plan.

Staff Consistency Statement: The proposed maintenance facility replaces the existing facility in Cle Elum which is in disrepair. It also provides easier accessibility to the surrounding travel network which it serves, there for eliminating existing deficiencies.

GPO 5.26 All public facility capital improvements shall be consistent with the adopted land use map and the goals and policies of other elements of this Comprehensive Plan. The location of, and level of service provided by projects in the schedule of capital improvements shall maintain adopted standards for levels of service for existing and future development in a manner and location consistent with the Land Use Element of this Comprehensive Plan.

Staff Consistency Statement: The proposed project site is designated Rural Residential and zoned Rural-5 by the current Comprehensive Plan maps. Per KCC 17.15.060.1 Public Facilities are identified as and allowed use when permitted administratively. As the site is designated as a residential land use, having a maintenance facility in the area that improves response time to the surrounding road network only improves level of public services for future development in the project vicinity.

GPO 5.32 Ensure public involvement when siting of essential public facilities through the use of timely press releases, newspaper notices, public information meetings, and public hearings

Staff Consistency Statement: A notice of application and statement regarding a SEPA Checklist for the Kittitas County Public Works Public Facilities Permit (PF-18-00001) were mailed to adjacent landowners located within 500 feet of any portion of the boundary of the proposal's tax parcel & associated Agencies. Notice was given to and published in the official newspaper of record for Kittitas County on June 18, 2018, and in the NKC Tribune on June 21, 2018, all in conformance with the Kittitas County Project Permit Application Process (Title 15A).

This application is consistent with Kittitas County Comprehensive Plan. There are a number of requirements that must be met, which are stated above under Zoning and Development Standards; some of these are addressed under Project Analysis below.

V. ENVIRONMENTAL REVIEW

A notice of application and statement regarding a SEPA Checklist for the Kittitas County Public Works Public Facilities Permit (PF-18-00001) were mailed to adjacent landowners located within 500 feet of any portion of the

boundary of the proposal's tax parcels & associated Agencies. Notice was given to and published in the official newspaper of record for Kittitas County, on June 18, 2018. Based upon review of the submitted application materials including an environmental checklist, correspondence received during this 15 day comment period and other information on file with Community Development Services, a Determination of Non-Significance (DNS) was issued on August 14, 2018. The appeal period ends on August 28, 2018 at 5:00 p.m.

VI. AGENCY AND PUBLIC COMMENTS

Applicable agencies, adjacent property owners, and interested parties have been given the opportunity to review this proposal. All comments are on file and available for public review.

VII. PROJECT ANALYSIS

In review of this proposal it is important to consider the goals and policies of the comprehensive plan, applicable county code, public and agency comments, any identified environmental concerns and state and federal requirements. Identified below is planning staff's analysis and consistency review for the subject application.

Consistency with the Comprehensive Plan:

The proposal is consistent with the goals and policies of the Kittitas County Comprehensive Plan. As referenced above in Section IV of this staff report, the following Comprehensive Plan GPOs apply to this proposal: GPO 5.18, 5.26 and 5.32.

Consistency with the provisions of KCC 17A, Critical Areas:

Staff conducted an administrative critical area review in accordance with KCC 17A on top of issuing a SEPA DNS. GIS information indicates a type 2 stream located along the north project boundary. The applicant's proposal adequately addresses protection for the stream. No other critical areas are located on the subject parcel.

Consistency with the provisions of KCC 17B Shorelines

This proposal is consistent with the Kittitas County Zoning Code 17B. GIS information and Kittitas County Shoreline Master Program indicates that the parcels do not include any shorelines of the state.

Consistency with the provisions of KCC 17.30A Rural -5 Zoning

The project is proposed as a Public Facility. Per KCC 17.08.457 "Public facilities" means capital improvements and systems to support transportation, law enforcement, fire protection, and recreation. Facilities include but are not limited to fire stations, police stations, and bus stops. Public Facilities are allowed in the Rural 5 zone through approval of an Administrative Permit process pursuant to KCC 17.15.060.1 Allowed Use Table. Therefore this proposal is consistent with the Kittitas County Zoning Code 17.30A.

Consistency with the provisions of KCC 17.62.040 Decision criteria (Public Facilities):

This proposal as conditioned is consistent with the Kittitas County Zoning Code for Permitted Administrative Uses as conditioned.

Consistency with the provisions of the KCC Title 14.04, Building Code:

All buildings must be consistent with International Building Codes.

Consistency with the provisions of KCC Title 12, Roads and Bridges:

As conditioned, the proposal must be consistent with the provisions of KCC Title 12.

Consistency with the provisions of KCC Title 20, Fire and Life Safety:

As conditioned, the proposal must be consistent with the provisions of KCC Title 20.

Agency Comments:

The following agencies provided comments during the comment period: Kittitas County Public Health, WA Department of Health, and WA Department of Ecology, City of Cle Elum, City of Roslyn, and WA State Department of Transportation. All comments are on file and available for public review.

Public Comments:

The following Public provided comments during the comment period: Douglas Weis, Shenna Redding, and Citizens Alliance for Property Rights. All comments are on file and available for public review.

VIII. FINDINGS OF FACT

1. A Public Facilities permit application was submitted to Kittitas County Community Development Services department on May 23, 2018 by Kittitas County Public Works Department. The application proposes to relocate PW Upper County road maintenance operations from their current facility in Cle Elum to their newly purchased property (Parcel Numbers 11813 & 13229). The project will include office space, equipment repair facilities, equipment storage, sand storage facilities, and an on-site fueling area.
2. The subject property is located at No. 5 Mine Rd. Cle Elum, WA 98922. Section 21, T. 20N, R. 15 E.W.M. in Kittitas County. Map Number 20-15-21040-0005 & 20-15-21040-0006.

3. Site information:

Total Property Size:	6.1 acres
Number of Lots:	2 (no new lots are being proposed)
Domestic Water:	City of Cle Elum
Sewage Disposal:	City of Cle Elum
Power/Electricity:	PSE
Fire Protection:	Fire District 7
Irrigation District:	None

4. Site Characteristics:

North: Privately owned land, and Coal Mine Trail
South: SR 903 and Cle Elum Roslyn elementary, middle, and high schools
East: Privately owned developed land, Kittitas County Solid Waste
West: Privately owned undeveloped land

5. The Comprehensive Plan land use designation is "Rural Residential."
6. The subject property is zoned "Rural-5."
7. A Public Facilities permit application was submitted to Kittitas County Community Development Services department on May 23, 2018. This application was deemed complete on June 4, 2018 after CDS received all of the necessary application information. A notice of application and statement regarding a SEPA Checklist for the Kittitas County Public Works Public Facilities Permit (PF-18-00001) were mailed to adjacent landowners located within 500 feet of any portion of the boundary of the proposal's tax parcel & associated Agencies. Notice was given to and published in the official newspaper of record for Kittitas County, on June 18, 2018, all in conformance with the Kittitas

County Project Permit Application Process (Title 15A).

8. The proposal is consistent with the Kittitas County Comprehensive plan as referenced in section VII above.
9. This application is consistent with KCC 17.62.040 Decision criteria (Public Facilities).
10. This application is consistent with the International Building Code as conditioned.
11. The following agencies provided comments during the comment period: Kittitas County Public Health, WA Department of Health, and WA Department of Ecology, City of Cle Elum, City of Roslyn, and WA State Department of Transportation. All comments are on file and available for public review.
12. The following Public provided comments during the comment period: Douglas Weis, Shenna Redding, and Citizens Alliance for Property Rights. All comments are on file and available for public review.
13. A notice of application and statement regarding a SEPA Checklist for the Kittitas County Public Works Public Facilities Permit (PF-18-00001) were mailed to adjacent landowners located within 500 feet of any portion of the boundary of the proposal's tax parcel & associated Agencies. Notice was given to and published in the official newspaper of record for Kittitas County, on June 18, 2018. Based upon review of the submitted application materials including an environmental checklist, correspondence received during this 15 day comment period and other information on file with Community Development Services, a Determination of Non-Significance (DNS) was issued on August 14, 2018. The appeal period ends on August 28, 2018 at 5:00 p.m.
14. Access and driveways must be consistent with Kittitas County Code Title 12.
15. KVFR, currently contracted for Fire Marshall Services, requires consistency with KCC Title 20 upon issuance of any building permits.

IX. STAFF CONCLUSIONS

1. As conditioned, the proposed project meets the goals, policies and implementation recommendations as set forth in the Kittitas County Comprehensive Plan.
2. As conditioned, this proposal is consistent with applicable federal and state laws and regulations.
3. Public use and interest will be served by approval of this proposal.
4. As conditioned, the proposal is consistent with Kittitas County Code Title 17 Zoning, Title 17A Critical Areas, 17B Shorelines, Title 14.04 Building Code, Title 12 Roads and Bridges, Title 15 Environmental Policy, and Title 20 Fire and Life Safety.

X. DECISION AND CONDTIONS OF APPROVAL

Kittitas County grants **Approval** of the Public Works Maintenance Facility public facilities permit based on the project record, above staff analysis, findings of fact, and conclusions with the following conditions:

1. Building

- A. All new construction must meet the International Building Code requirements.
- B. Water trucks or similar shall be used to maintain dust during construction and normal operation as needed.
- C. Proposed buffer of existing trees along SR 903 shall remain as shown to provide a light pollution buffer for traveling traffic.
- D. A parcel combination must be completed prior to building permit issuance or all structures must meet zoning setbacks from all existing property lines.

2. Critical Areas

- A. All construction shall maintain a 100' buffer from the identified type 2 stream as shown on proposed site plan.

3. Roads and Transportation

- A. Applicant will need to obtain the correct permitting for access and addressing to the facilities prior to building permit issuance. The access to the property will be required to meet the December 15, 2015 Kittitas County Road and Bridge Standards 12.04.080 private road criteria table 4-4 – Private Road Minimum Design Standards for Average Lot Size > 10.0 acres. There the driveways off of the access road will be required to meet at a minimum the driveway and joint-use driveway standards.
- B. A grading permit may be required for any dirt work exceeding 100 cubic yards of material.

4. State and Federal

- A. Applicant must meet all state and federal regulations.

5. Fire & Life Safety

- A. All development, design and construction shall comply with the International Fire Code requirements.
- B. A knock box is required on all gates for access.
- C. New development shall be compliant with the most current adopted WUIC code.
- D. Chemically sensitive areas shall be designated.

6. Historic and Cultural Preservation

- A. Should ground disturbing or other activities related to the proposed conditional use permit result in the inadvertent discovery of cultural or archaeological materials, work shall be stopped in the immediate area and contact be made with the Washington State Department of Archaeology and Historic Preservation (DAHP). Work shall remain suspended until the find is assessed and appropriate consultation is conducted. Should human remains be inadvertently discovered, as dictated by Washington State RCW

27.44.055, work shall be immediately halted in the area and contact made with the coroner and local law enforcement in the most expeditious manner possible.

7. Stormwater

- A. Plans prepared in accordance with the Stormwater Management Manual for Eastern Washington by a Professional Engineer, licensed in the State of Washington, are required to be submitted to Public Works for approval prior to issuance of building permit.

From these conclusions and findings, the proposed Public Facilities Permit is approved with the above conditions. Kittitas County Code (Chapter 15A.07.010) stipulates that an appeal of this land use decision must be filed within 10 (ten) working days by submitting specific factual objections and a fee of \$1400 to the Kittitas County Board of Commissioners at 205 West 5th, Room 108 Ellensburg, WA 98926. The appeal deadline for this project is August 29, 2018 at 5:00p.m.

Responsible Official



Chelsea Benner

Title: Staff Planner

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Date: August 15, 2018