

# KITTITAS COUNTY COMMUNITY DEVELOPMENT SERVICES

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

CDS@CO.KITTITAS.WA.US

Office (509) 962-7506

Fax (509) 962-7682

"Building Partnerships – Building Communities"

October 11, 2011

Cristy Ellingson Jett  
120 Cross Creek Drive.  
Ellensburg, WA 98926

**RE: Jett Short Plat (SP-11-00004)**

Dear Christy,

The Kittitas County Community Development Services Department has determined that the Jett Short Plat (SP-11-00004) is a complete application and hereby grants *conditional preliminary approval* subject to the following conditions:

1. Both sheets of the final mylars shall reflect short plat number SP-11-00004 and an accurate legal description shall be shown on the face of the final plat.
2. Full year's taxes must be paid on all tax parcel numbers per requirement of the Kittitas County Treasurer's Office.
3. A title report will need to be submitted to Kittitas County Community Development Services prior to final approval of this application to assure that all dedications and ownership criteria are met.
4. The following plat notes shall be recorded on the final mylar drawings:
  - All development must comply with International Fire Code.
  - This short plat has exhausted the use of the one time split provision allowed per Kittitas County Code. No further one time splits are allowed for the subject parcels and subsequent parcels created via this short plat.
  - The subject property is within or near designated natural resource land of long-term commercial significance on which a variety of commercial activities may occur that are not compatible with residential development for certain periods of limited duration. (RCW 36.70A.060(1)) Commercial natural resource activities performed in accordance with county, state and federal laws are not subject to legal action as public nuisances. (RCW 7.48.305)
  - The approval of this division of land includes no guarantee that there is a legal right to withdraw groundwater within the land division. The approval of this division of land provides no guarantee that use of water under the ground water exemption (RCW 90.44.050) for this plat or any portion thereof will not be subject to curtailment by the Department of Ecology or a court of law.
  - 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.
  - Prospective purchasers of lots are urged to make inquiries at the Kittitas County Department of Public Works regarding road and access development requirements and permits.
  - Portions of the property is located within the boundary of the 100-year floodplain of Dry Creek.
5. Any ground water withdrawals in excess of 5,000 gallons per day or for the irrigation of more than 1/2 acre of lawn or noncommercial garden will require a permit from the Department of Ecology.
6. A statement regarding the contemplated sewage disposal, water supply, and drainage improvements for the proposed subdivision shall be reflected on the final mylars.
7. Individual or Shared Water Systems: Applicants shall submit a well log(s) from a well located within the subdivision of land. If a well log does not exist, a four (4) hour well draw down test shall be provided prior to recommendation by KCPHD for final plat approval. If shared wells are proposed, a recorded shared well user's agreement is required for each proposed parcel. If the proposed subdivision does not have an existing well within the boundaries, a hydro-

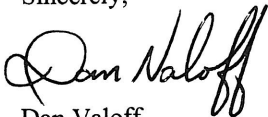
geological report with documentation/evidence to support the claim regarding adequate availability of groundwater for the proposed number of potable water wells must be submitted prior to recommendation for final plat approval. This report shall be submitted by a Professional Engineer who practices in the field of hydrology or by a licensed hydro-geologist.

8. Individual wells are required to have a 50 foot setback from neighboring property lines (KCC 17A.08.025). Please see the comments from Kittitas County Public Health Department for further information and requirements.
9. This property is within the Kittitas Reclamation District boundaries. Proof that all KR D general guidelines have been met for newly created lots shall be provided to Community Development Services prior to final approval.
10. The boundary of the 100-year floodplain of Dry Creek shall be delineated on the face of the final mylar drawing.
11. 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.
12. Should ground disturbing or other activities related to the proposed short plat 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 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.
13. Per Kittitas County Environmental Health, soil logs need to be performed and proof of water availability is needed. Evidence of both shall be provided to Community Development Services prior to final approval.
14. The addresses shall be clearly visible from both directions at the County Road for all properties.
15. The Fire Department access road shall be capable of supporting 75,000 lbs in all weather, be 20' wide, provide 13'6" vertical clearance and provide for adequate turn-around for fire department apparatus.
16. Please review KCC 16.12 (at [http://www.co.kittitas.wa.us/boc/countycode/title16.asp#Chapter\\_16.12](http://www.co.kittitas.wa.us/boc/countycode/title16.asp#Chapter_16.12)) to insure that all plat drawing requirements met.
17. Please see the attached comments from Kittitas County Department of Public Works for plat notes and further issues that must be addressed prior to final approval.

Approval of the Jett Short Plat may be appealed to the Kittitas County Board of Commissioners upon request of any aggrieved party within 10 working days, and shall accordingly be eligible for final administrative approval after October 25, 2011. Administratively approved short plats must be recorded with the County Auditor and shall not be deemed approved until so filed. If you have any questions, please do not hesitate to contact our office.

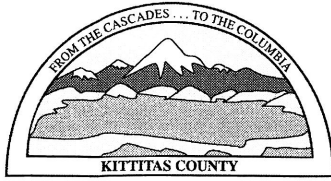
**You may appeal this determination pursuant to KCC 15A.07.010 by submitting specific factual objections and a fee of \$500 to the Kittitas County Board of Commissioners (205 W. 5<sup>th</sup>, Room 108) by October 25, 2011 at 5:00p.m.**

Sincerely,



Dan Valoff  
Staff Planner

CC: Applicant  
Required parties (KCC 15A)



# KITTITAS COUNTY

## DEPARTMENT OF PUBLIC WORKS

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### MEMORANDUM

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TO: Dan Valoff, Community Development Services

FROM: Christina Wollman, Planner II *chw*

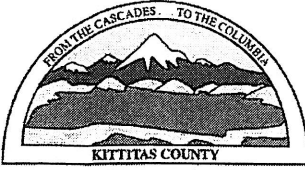
DATE: September 28, 2011

SUBJECT: Jett Short Plat

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

1. Road Sign: A road name sign that conforms to the most recent edition of the Manual on Uniform Traffic Control Devices shall be placed at the entrance to the road. The sign shall be placed prior to final approval. The sign shall be white with black lettering.
2. Road Variance: The applicants received Road Variance 11-05 which allows them to complete this short plat without improving Cross Creek Drive or the Dry Creek crossing.
3. WSDOT Permit: An access connection permit from WSDOT shall be obtained prior to final approval and a copy submitted to Public Works. The applicant should contact Mark Kaiser with WSDOT at 509-577-1668 for more information.
4. Private Road Maintenance Agreement: The applicant shall meet all applicable conditions of any pre-established or required Private Road Maintenance Agreements.
5. Lot Closure: It is the responsibility of the Professional Licensed Surveyor (PLS) to ensure the lot closures are correct and accurate.
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. 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.
8. 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.



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

Kirk Holmes, Director

**KITITAS COUNTY**  
**ROAD VARIANCE COMMITTEE**

IN THE MATTER OF

RV-11-05  
Christy Ellingson Jett

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**FINDINGS OF FACTS,**  
**CONCLUSIONS AT LAW, AND**  
**DECISION**

**FINDINGS**

This matter having come before the Road Variance Committee upon the above referenced Road Variance Application submitted by Cristy Ellingson Jett, owner, the Road Variance Committee makes the following Findings of Facts, Conclusions of Law and Decision related to the above referenced matter:

1. The Road Variance Committee finds that Cristy Ellingson Jett, owner, submitted a road variance application in August, 2011.
2. The subject property is located at 120 Cross Creek Drive, a private road off US 97. Map number: 18-18-06000-0003.
3. The Committee finds that Kittitas County Road Standards require private roads to be improved after parcel creation and prior to receiving a building permit.
4. The Committee finds that Kittitas County Road Standards would require the road and culvert crossing Dry Creek to be widened to be a 22' wide gravel road.
5. The Committee finds that an open record hearing was held on September 28, 2011 and that testimony was taken from those persons present who wished to be heard.
6. The Committee finds that the proposal is in the public interest and that requirements for safety function, fire protection, appearance and maintainability based upon sound engineering judgment are fully met, as required by KCC 12.01.130.
7. The Committee finds that additional conditions are not necessary to protect the public's interest.

Dated this 24<sup>th</sup> day of June, 2010.

KITITAS COUNTY PUBLIC WORKS DIRECTOR

Kirk Holmes





**Washington State  
Department of Transportation**  
Paula J. Hammond, P.E.  
Secretary of Transportation

**South Central Region**  
2809 Rudkin Road, Union Gap  
P.O. Box 12560  
Yakima, WA 98909-2560  
509-577-1600  
TTY: 1-800-833-6388  
www.wsdot.wa.gov

August 2, 2010

Kittitas County Community Development Services  
411 N Ruby St, Suite 2  
Ellensburg, WA 98926



Attention: Dan Valoff, Staff Planner

Subject: Jett Short Plat SP-11-00004

We have reviewed the proposed project and have the following comments.

- The project is adjacent to US 97, a Class 1 managed access facility. The subject property has an existing grandfathered approach at milepost 140.46 which primarily serves the adjacent property to the north. We require the proponent obtain a new access connection permit for this approach. No new approaches to US 97 will be allowed.
- It appears the proposed lots currently gain access via an existing grandfathered approach at milepost 140.62 Right. In 2004, we required the proponent of the Alderson/Powell boundary line adjustment to obtain an access connection permit due to a change in use and traffic flow of the approach. The property has neglected to obtain the permit. The properties created by the Jett Short Plat may continue to utilize this approach; however, pursuant to RCW 47.50.080, an access connection permit shall be required.
- The property owners should contact Mark Kaiser at (509) 577-1668 to update the permits.

Thank you for the opportunity to review and comment on this proposal. If you have any questions regarding our comments, please contact Jacob Prilucik at (509) 577-1635.

Sincerely,

Paul Gonseth, P.E.  
Regional Planning Engineer

BP: jjp

cc: File #2, SR 97  
Terry Kukes, Area 1 Maintenance Superintendent  
Christina Wollman, Kittitas County Department of Public Works



# KITTITAS COUNTY FIRE MARSHAL'S OFFICE

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

Office (509) 962-7657 Fax (509) 962-7682

July 29, 2011

Jeff Watson  
Public Works Department  
411 N. Ruby Street, Suite 2  
Ellensburg, WA 98926

Re: Jett Short Plat (SP-11-00004)

Dear Mr. Watson:

After conducting a review of the above named project, I have the following comments:

- The bridge is an existing bridge and is not required to be brought up to County Code.
- A Variance to the minimum road width should be requested, as the current road does not meet the minimum requirement of 20 feet. At the minimum, a turn-out shall be required both before and after the bridge. The turn-out shall be 10' wide and 25' long.
- All future development must comply with the International Fire Code.

Any questions or concerns regarding fire service features may be directed to the Kittitas County Fire Marshal's Office at 509-962-7000.

Sincerely,

Brenda Larsen  
Fire Marshal



*To Protect and Promote the Health and the Environment of the People of Kittitas County*

July 14<sup>th</sup> 2011

Dan Valoff, Staff Planner  
Community Development Services  
411 N Ruby Street, Suite 2  
Ellensburg, WA 98926

RE: Jett Short Plat SP-11-00004

Dear Mr. Valoff,

Thank you for the opportunity to comment on the Jett Short Plat, SP-11-00004.

**Plat Note Statement:**

The final plat notes shall include the following statement:

*"The approval of this division of land includes no guarantee that there is a legal right to withdraw groundwater within the land division. The approval of this division of land provides no guarantee that use of water under the ground water exemption (RCW 90.44.050) for this plat or any portion thereof will not be subject to curtailment by the Department of Ecology or a court of law."*

**AND in Upper Kittitas County Only (as defined in 173-539A WAC):**

*"Metering will be required on all new residential well connections and metering results shall be recorded in a manner consistent with Kittitas County and Washington State Department of Ecology requirements."*

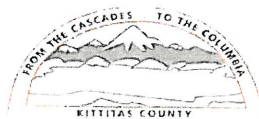
**Adequate Potable Water Supply Statement:**

In addition to the requirements outlined below, if in Upper Kittitas County a water budget neutrality determination may be required from the Department of Ecology prior to Kittitas County Public Health being able to recommend final plat approval.

Regardless of the location of the plat within the county, the following requirements are applicable to both Upper and Lower Kittitas County:

The Public Health Department's recommendation shall state that final approval be conditioned upon the developer/owner of the plat providing proof of potable water. Proof of potable water can be provided through several different ways depending on the source of water proposed as described and outlined in the Board of County Commissioners Resolution 2010-082.

**Kittitas County  
Public Health Department**  
507 N. Nanum Street, Suite 102  
Ellensburg, WA 98926  
T: 509.962.7515  
F: 509.962.7581



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

**Environmental  
Health Services**  
507 N. Nanum Street, Suite 102  
Ellensburg, WA 98926  
T: 509.962.7515  
F: 509.962.7581

*For preliminary plat approval*, applicants for subdivisions (short plats and long plats) in Kittitas Count shall include the type of water system proposed in order to acquire preliminary approval.

*Final approval* will be conditioned upon the type of water system proposed.

- **If application states that residences will utilize Individual Wells/2-party Shared Well:**

Applicants shall submit a well log(s) from a well located within the subdivision of land. If a well log does not exist, a four (4) hour well draw down test shall be provided prior to recommendation by KCPHD for final plat approval. If shared wells are proposed, a recorded shared well user's agreement is required for each proposed parcel. If the proposed subdivision does not have an existing well within the boundaries, a hydrogeological report with documentation/evidence to support a claim regarding adequate availability of groundwater for the proposed number of potable water wells must be submitted prior to recommendation for final plat approval. This report shall be submitted by a Professional Engineer who practices in the field of hydrology or by a licensed hydrogeologist.

- **If application states that residences will utilize a Group B Public Water System:**

Applicants shall have a well site inspection performed by KCPHD staff; complete and submit a Group B Public Water System Workbook to either KCPHD for water systems with 3-9 connections or Washington State Department of Health (DOH) for water systems with 10-14 connections or as amended by DOH; have the well(s) drilled; and submit a copy of an agreement with an approved Kittitas County Satellite Management Agency. All infrastructure for the Group B Water System including the well/pump house and storage tanks must be completed or the developer/owner can bond for completion. Final approval of the Group B Public Water System including issuance of the public water system ID number from DOH is required prior to recommendation by KCPHD for final approval. If a bond is in place, final approval will still be recommended but all infrastructure must be completed before issuance of the first building permit within the subdivision.

- **If application states that residences will utilize a Group A Public Water System:**

Applicants shall submit a signed letter of agreement between the public water system purveyor or official and the land developer/owner granting delivery of potable water for the entire development. If the public water system is being developed specifically for the subdivision/plat, the water system must be approved by Washington State Department of Health (DOH), including issuance of a public water system ID number, prior to recommendation by KCPHD for final plat approval.

**Septic Availability Statement:**

The Public Health Department's recommendation shall state that preliminary approval be conditioned upon the developer/owner of the plat providing satisfactory sewage disposal. Satisfactory sewage disposal can be provided through several different ways depending on the source of disposal proposed.

**If application states that residences will be connected to public sewer system:**

In order to recommend approval, The Public Health Department will need a signed letter from the sewer district stating that the proposed project's connection will be allowed.

**If on-site sewage systems are proposed for the plat and minimum lot sizes are satisfied:**

Soil logs must be performed prior to the Public Health Department recommending preliminary approval of the plat application. Once the soil logs are conducted and approved by the Public Health Department, the requirement for septic availability will have been satisfied.

**Review of the Application File:**

At this point in time this application does not contain sufficient information to make a determination that there is an adequate potable water supply available and soil logs have not been conducted to verify soil conditions for on-site sewage systems. The above mentioned requirements need to be satisfied and the appropriate documentation needs to be submitted to the Public Health Department for review and approval in order for the plat application to be recommended for final approval.

If you should have any questions or comments, please feel free to contact me at (509) 962-7515.

Sincerely,



James Rivard,  
Environmental Health Supervisor  
Kittitas County Public Health Department

**Enc: KCPHD Soil Log Fact Sheet**

CC: Cristy Ellingson Jett, 120 Cross Creek Drive, Ellensburg WA 98926 / [cellingson@comcast.net](mailto:cellingson@comcast.net)  
Encompass Engineering and Surveying via email @ [gweiser@encompasses.net](mailto:gweiser@encompasses.net)



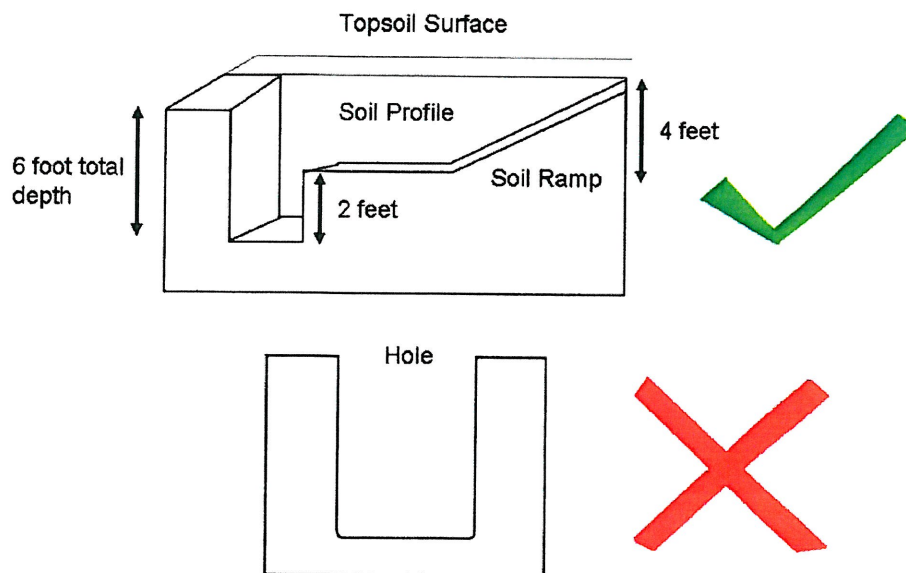
## Soil Log Fact Sheet Directions for Land Division

**Purpose:** The purpose of a soil log is to ensure that future property owners can be assured that they will be able to install a septic system on the property. A soil log is performed to ensure that suitable depth and type of soil is present on the property prior to preliminary plat approval.

Since the type of soil and water source supplying the property can ultimately determine the minimum lot size, soil logs are required before a recommendation for preliminary plat approval can be made.

**Requirements:** In order for a soil log to be conducted, test holes must meet specific criteria according to Chapter 246-272A-0320 WAC, Kittitas County Code and Labor and Industries safety standards.

- 1) A minimum of one soil log per lot shall be dug to a depth of six feet, unless an impermeable layer such as bedrock, hardpan clay, or the existing water table prevents such a depth from being obtained. In some instances, additional holes may be required to determine if the minimum standards for septic support are present on the lot.
- 2) The design of a test hole shall be sloped to four feet beneath surface, leveled and then dug down an additional two feet for a total depth of six feet (see the diagram below for reference). Such a test hole is designed to prevent possible injury as a result of the surrounding soil bank collapsing into the test hole and to grant the local health officer ease of access to the soil profile.
- 3) In order to sub-divide property at least twelve inches of native, suitable soil must be present at the time the soil log is performed.
- 4) A soil log does not constitute a site-evaluation. A site evaluation determines the type of septic system required. A soil log only determines whether soils present on the property can support a septic system.



**Minimum Land Area Requirements:** According to the WAC 246-272A-0320 Table X (provided below) the minimum land area requirement from a public health perspective for subdivision of property is determined by the source of the drinking water and the soil type present to support an on-site sewage system. These guidelines have been put in place to protect human health and the environment from the potential health hazards that an on-site sewage system imposes. The type of water source available and soil type present must be determined by the local health officer. However, other minimum land area requirements may be subject to local government zoning

regulations and restrictions, and it is advisable that property land owners seek advice from Community Development Services at (509) 962-7506 for assistance in this area.

**TABLE X**  
**Minimum Land Area Requirement**  
**Single-Family Residence or Unit Volume of Sewage**

Type of Water Supply	Soil Type (defined by WAC 246-272A-0220)					
	1	2	3	4	5	6
Public	0.5 acre	12,500 sq. ft.	15,000 sq. ft.	18,000 sq. ft.	20,000 sq. ft.	22,000 sq. ft.
	2.5 acre <sup>1</sup>					
Individual, on each lot	1.0 acre	1 acre	1 acre	1 acre	2 acres	2 acres
	2.5 acres <sup>1</sup>					

<sup>1</sup> See WAC 246-272A-0234(6).

**Other Considerations:** Since open holes present a potential danger to people, livestock, wild animals, and vehicles, it is advisable that such a hole be roped off or covered to prevent unwanted entry or marked to caution and facilitate finding. After the soil log has been performed the hole may be filled in by the property owner or contractor to eliminate the potential hazard.

**Scheduling a soil log:** Currently, soil logs are performed on a weekly basis by an Environmental Health Specialist. To schedule a soil log please contact the Kittitas County Public Health Department Office located at 507 N Nanum Street, Suite 102 or call (509) 962-7515 to arrange an appointment.