

## Mackenzie Moynihan

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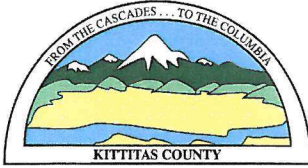
**From:** Keli Bender [krd.keli@fairpoint.net]  
**Sent:** Tuesday, December 11, 2007 6:46 AM  
**To:** Mackenzie Moynihan  
**Subject:** Nelson Short Plat

Hey again;

This is in regards to the Nelson Short Plat SP-07-118. All conditions set forth in the KRD General Guidelines for Subdivisions have been met, therefore, this short plat has been approved. If you need additional information, please let me know.

keli

Keli R. Bender  
KRD Lands Clerk/RRA  
(509) 925-6158



## 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

August 17, 2007

Kittitas Reclamation District  
P.O. Box 276  
Ellensburg, WA 98926

RE: File # SP-07-118, Nelson Short Plat

The County has received the referenced application for short plat. As you are aware, final short plat approval is contingent upon provisions for an irrigation water right-of-way for each parcel. In addition, completed irrigation water distribution facilities may be required if the subject property is classified as irrigable by said Irrigation District per RCW 58.17.310.

Enclosed, please find a copy of the original preliminary short plat drawing.

Please notify our office in writing of any requirements so administrative actions may be completed in a timely manner.

**Failure to respond to this notice within two (2) weeks shall be interpreted as no action required.**

If you have any questions, please feel free to contact our office at (509) 962-7506.

Sincerely,

Mackenzie Moynihan  
Staff Planner

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DARRYL PIERCY, DIRECTOR

ALLISON KIMBALL, ASSISTANT DIRECTOR

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

6

## Mackenzie Moynihan

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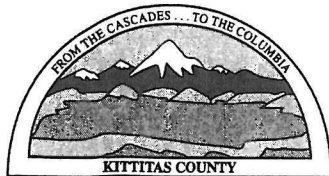
**From:** Keli Bender [krd.keli@fairpoint.net]  
**Sent:** Friday, August 24, 2007 7:25 AM  
**To:** Mackenzie Moynihan  
**Subject:** Nelson

This is in regards to the Nelson Short Plat, SP-07-118. This property is within the KRD district boundaries and all 4 parcels contain irrigable ground. All conditions set forth in the KRD General Guidelines will need to be met prior to approval. If you need additional information, please let me know.

Keli  
Keli R. Bender  
KRD Lands Clerk/RRA  
(509) 925-6158

8/25/2007

REVISED



**KITITITAS COUNTY**  
**DEPARTMENT OF PUBLIC WORKS**

RECEIVED  
OCT 08 2008  
KITITITAS COUNTY  
CDS

**MEMORANDUM**

TO: Mackenzie Moynihan, Community Development Services  
FROM: Christina Wollman, Planner II *cw*  
DATE: October 8, 2008  
SUBJECT: Nelson Short Plat SP-07-118

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.

**The following shall be conditions of preliminary approval:**

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. **Road Name:** Caddis Lane shall be identified on the final plat.
3. **Access:** All access to the lots shall be from Caddis Lane.
4. **Private Road Improvements:** Access from McDonald Road to the hammerhead shall be constructed to meet or exceed the requirements of a High-Density Private Road that serves 3-14 tax parcels. See Kittitas County Road Standards, 9/6/05 edition.
  - a. Access easements shall be a minimum of 40’ 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. Surface requirement is for a minimum gravel surface depth of 6”.
  - d. Maximum grade 8% flat, 12% rolling or mountainous.
  - 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 with a county road.
  - k. A paved apron shall be constructed at the intersection of the proposed private intersection and the county road.
5. Hammerhead Turnaround: A hammerhead turnaround that meets the requirements of the International Fire Code shall be constructed at the end of Easement 'L' (Caddis Lane).
6. Lots 10 and 11 Access: Access from the hammerhead from to Lots 10 and 11 shall be constructed as a joint use driveway.

Joint-Use Driveway: A joint-use access shall serve no more than two tax parcels. See Kittitas County Road Standards, 9/6/05 edition.

- a. Access easements shall be a minimum of 20' wide. The roadway width shall have a minimum width of 12'.
- b. The surface requirement is for a minimum gravel surface depth of 6".
- c. Maintenance of driveway approaches shall be the responsibility of the owner whose property they serve. The County will not maintain accesses.
- d. Any further subdivision or lots to be served by proposed access may result in further access requirements.

Single-Use Driveway: A single-use access shall serve no more than one lot. See Kittitas County Road Standards, 9/6/05 edition.

- a. The roadway shall be a minimum of 8' wide with gravel surface.
  - 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.
7. Private Road Maintenance Agreement: The applicant shall meet all applicable conditions of any pre-established or required Private Road Maintenance Agreements.

8. Lot Closure: It is the responsibility of the Professional Licensed Surveyor (PLS) to ensure the lot closures are correct and accurate.
9. 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.
10. 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.
11. Fire Protection: Contact the Kittitas County Fire Marshal regarding any additional access requirements for Emergency Response.
12. 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

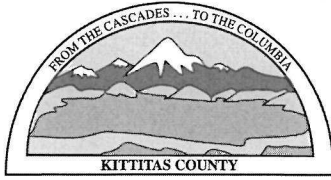
7. Clearly described on the face of the plat, short plat, or other development authorization and clearly signed at street location as a private street or road, for the maintenance of which Kittitas County is not responsible and a disclosure statement of the same is filed with the County Auditor, and
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.







**KITITAS COUNTY**  
**DEPARTMENT OF PUBLIC WORKS**

**MEMORANDUM**

TO: Mackenzie Moynihan, Staff Planner, Community Development Services  
FROM: Randy Carbary, Planner II *rc*  
DATE: September 18, 2007  
SUBJECT: Nelson Short Plat

RECEIVED  
SEP 18 2007  
KITITAS COUNTY  
CDS

Our department has reviewed the Short 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.

**The following shall be conditions of preliminary approval:**

1. Vicinity Map: Kittitas County Code 16.12.020, G requires that existing features such as roads are shown. In order to clarify where access for the proposed lots originates from the vicinity map shall show the access to the proposed subdivision from Mc Donald Road.
2. Legal Description: The legal description, as it appears on the plat, seems to be correct as it contains the same information as the legal description provided in the Subdivision Guarantee. However, a portion of the description is not listed in the same order. The legal description on the plat should be revised to match the legal description provided in the Subdivision Guarantee.
3. Access to Lots 10 & 11 – Crossing Agreement: Access to lots 10 & 11 is being proposed via a 30' access and utility easement "T", as shown on the face of the plat. The easement appears to cross the John Wayne Trail. Permission is required from Washington State Parks for access across the John Wayne Trail. The applicant shall be responsible for providing proof of legal access prior to final plat approval.
4. Access to Lots 10 & 11 – Grade / Transition: It appears that the existing driveway that is being proposed as access to lots 10 and 11 does not meet the current Kittitas County's requirements for grade and transition from Lower Peoh Point Road. Before granting

Page 1 of 4

approval of this access to lots 10 and 11 the applicant shall obtain an approved Access Permit from our department. The access may have to be improved to comply with the conditions of the Access Permit to ensure that our standards for grade and sight distance are met.

5. Access to Lots 10 & 11 – Joint-Use Access: A joint-use access shall serve no more than two tax parcels. See Kittitas County Road Standards, 9/6/05 edition.
  - a. Access easements shall be a minimum of 20' wide. The roadway width shall have a minimum width of 12'.
  - b. The surface requirement is for a minimum gravel surface depth of 6".
  - c. Maintenance of driveway approaches shall be the responsibility of the owner whose property they serve. The County will not maintain accesses.
  - d. Any further subdivision or lots to be served by proposed access may result in further access requirements.
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. 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.
8. Access to Lots 8 & 9: Access to these lots shall be constructed to meet or exceed the requirements of a High-Density Private Road serving 3 to 14 lots and serve no more than 14 tax parcels. See Kittitas County Road Standards, 9/6/05 edition.
  - a. Access easements shall be a minimum of 40' 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. Surface requirement is for a minimum gravel surface depth of 6".
  - d. Maximum grade 8% flat, 12% rolling or mountainous.
  - 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 with a county road.
  - k. A paved apron shall be constructed at the intersection of the proposed private intersection and the county road right-of-way.
9. Private Road Maintenance Agreement: The applicant shall meet all applicable conditions of any pre-established or required Private Road Maintenance Agreements.
10. Lot Closure: It is the responsibility of the Professional Licensed Surveyor (PLS) to ensure the lot closures are correct and accurate.
11. 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.
12. Fire Protection: Contact the Kittitas County Fire Marshall regarding any additional access requirements for Emergency Response.
13. 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.

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

*Chapter 12 – PRIVATE ROADS*

12.12.010 General

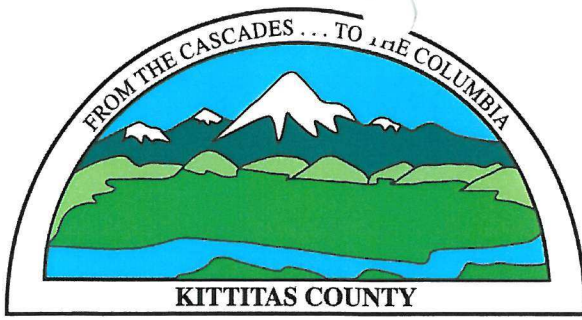
Private roads shall meet the following conditions:

- 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.



## PUBLIC HEALTH DEPARTMENT

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

### **Administration**

**Community Health Services**  
**Health Promotion Services**  
507 N. Nanum Street, Ste 102  
Ellensburg, WA 98926

**Environmental Health**  
411 North Ruby Street, Ste 3  
Ellensburg, WA 98926  
Phone (509) 962-7698  
Fax (509) 962-7052

September 27, 2007

Mackenzie Moynihan, Staff Planner  
Kittitas County Community Development Services  
411 N. Ruby St., Suite 2  
Ellensburg, WA. 98926

RE: Nelson Short Plat (SP-07-118)

Dear Ms. Moynihan,

Thank you for the opportunity to comment on the above referenced project. Soil logs need to be performed and a well log for the well located on lot 8 is needed for water availability.

Sincerely,

Holly Duncan  
Environmental Health Specialist

14 Sept, 2007

Dear Mackenzie Moynihan,

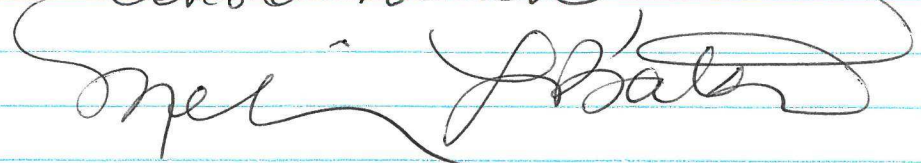
Please accept these comments regarding the Nelson Short Plat application (SP. 07. 118)

This application is for 4 lots, but is obviously only part of the larger development of  $\geq 11$  lots, which requires a SEPA.

The map included in the application clearly shows the adjoining lots and must be reviewed in a cumulative manner, per *DOE v Campbell-Gwinn*.

I also do not see that the shoreline issue (Yakima River) has been addressed.

Thank you for your  
consideration



MELISSA L. BATES  
120 ELK HAVEN RD.  
CIE ELLUM, WA 98922

RECEIVED

SEP 14 2007

Kittitas County  
CDS



N SON

STATE OF WASHINGTON  
**RECEIVED**  
DEPARTMENT OF ECOLOGY

15 West Yakima Avenue, Suite 200 • Yakima, Washington 98902-3452 • (509) 575-2490

SEP 14 2007

KITTITAS COUNTY  
CDS

September 13, 2007



Your address  
is in the  
**Upper  
Yakima**  
watershed

Mackenzie Moynihan  
Kittitas County Community Development  
411 N. Ruby St., Suite 2  
Ellensburg, WA 98926

Dear Ms. Moynihan:

Thank you for the opportunity to comment on the short plat of approximately 31.93 acres into 4 lots, proposed by Circle N, LLC [SP 07-118]. We have reviewed the application and have the following comment.

### **Air Quality**

If the proponent is planning to remove trees or debris from the property, they need to verify that the property is located outside the Urban Growth Area (UGA), where residential and land clearing burning is prohibited. They can do so by contacting their county planning department. If the project location is outside the UGA, they need to obtain a burn permit from Ecology if they are planning to burn trees or debris from the property. Only natural unprocessed vegetation may be burned in an outdoor fire. If the project location is inside the UGA, they must use an alternative to burning.

Due to the dry conditions of our region, we are reminding people that extra efforts are needed to control blowing dust and dirt. The proponent should create a site-specific Fugitive Dust Control Plan (FDCP) before starting this project, and then follow the plan for construction of the project and duration of activity on property. The FDCP should include, but is not limited to, the following components:

- Identify all potential fugitive dust emission points.
- Assign dust control methods.
- Determine the frequency of application
- Record all dust control activities.
- Train personnel in the FDCP.
- Shut down during windy conditions.



- Follow the FDCP and monitor dust control efforts.

Washington Administrative Code (WAC) 173-400-040 requires that reasonable precautions be taken to prevent dust from leaving the site. Also, dust is prohibited from interfering unreasonably with the use and enjoyment of property, causing health impacts, or damaging property or business.

If you have any questions concerning the Air Quality comments, or would like assistance in creating a FDCP, please contact Maureen McCormick at 509-454-7660.

### **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 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 that .5 acre of lawn and garden.

With the Supreme Court's guidance on the limitations of groundwater exemptions, all lots within this proposed subdivision would be covered by a single groundwater exemption provided this development is not part of a larger project.

To comply with the 5,000 gallon per day limit, Ecology recommends metering the wells for this development. Water use data should be recorded by the property owner of the well monthly. Department of Ecology personnel, upon presentation of proper credentials, shall have access at reasonable times, to the records of water use that are kept to meet the



Ms. Moynihan  
September 13, 2007  
Page 3 of 3

above conditions, and to inspect at reasonable times any measuring device used to meet the above conditions. For metering information, please contact Ken Schuster at (509) 454-4263.

To comply with irrigating up to 0.5 acres of lawn and garden, Ecology recommends requiring property covenants for each lot to limit the amount of the lawn and garden to be irrigated so it adds up to the maximum allowable acreage.

All water wells constructed shall be in accordance with the provisions of Chapter 173-160 WAC by a driller licensed in the State of Washington. All wells must be located a minimum of 100 feet from any known, suspected, or potential source of contamination and shall not be located within 1,000 feet of the property boundary of solid waste landfills. A well report must be submitted to the Department of Ecology within thirty days after the completion of a well.

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

### **Water Quality**

Dividing or platting of a piece of property is often the first step in a proposed development. If a subsequent individual or common plan of development exceeds 1 acre of disturbed ground in size an NPDES Construction Stormwater Permit may be required. Ground disturbance includes all utility placements and building or upgrading existing roads. The process requires going through SEPA, developing a stormwater pollution prevention plan, submitting an application and a 30 day public notice process. This may take 45-60 days. A permit and a stormwater plan are required prior to beginning ground-breaking activities. Please contact Cory Hixon with the Department of Ecology, (509) 454-4103, with questions about this permit.

Sincerely,



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