

Jun 27th @ 9 AM



# KITTTITAS COUNTY COMMUNITY DEVELOPMENT SERVICES

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

CDS@CO.KITTTITAS.WA.US

Office (509) 962-7506

Fax (509) 962-7682

"Building Partnerships - Building Communities"

## 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.)

N/A

- Floor plan with minimum labeling to include uses of rooms, dimensions, plumbing & mechanical fixtures (if proposing structures other than residential and accessory)

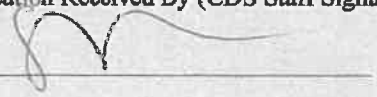
PM-18-00013

### GENERAL APPLICATION INFORMATION

#### APPLICATION FEES

6110 KCPW  
~~\$355.00~~ Kittitas County Community Development Services (KCCDS) Waived per Director  
 \$350 ~~\$235.00~~ Kittitas County Environmental Health  
~~\$590.00~~ Fees due for this application  
 \$ 460 -

#### FOR STAFF USE ONLY

Application Received By (CDS Staff Signature): 

DATE: 6/15/18

RECEIPT # CD18-01417

**RECEIVED**  
 JUN 15 2018  
 Kittitas County  
 DATE STAMP IN BOX

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

FORM LAST REVISED: 1-26-16

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

Name: Hutchinson Properties  
Mailing Address: P.O. Box 938  
City/State/ZIP: Ellensburg Wa, 98926  
Day Time Phone: 509 933 7050  
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: Lenny Morrison  
Mailing Address: P.O. Box 938  
City/State/ZIP: Ellensburg Wa 98926  
Day Time Phone: 509 933 7050  
Email Address: lmorrison@ellensburgcement.com

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

Name: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
City/State/ZIP: \_\_\_\_\_  
Day Time Phone: \_\_\_\_\_  
Email Address: \_\_\_\_\_

**4. Street address of property:**

Address: 1191 SR 97  
City/State/ZIP: Ellensburg Wa 98926

**5. Tax parcel number:** 261033

**6. Property size:** 58 acres (acres)

**7. Land Use Information:**

Zoning: Urban Residential      Comp Plan Land Use Designation: Urban

**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: No water system at site

**9. Proposed Sewage Disposal:** No Sewage disposal needed for site

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

11. Proposed Project Name: Scott Property re zone

12. Type of proposed project (circle one):

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

**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.

14. Provision of the zoning code applicable: Forest and Range

**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:  
(REQUIRED if indicated on application)

X Lenny Morrison

Date:

6-15-2018

Signature of Land Owner of Record  
(Required for application submittal):

X 

Date:

6-15-18

**FOR STAFF USE ONLY**

Date of Pre-Application Meeting: 6/27/18 Time: 9:00 am  
Pre-application meetings are scheduled typically on Wednesdays.

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

Meeting Moderator: Lindsey Ozbolt

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

1. CDS representative (planning): Lindsey Ozbolt, Planning officia
2. CDS representative (building): \_\_\_\_\_
3. Fire Marshal representative: Eric Triestad, Fire marshal
4. Public Works representative: Taylor Gustafson, Env. Planner
5. Environmental Health representative (water): Tristan Lamb, Env. Health Supervisor
6. Environmental Health representative (sewer): " " "
7. Others present: Angela San Filippo, City Eng Planning

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

Applicant: Jeff Hutchinson  
Application phone: \_\_\_\_\_  
Application email: \_\_\_\_\_

Applicant authorized agent (if applicable): Jeff Slothower  
Applicant authorized agent phone: \_\_\_\_\_  
Applicant authorized agent email: \_\_\_\_\_

Others present for applicant: \_\_\_\_\_

*\*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 Prelim SEPA Required  
See attached CDS memo.

~~2. Building~~  
2. Building  
Type of Building (res., comm., etc.): \_\_\_\_\_ Building Use classification: \_\_\_\_\_

3. Fire

Located within Fire District # 2 (KVFR) (if applicable)

KVFR NOT REPRESENTED. ALL ACCESS, WATER SYSTEMS + IMPROVEMENTS,  
AND ALL FIRE + FIRE SYSTEMS SHALL BE TO CODE.

-KITITAS County FIRE MARSHAL [Signature]

4. Public Works

Proposed access:

Since access is off of a state route, need to  
work w/ WSDOT, ~~the~~ applicant said this  
is already done.

5. Environmental Health (water)

Proposed water supply: No comments from Public Health re: water.

TL

6. Environmental Health (sewer)

Proposed sewer disposal: No comments from Public Health re: sewer.

TL

Solid Waste: proposed activities may require  
permit from KCPHD or exemption notice to  
Dept. of Ecology's Solid Waste Program.

7. Others present: (if applicable) City of Ellensburg

use of sand and gravel for concrete aggregates and crushed rock is consistent with the City's future land use designation of Heavy Industrial.

Should you consider annexing the property in the future the zoning would be Heavy Industrial.

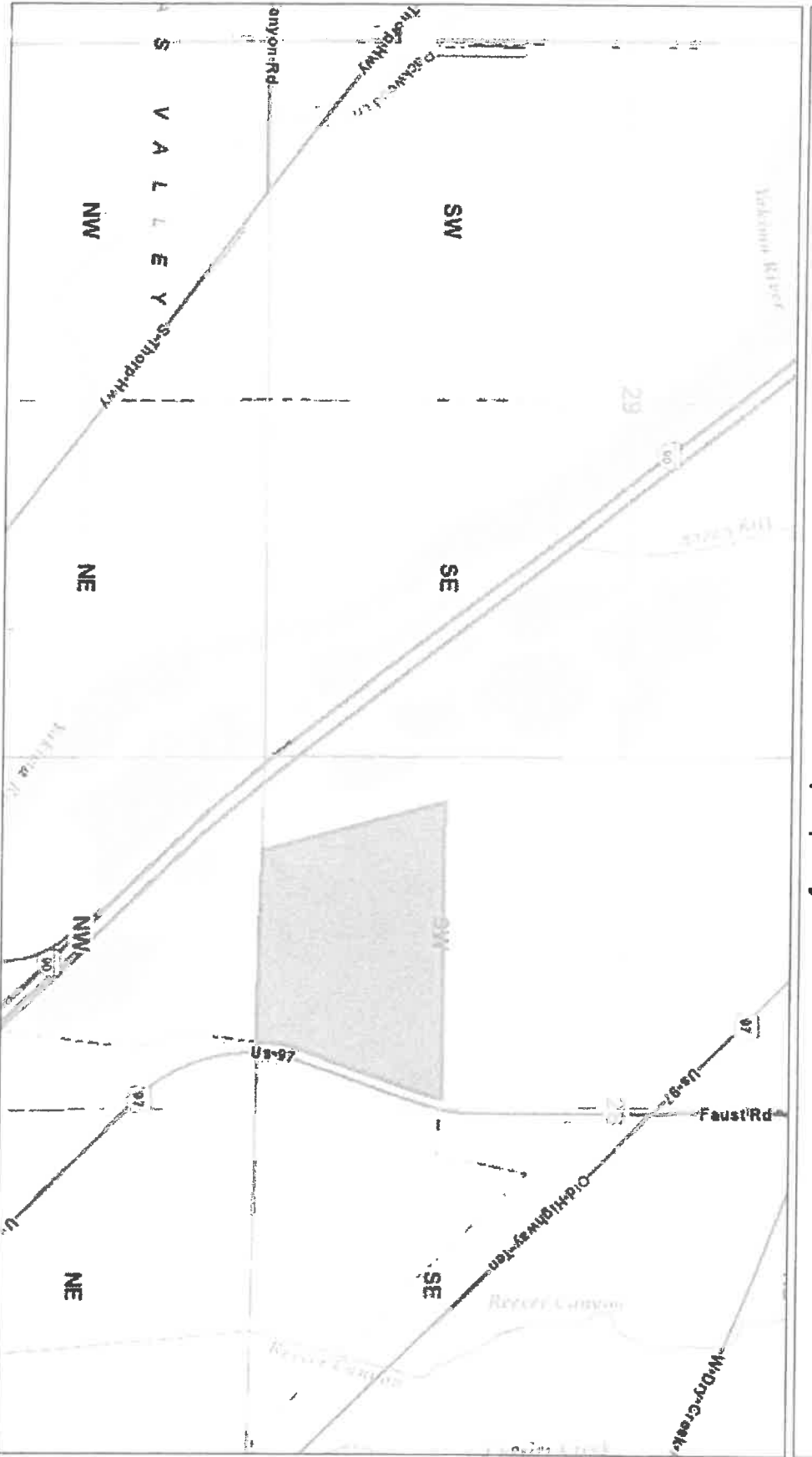
There are other uses in Forest and Range that are not consistent with the Heavy Industrial designation, namely residential uses that are generally discouraged in heavy industrial areas.

## Project Narrative for Preapplication of Scott Re-Zone

- Scott Re Zone is for the 58 acre parcel,
- The property is located at 1191 SR 97 Ellensburg WA, Tax Parcel # 261033.
- This site will not require any Water or Sewage disposal.
- There are no buildings or structures planned for this site.

The proposed use for this site is for the excavation for Sand and Gravel for Concrete aggregates and crushed rock used county wide for construction projects. The sand and gravel at this site is premium grade material that is required for the production of Ready mix Concrete. The Re zone of this property would protect a vital mineral land from any other use. It is surrounded by Forest and Range and Mineral lands, making this parcel an island.

# Scott Rezone property



1 : 6/15/2018

**Disclaimer:**  
 Kittitas County makes every effort to produce and publish the most current and accurate information possible. No warranties, expressed or implied, are provided for the data, its use, or its interpretation. Kittitas County does not guarantee the accuracy of the material contained herein and is not responsible for any use, misuse or representations by others regarding this information or its derivatives.

1 inch = 1,505 feet  
 Relative Scale 1:18,056



15 2018



# Surrounding Forest and Range Properties



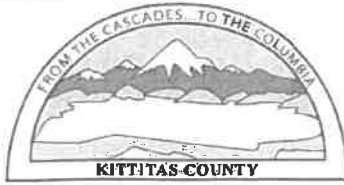
6/15/2018

1 inch = 1,505 feet  
Relative Scale 1:18,056

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0 0.075 0.15 0.3 0.45 0.6 mi



**KITITITAS COUNTY  
COMMUNITY DEVELOPMENT SERVICES**

**Receipt Number: CD18-01417**

411 N. Ruby St., Suite 2  
Ellensburg, WA 98926  
509-962-7506 / <https://www.co.kittitas.wa.us/cds/>

**Payer/Payee:** HUTCHINSON PROPERTIES LLC  
PO BOX 938  
ELLENSBURG WA 98926

**Cashier:** STEPHANIE MIFFLIN  
**Payment Type:** CHECK (1444)

**Date:** 06/15/2018

PM-18-00013 Pre-Application Meeting

| <u>Fee Description</u>                          | <u>Fee Amount</u> | <u>Amount Paid</u> | <u>Fee Balance</u> |
|-------------------------------------------------|-------------------|--------------------|--------------------|
| Pre-Application Meeting (Health)                | \$350.00          | \$350.00           | \$0.00             |
| Pre-Application / Pre-Submission (Public Works) | \$110.00          | \$110.00           | \$0.00             |
| <b>PM-18-00013 TOTALS:</b>                      | <b>\$460.00</b>   | <b>\$460.00</b>    | <b>\$0.00</b>      |
| <b>TOTAL PAID:</b>                              |                   | <b>\$460.00</b>    |                    |



## KITTTITAS COUNTY COMMUNITY DEVELOPMENT SERVICES

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CDS@CO.KITTTITAS.WA.US

Office (509) 962-7506

Fax (509) 962-7682

“Building Partnerships – Building Communities”

**To:** Hutchinson Properties

**Date:** June 27, 2018

**From:** Lindsey Ozbolt, Planning Official  
(509) 962-7046, [lindsey.ozbolt@co.kittitas.wa.us](mailto:lindsey.ozbolt@co.kittitas.wa.us)

**Subject:** (PM-18-00013) Scott Property Non-Project Rezone Pre Application Meeting, CDS Planning Memo

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**Proposal:** The applicant would like to rezone the subject 58 acre parcel (parcel #261033) from Urban Residential to Forest Range within the Urban land use designation. This property is located in the City of Ellensburg Urban Growth Area. There is no request for water or sewage disposal. Additionally, no buildings or structures are planned for this site.

The site is proposed to be used for the excavation of sand and gravel for concrete aggregates and crushed rock used throughout the county for construction projects.

**1) SEPA**

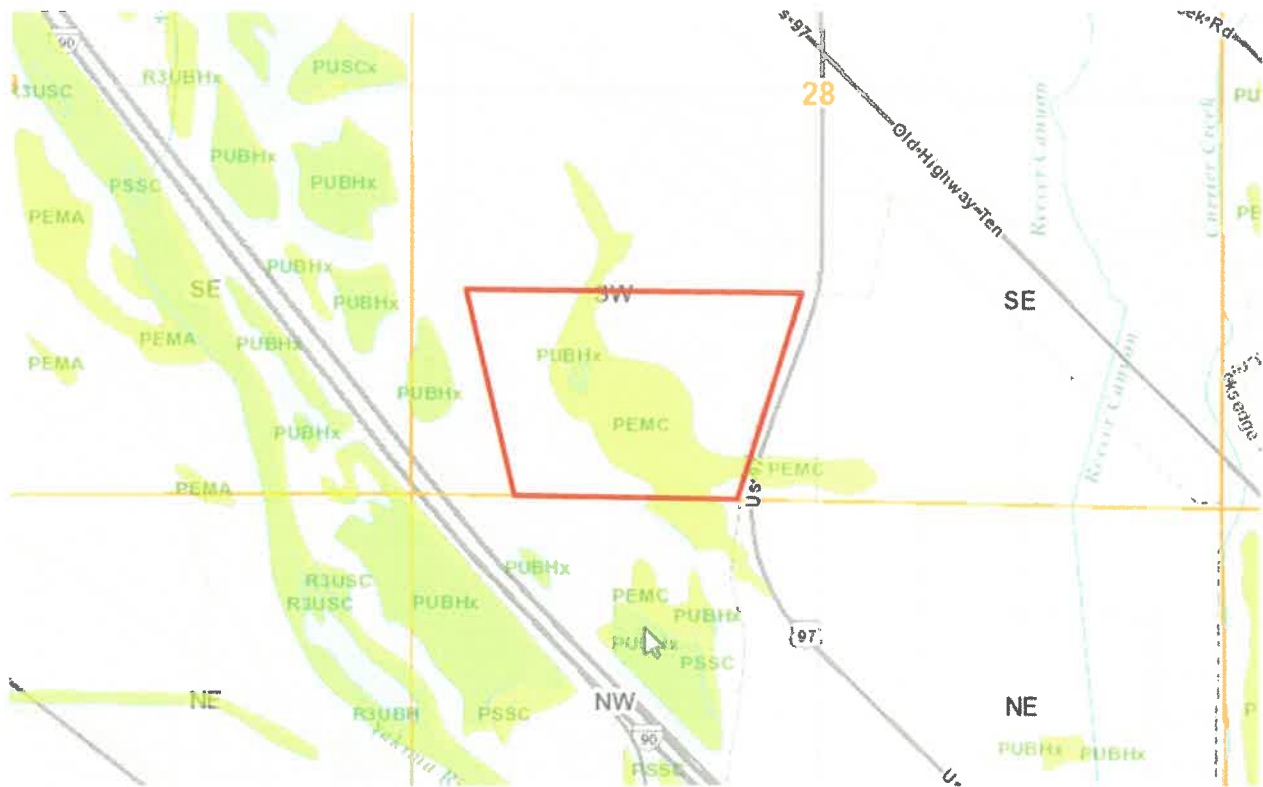
The project as proposed is not SEPA exempt and will require a SEPA checklist be submitted with the application. Depending on analysis of this checklist further SEPA requirements may be necessary.

**2) Zoning and Land Use Designations**

The subject property is currently zoned Urban Residential and the applicant is requesting to rezone to the Forest and Range zone. Both of these zones are allowed within the the Urban Land Use designation. The stated use of excavation is not a permitted use in the Urban Residential zone, however is a permitted use within the Forest and Range zone. Additionally, the subject parcel is surrounding to the north, west, and south by Forest and Range zoning. The eastern boundary abuts the city limits of Ellensburg and is zoned Industrial Light.

**3) Critical Areas**

GIS information indicates that there are wetlands located on the subject property. Through the SEPA process professional analysis may be necessary to confirm or refute the existence of wetlands on the subject property. Use of the property even if additional permits by the County are not necessary still must met all applicable codes. Kittitas County is currently in the process of updating its critical areas ordinance. This is anticipated to reach conclusion by the end of 2018. Changes to the ordinance could impact future requirements related to this project.



#### 4) Project Review

Non-project rezones are processed in conformance with Kittitas County Code (KCC) 17.98 and the Annual Comprehensive Plan Docketing Process pursuant to KCC Title 15B. The following applications are required to be submitted **no later than June 29, 2018 by close of business**: (all applications previously provided)

- *Rezone Application*
- *Comprehensive Plan Amendment Application for a Map Amendment*
- *SEPA checklist*
- *Pertinent fees (an email provided by Dan Carlson, Director of Community Development, on May 22, 2018 are amended to waive the CDS fees, however all other department fees are still required) See attached email*

The project will be processed in accordance with KCC 15A Project review, which includes a 30 day comment period. The hearings for this project will take place with the other County Annual Comprehensive Plan Docket Amendments. All Comprehensive Plan Docket Amendments must be processed and decided on by the last day of the calendar year.

#### **Disclaimer:**

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. Codes are subject to change.

## Lindsey Ozbolt

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**From:** Dan Carlson  
**Sent:** Tuesday, May 22, 2018 4:22 PM  
**To:** 'Lenny Morrison'  
**Cc:** Lindsey Ozbolt; Steph Mifflin  
**Subject:** FW: Rezone and Comp Plan applications

Lenny,

The Public Health Department recently adopted new fees. As we discussed, I cannot waive fees for other departments. The fee requirements for the Comprehensive Plan Amendment and Rezone will stay the same. The other fees will be as follows:

Preapplication Conference: \$460.00  
SEPA Checklist: \$665.00

Please let me know if you have questions.

Dan Carlson, AICP  
Community Development Services Director  
Kittitas County  
411 N Ruby ST, Suite 2  
Ellensburg WA 98926  
(509) 933-8244  
[dan.carlson@co.kittitas.wa.us](mailto:dan.carlson@co.kittitas.wa.us)

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**From:** Dan Carlson  
**Sent:** Thursday, May 17, 2018 4:08 PM  
**To:** 'Lenny Morrison'  
**Cc:** Lindsey Ozbolt; Steph Mifflin  
**Subject:** FW: Rezone and Comp Plan applications

Hi Lenny,

As we discussed this morning, I will waive the CDS fees for these applications. After removing the CDS fees, the fees for each application are as follows:

Preapplication Conference: \$345.00  
Comprehensive Plan Amendment: No Fee  
Rezone: \$1635.00  
SEPA Checklist: \$530.00

Please submit this email with your application. Please let me know if you have questions.

Dan Carlson, AICP  
Community Development Services Director  
Kittitas County  
411 N Ruby ST, Suite 2  
Ellensburg WA 98926

(509) 933-8244  
dan.carlson@co.kittitas.wa.us

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**From:** Lindsey Ozbolt  
**Sent:** Thursday, May 17, 2018 1:31 PM  
**To:** Lenny Morrison (lmorrison@ellensburgcement.com)  
**Cc:** Dan Carlson; Angela San Filippo (sanfilippoa@ci.ellensburg.wa.us)  
**Subject:** Rezone and Comp Plan applications

Hi Lenny,

This email is a follow-up from our meeting earlier today. As we discussed, a number of applications are required for the rezone you would like to apply for to take your property near the west interchange in Ellensburg from Ag-20 to Forest & Range. These applications are listed and linked below:

- Pre-application: <http://www.co.kittitas.wa.us/uploads/cds/forms/Pre-application%20Conference%20Meeting.pdf>
- Comprehensive Plan Map Amendment: <http://www.co.kittitas.wa.us/uploads/cds/forms/Comp%20Plan%20Amendment.pdf>
- Non-Project Rezone: <http://www.co.kittitas.wa.us/uploads/cds/forms/Rezone%20Application.pdf>
- SEPA Checklist: <http://www.co.kittitas.wa.us/uploads/cds/forms/SEPA%20Environmental%20Checklist%202017.pdf>

The Pre-app must occur before you can submit the other three applications; the three applications (comp plan map amendment, rezone and sepa) shall be submitted together as one submittal packet; and everything must be **submitted no later than June 29<sup>th</sup> of this year** for consideration through the 2018 annual comp plan amendment process. I have included Angela San Filippo on this email from the City of Ellensburg so she is aware you are intending on moving forward. As I stated earlier today, it is my understanding that your proposal is currently consistent with the City of Ellensburg's Comprehensive Plan.

Please let me know if you have any questions.

**Lindsey Ozbolt**  
Planning Official  
Kittitas County Community Development Services  
411 N. Ruby St., Suite 2 | Ellensburg, WA 98926  
(509) 962-7046 | [lindsey.ozbolt@co.kittitas.wa.us](mailto:lindsey.ozbolt@co.kittitas.wa.us)

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message id: 38cb45916c6dcbdac24bb8719d004a14