



KITTITAS COUNTY DEPARTMENT OF PUBLIC WORKS

MEMORANDUM

TO: Noah Goodrich, Staff Planner, Community Development Services
FROM: Randy Carbary, Planner II
DATE: August 25, 2006
SUBJECT: Koren Short Plat

Our department has reviewed the Plat application and has the following comments:

- "Preliminary Approval"** has been granted, based on the information provided.
- "Conditional Preliminary Approval" has been granted, 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.

1. Access Easement for Lot A & B: Access for Lots A & B shall be via the 60' access easement, AFN 20041208006, as shown on the face of the preliminary plat. Lot B may also be accessed from the west via the 40' access easement, as shown on the face of the preliminary plat.
2. Joint-Use Driveway – Access Easement for Lot C & D: Access for Lots C & D shall be via the 40' access easement, as shown on the face of the plat. Lot B may also be accessed via the 40' access easement, as shown on the face of the preliminary plat. Access shall be constructed to serve no more than two parcels. (See current Kittitas County Road Standards)
 - a. Access Easements shall be improved to a minimum of 20'. The roadway width shall be 12', gravel surface. (The 40' access easement, as shown on the face of the plat is acceptable).
 - b. Maintenance of driveway approaches shall be the responsibility of the owner whose property they serve. The County will not maintain accesses.
 - c. Any further subdivision or lots to be served by proposed access may result in further access requirements. See Kittitas County Road Standards.

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3. Requirements for Roads within the 60' access easement, AFN 20041208006: Other properties and proposed developments, in the area, access their property via the 60' access easement, AFN 20041208006, as shown on the face of the preliminary plat. As a result, road improvements are required. These roads appear to serve the Koren Short Plat, as well. Lots A & B are served directly by a road from the east, yet to named. While Lot C & D appear to be accessed via a joint use driveway within the 40' access easement, as shown on the face of the preliminary plat. Since these lots are all initially served via the 60' access easement, AFN 20041208006, a Private Road Certification of these main roads, within the 60' access easement AFN 20041208006, shall be required prior to the issuance of a Building Permit for any of the lots within the Koren Short Plat.

In addition, a Road Maintenance Agreement(s) between property owners served by these roads (directly or indirectly) shall be required.

The following Private Road requirements are from Chapter 12 of the Current Kittitas County Road Standards, as adopted 9/6/05 and shall apply to the main roads within the 60' access easement, AFN 20041208006.

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 Section 902 – FIRE DEPARTMENT ACCESS – 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."

4. Access Permit: An approved access permit will 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.
5. Lot Closure: It is the responsibility of the Professional Licensed Survey (PLS) to ensure the lot closures are correct and accurate.
6. Addressing:
 - a. I recommend contacting 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.
7. Fire Protection:
 - a. Contact the Kittitas County Fire Marshall regarding any additional access requirements for Emergency Response.

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