

KITTITAS COUNTY DEPARTMENT OF PUBLIC WORKS

MEMORANDUM

TO: Dan Valoff, Community Development Services

FROM: Christina Wollman, Planner II

DATE: July 27, 2011

SUBJECT: DRAFT: Jett SP-11-00004

Dan, I am forwarding you the draft requirements for the Jett Short Plat. Please forward to the applicant to allow them time to review and comment.

In summary, the requirements are:

- Increase the road width to 22-feet from US 97 to the entrance to the plat.
 - Construct a hammerhead turnaround at the entrance to the plat.
 - Increase the crossing over Dry Creek to 20-feet in width.
 - Prior to the issuance of building permits for any structures on the subject property, the road construction requirements must be completed and the construction certified.
 - Comply with any requirements of the Washington State Department of Transportation.
1. Timing of Improvements: This application is subject to the latest revision of the Kittitas County Road Standards, dated 9/6/05. The following conditions apply and must be completed prior to the issuance of a building permit for any of the residence within this plat. A Performance Bond or acceptable financial guarantee may be used, in lieu of the required improvements, per the conditions outlined in the current Kittitas County Road Standards.
 2. 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.
 3. Easement Width: The easement width of Cross Creek Drive shall be shown on the final plat.
 4. Private Road Improvements: Access from US 97 to the entrance to the plat 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 60' wide. The roadway shall have a minimum width of 20', with 1' shoulders, for a total width of 22'.

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- 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.
 - 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.
5. Emergency Turnaround: A hammerhead turnaround shall be constructed on Cross Creek Drive at the entrance to the plat. The hammerhead must conform to the requirements specified by the 2009 International Fire Code. Contact the Fire Marshal regarding any additional cul-de-sac requirements.
6. Driveway Access: Access onto the property from Cross Creek Drive shall be constructed as a joint or single 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.



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

July 14th 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."

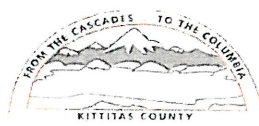
Adequate Potable Water Supply Statement:

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/

**Environmental
Health Services**
507 N. Nanum Street, Suite 102
Ellensburg, WA 98926
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For preliminary plat approval, applicants for subdivisions (short plats and long plats) in Kittitas County 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
Encompass Engineering and Surveying via email @ gweiser@encompasses.net

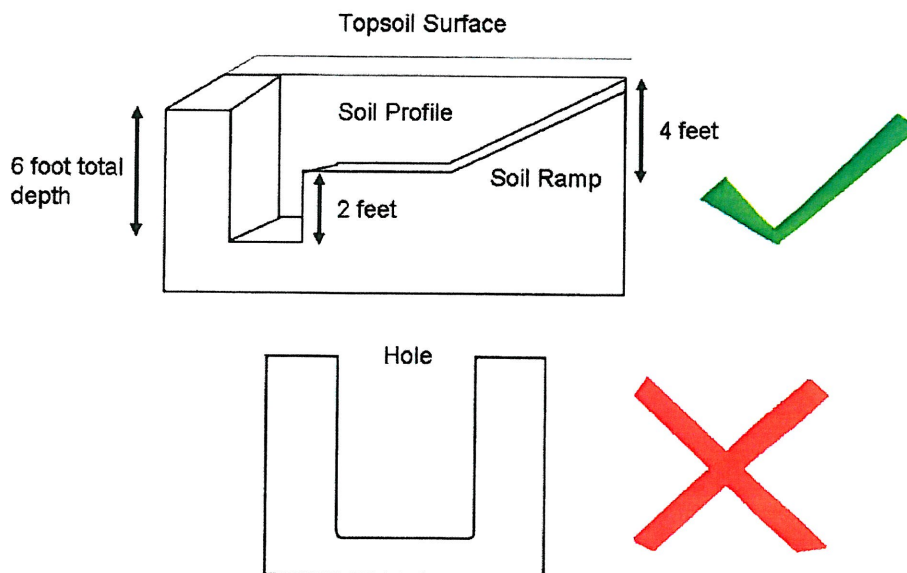
Soil Log Fact Sheet Directions for Land Division

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.

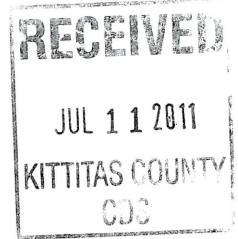
TABLE X
Minimum Land Area Requirement
Single-Family Residence or Unit Volume of Sewage

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 ¹					
Individual, on each lot	1.0 acre	1 acre	1 acre	1 acre	2 acres	2 acres
	2.5 acres ¹					

¹ 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.



July 11, 2011

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

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


I urge you to deny the request to subdivide the above referenced piece of property. This property is zoned Agriculture 20 and per the Growth Management Act passed by the legislature should not be sub-divided below 20 acre parcels.

The referenced property is accessed through a private driveway, which washes out seasonally. Additional traffic on this driveway will only cause more issues when these washouts occur. When the driveway washes out both private and state property downstream is negatively affected. Part of the property itself is in the floodplain and more of it is considered a wetlands.

The Kittitas County Health Department states the concern that "Preliminary inspection indicated soil conditions may allow use of septic tanks as a temporary means of sewage disposal for some but not necessarily all building sites within this short plat. Prospective purchases of lots are urged to make inquiries at the county health department about issuance of septic tank permits for lots." This statement just shows that this property is not a good prospect for subdivision and future development.

We strongly believe that this location is not suited to additional houses and occupation. Please maintain the Growth Management Act and maintain Ag 20 as no sub-division below 20 acres.

Thank you for your attention to this matter,



John & Stephanie Harris
341 Cross Creek Dr.
Ellensburg, WA 98926

RE: Jett Short Plat Application

Dear Mr. Valoff:

First and foremost I would like to thank you for taking the time to explain the applicant's intentions for the notice of application we received for the Jett Short Plat (SP-11-00004), and the zoning requirements for Agriculture 20, in which the parcel (18-18-06000-0003) is located.

Although you stated that the proposed short plat is intended to split the property into 2 parcels to create 2 lots – one approximately 29.15 acres, and one 5.01 acres, and in the future any intention to place more dwelling units via “mother in law apartments” etc. on this property would require notices to be sent to inform us, we would like to make sure this letter of concerns is placed in the record at this time.

As I stated to you, Christina Wollman, and Kelly Bacon, we own the driveway for which Ms. Jett has an easement, which we granted and recorded in 2005. There are currently six dwelling units (six addresses) which have access off this driveway which we own. We placed a new manufactured home on our property in 2005, and we were required to move the older 1980 mobile home from our property as a condition of the Certificate of Occupancy for our new home. You stated that this was due to it being a manufactured home - I am including a copy of this Declaration and the Kittitas County Preliminary Site Analysis Form Building Permit # 975 which states that Pursuant to Kittitas County Zoning Code, One single-family residence shall be allowed on our lot, and the existing residence must be removed prior to Certificate of Occupancy for the applied for residence. This Declaration of Covenant form was provided to me by your office. We were told at the time of application, that this was due to our access and that since it did not meet current County standards, no additional residences would be allowed.

The Jett Short Plat proposal will create two parcels, one with an older mobile home, and one with an older stick built house. If someone were to want to build a new dwelling unit on the piece with the mobile home, would that older mobile home have to be removed just like ours was? What requirements would have to be met in order to build more dwellings on the other piece of property which has the stick built house?

We have the responsibility of maintaining the road. I'm sure you have heard from other county residents about road maintenance issues. We also have flooding, and nearly every year, the water washes out our driveway, and we have to repair it. My dad who owned an excavation company designed the road and culvert so that the water would wash the road out, not the 10 foot culvert (back in the 80's when the original wooden bridge was washed away). We have it down to a science and we all get along pretty well. Some neighbors are required to pay a percentage of the road maintenance, and some are not since they are “grandfathered” in and their easement does not specify a percentage, however, it all works out, because we get along, and the “grandfathered” party helps repair the road with his

tractor/equipment, and we try not to put unnecessary costs forth. If the road were required to become built to today's standards, in order to provide more dwellings, I'm pretty sure all the other neighbors would sign a petition against it. We all enjoy our private, rural setting where we all look out for each other.

Please notify us of any further development applications for the Jett Short Plat parcels.

Sincerely,

Shannon D. Johnson & Bernie A. Johnson

451 Cross Creek Drive, Ellensburg WA 98926