

KITTITAS COUNTY

DEPARTMENT OF PUBLIC WORKS

MEMORANDUM

TO: Mike Elkins, Staff Planner, Community Development Services
FROM: Randy Carbary, Planner II *rc*
DATE: February 12, 2008
SUBJECT: Clapper Short Plat



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. 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. Private Road Improvements: Access shall be constructed as a Low-Density Private Road. 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. 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.

Page 1 of 4

- 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.
3. Cul-de-Sac: Permanent deadend streets shall have a turn-around having an outside right-of-way easement diameter of at least 110' (55' radius) at the closed end. See Kittitas County Road Standards, 9/6/05 edition.
- a. Cul-de-sac design, reference AASHTO.
 - b. Contact the Fire Marshall regarding any additional cul-de-sac requirements.
4. Plat Notes: Plat notes shall reflect the following:
- a. Entire private road shall achieve 95% compaction and shall be inspected and certified by a licensed engineer in the State of Washington specifying that the road meets current Kittitas County Road Standards prior to the issuance of building permit for this plat.
 - b. 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.
 - c. Maintenance of the access is the responsibility of the property owners who benefit from its use.
 - d. 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.
 - e. Any further subdivision or lots to be served by proposed access may result in further access requirements. See Kittitas County Road Standards.
 - f. A public utility easement 10 feet in width is reserved along all lot lines. The 10 foot easement shall abut the exterior plat boundary and shall be divided 5 feet on each side of interior lot lines. Said easement shall also be used for irrigation.
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. Fire Protection: Contact the Kittitas County Fire Marshall regarding any additional access requirements for Emergency Response.
10. 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.
11. 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 VALLEY FIRE & RESCUE

PO Box 218 • Ellensburg, WA 98926 • (509) 933-7233 • Fax (509) 962-7254 • elliotttr@kvfr.org

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DEC 12 2007

KITTITAS COUNTY
CDS

December 11, 2007

Mike Elkins, Staff Planner
Kittitas County Community Development Services
411 N Ruby St
Ellensburg, WA 98926

Mike:

I have reviewed the application for the Clapper Short Plat SP-07-156. I provide review of proposed development and construction for Kittitas County Fire District 2. The Fire District has no code enforcement authority so my input is, for the most part, informational only.

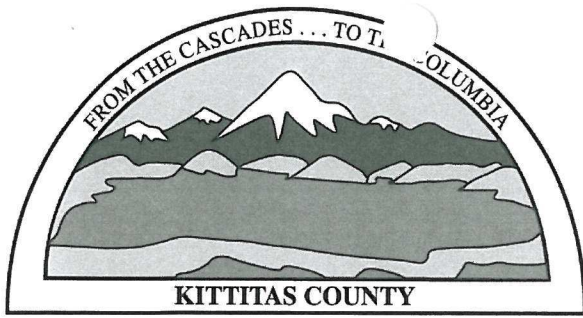
1. Access will need to comply with Appendix D of the 2006 International Fire Code including an access road with turn around capable of supporting 75,000lbs.
2. The addresses need to be clearly visible from both directions at the county road for all properties.

Thank you for your time and consideration in these matters.

Respectfully,

A handwritten signature in blue ink, appearing to read "Rich Elliott".

Rich Elliott – Deputy Fire Chief
Kittitas Valley Fire and Rescue



PUBLIC HEALTH DEPARTMENT

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

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DEC 26 2007

**Kittitas County
CDS**

December 21, 2007

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

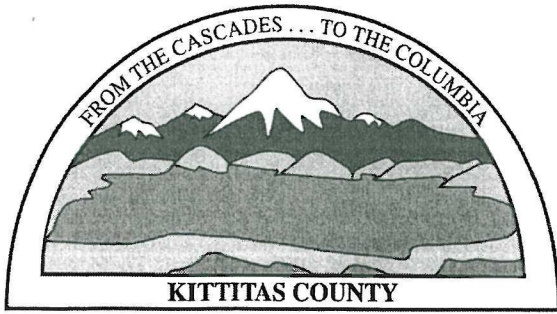
RE: Clapper Short Plat (SP-07-156)

Dear Mr. Elkins,

Thank you for the opportunity to comment on the above referenced project. The file indicates soil logs need to be performed. A well log for the existing well on the property has been provided, however, the location of the existing well needs to be identified. Thank you for your time.

Sincerely,

Holly Duncan
Environmental Health Specialist



PUBLIC HEALTH DEPARTMENT

www.co.kittitas.wa.us/health/

Administration
Community Health Services
Health Promotion Services
507 N. Nanum Street, Ste 102
Ellensburg, WA 98926
Phone: (509) 962-7515
Fax: (509) 962-7581

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

October 8, 2007

David Nelson
108 East 2nd St
Cle Elum, WA. 98922

Dear Mr. Nelson,

We have received the proposed Clapper Short Plat, located in Section 20, Township 18N, Range 18E, off of Klocke Road. We have also received the \$380.00 plat submission fee (receipt #053923).

For plat approval both sewage and water availability must be satisfactorily addressed. Refer to WAC 246-272-20501 and 246-272-09501 for septic and well setbacks.

For sewage disposal you have two options:

1. **PUBLIC UTILITY SEWER**

Submit a signed letter of agreement between the responsible public utility official and the developer/owner or other documentation that provides proof of connection to public sewer.

2. **ON SITE SEWAGE**

Soil logs will need to be scheduled and dug at a mutually convenient time. The developer/owner shall provide soil logs as per Chapter 246-272 WAC or as amended. The information obtained will be recorded and placed in the plat file for future reference. The information obtained from these soil logs is for plat approval purposes only and does not constitute a site evaluation in conjunction with the issuance of a permit for any specific lot.

Prior to receiving final approval for subdivisions (short and long plats) in Kittitas County, applicants shall be required to show the adequacy of potable water supplies proof of potable water supply can be demonstrated four ways:

1. **PUBLIC UTILITY WATER SUPPLY APPLICANTS** – shall submit a signed letter of agreement with the responsible public utility official and the developer/owner, granting delivery of potable water for the entire development.
2. **GROUP “A” PUBLIC WELL** – if you have an existing well and a Department of Ecology issued “water right” for potable usage of the well, Washington State Department of Health (DOH) is the regulatory authority for approving Group A systems. We require written verification that DOH has approved the system prior to final plat approval (see contact information below). If you have not secured a water right for potable use you must contact the Washington State Department of

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Kittitas County
CDS

Ecology (Central Region Office) located in Yakima, Washington to begin the process of obtaining a water right. Their contact number is: (509) 575-2800.

3. GROUP "B" PUBLIC WELLS –Washington State Department of Health and Kittitas County Public Health Department share the regulatory authority for approving Group B Water Systems in Kittitas County. The process for approval includes a source site inspection to approve the location of the proposed well or if the well exists to ensure that it meets the criteria for approval; drilling of the well and/or ensure that the well is located within the subdivision boundaries; completion of the well infrastructure, the workbook and all related documentation including testing and satisfactory results.

****All Group B applications with 2-9 connections should be submitted to Kittitas County Public Health Department. All Group B applications 10-15 connections should be submitted to Washington State Department of Health at the address provided below.**

Kittitas County Public Health Department
Environmental Health Division
411 N. Ruby Street, Suite 3
Ellensburg, WA 98926
(509) 962-7698

Washington State Department of Health
1500 W. 4th, Suite 305
Spokane, WA 99204
(509) 456-2453
ATTN: Tom Justus, Regional Engineer

After all of the aforementioned information is submitted, reviewed, and approved by Washington State DOH, final issuance of the well ID number completes the requirement.

4. INDIVIDUAL WELLS – the submittal of well logs or a hydrogeological report with documentation/evidence to support the claim regarding adequate availability of groundwater for the proposed number of potable water wells. This report shall be submitted by a Professional Engineer who practices in the field of hydrology or by a licensed Hydrogeologist. According to Critical Areas Ordinance 17A.08.25, individual wells must be located 50 feet from all property lines.

All applicants for subdivision (short and long plats) utilizing wells shall have a note placed on the face of the final mylars that states:

"Kittitas County relies on its record that a supply of potable water exists. The approval of this division of land includes no guarantee or assurance that there is a legal right to withdraw groundwater within the land division."

Once we have received and reviewed complete information, we will notify Community Development Services through our Environmental Health Checklist that you have satisfactorily addressed health department requirements.

Sincerely,



Sage Park
Kittitas County Environmental Health Manager

cc: Community Development Services & Donald Clapper

Donald Clapper &
Bonnie Anderson-Clapper
720 Klocke Road
Ellensburg, WA 98926

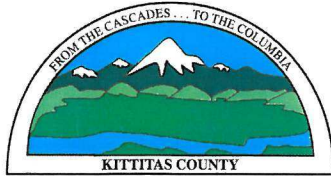
Encompass Engineering & Surveying

Kittitas Valley Fire & Rescue
2020 Vantage Highway
Ellensburg, WA 98926

Kittitas County Public Works

Kittitas County Environmental Health

Ellensburg Water Co.
Larry Brown
P.O. Box 982
Ellensburg, WA 98926



KITTITAS COUNTY

DEPARTMENT OF PUBLIC WORKS

MEMORANDUM

TO: Mike Elkins, Staff Planner, Community Development Services

FROM: Randy Carbary, Planner II

DATE: February 12, 2008

SUBJECT: Clapper Short Plat

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Chapter 12 – PRIVATE ROADS

12.12.010 General

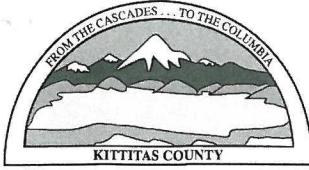
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Please let me know if you have any questions or need further information.



KITTTAS COUNTY COMMUNITY DEVELOPMENT SERVICES

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

CDS@CO.KITTTAS.WA.US

Office (509) 962-7506

Fax (509) 962-7682

December 5, 2007

Donald E Clapper, Trustee and Bonnie R Anderson-Clapper, Trustee
720 Klocke Road
Ellensburg, WA 98926

RE: Clapper Short Plat, File Number SP-07-156, Map Number 18-18-20020-0008

Dear Mr. and Mrs. Clapper,

Please find attached correspondence from Kittitas County Public Works Department requesting additional information regarding rights-of-way and access for the Clapper Short Plat. Review of the Clapper Short Plat will continue following receipt of the requested information. If you have any additional questions regarding this application, please feel free to contact me directly.

Sincerely,

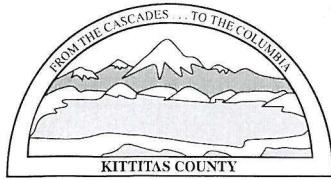
Mike Elkins
Staff Planner
(509) 933-8274
mike.elkins@co.kittitas.wa.us

Attachments: Public Works Correspondence

DARRYL PIERCY, DIRECTOR

ALLISON KIMBALL, ASSISTANT DIRECTOR

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



KITTITAS COUNTY
DEPARTMENT OF PUBLIC WORKS

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DEC 04 2007

Kittitas County
CDS

MEMORANDUM

TO: Mike Elkins, Staff Planner, Community Development Services

FROM: Randy Carbary, Planner II *rc*

DATE: November 28, 2007

SUBJECT: Clapper Short Plat

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.
-

Background: Kittitas County on-system roads usually will have a 60' right of way (30' on each side of a section line). Kittitas County Department of Public Works will generally require additional right of way to be dedicated when a development is proposed that has frontage on a county road that does not have the full 60' right of way. In this case, it appears that Klocke Road has 40' of right of way, most of which is located west of the section line. Just east of the section line is a concrete irrigation ditch which is not depicted on the face of the preliminary plat. I discussed the location of the irrigation ditch with a representative from the applicant's surveying company and it was determined that further research would be required in order to determine the exact location of the irrigation ditch in relationship to the county road right of way.

Existing Driveway: The existing access (driveway) to lot C shall be shown on the face of the plat. Per Kittitas County Code 16.12.030, Preliminary Plats, Existing Conditions.

Irrigation Ditch: The existing concrete irrigation ditch shall be shown on the face of the plat. Per Kittitas County Code 16.12.030, Preliminary Plats, Existing Conditions.

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