



KITTITAS COUNTY

DEPARTMENT OF PUBLIC WORKS

MEMORANDUM

TO: Community Development Services

FROM: Kelly Bacon, Engineer Technician I *KB*

DATE: June 6, 2016

SUBJECT: Mitchell Short Plat SP-16-0001

The following shall be conditions of preliminary approval:

1. Transportation Concurrency: Applicant needs to submit their application for Transportation Concurrency to the Department of Public Works.
2. 20' Private Access Easement: The intent of this access easement needs to be specific to lot 4C. Lot 4D will need to come directly off of the 60' Easement Q of Bk 18 pgs 196-200. If the applicant chooses to make the private access easement a shared easement, the easement will need to meet the joint use access requirements.
3. Timing of Improvements: This application is subject to the latest revision of the Kittitas County Road Standards, dated 12/15/15. The following conditions apply and must be completed prior to final approval of this project. A performance guarantee may be used, in lieu of the required improvements, per the conditions outlined KCC 12.01150.
4. 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, 12/15/15 edition. Kittitas County Public Works shall require this road certification to be completed prior to final approval of the project. If a performance guarantee is used in lieu of the required improvements, the private road shall be constructed and certified to comply with the minimum requirements of the International Fire Code prior to issuance of a building permit.
5. Private Road Improvements: Access from Emerick Road shall be constructed as a Low-Density Private Road. See Table 4-4, current Kittitas County Road Standards, 12/15/15 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'.
 - b. Minimum centerline radius will be 60'.
 - c. The surface requirement is for a minimum gravel surface depth of 6".
 - d. Maximum grade is 10%.

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- e. Stopping site distance, reference AASHTO.
 - f. Maintenance of driveway approaches shall be the responsibility of the owner whose property they serve. The County will not maintain accesses.
 - g. 20' Private Access Easement: The intent of this access easement needs to be specific for lot 4C. Lot 4D will need to come directly off of the 60' Easement Q of Bk 18 pgs 196-200. If the applicant chooses to make the private access easement a shared easement, the easement will need to meet the joint use access requirements Any further subdivision or lots to be served by proposed access may result in further access requirements.
 - h. 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.
 - i. All easements shall provide for AASHTO radius at the intersection of county road.
 - j. A paved apron shall be constructed at the intersection of the proposed private intersection and the county road right of way.
6. Driveways: A driveway shall serve no more than two tax parcels. See Kittitas County Road Standards, 12/15/15 edition.
- a. New access easements shall be a minimum of 30' wide. The roadway width shall have a minimum width of 12' if the length of the driveway is less than 150', or 16' if the length of the driveway is more than 150'.
 - b. Maximum grade shall be 15%.
 - c. Crushed surface depth per WSDOT standards.
 - d. Maintenance of driveway approaches shall be the responsibility of the owner whose property they serve. The County will not maintain accesses.
 - e. Any further subdivision or lots to be served by proposed access may result in further access requirements.
7. Plat Notes: Plat notes shall reflect the following:
- a. 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 and formally adopted by the Kittitas County Board of County Commissioners.
 - b. Maintenance of the access is the responsibility of the property owners who benefit from its use.
 - c. 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.
 - d. Any further subdivision or lots to be served by proposed access may result in further access requirements. See Kittitas County Road Standards.

- e. 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
8. Plat Approvals: All plats must show the acceptance signature of the County Engineer. The acceptance block shall be as follows (per KCC 16.24.170):

EXAMINED AND APPROVED
This ____ day of ____, A.D., 20__.

Kittitas County Engineer

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. 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.
12. 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.
13. Fire Protection: Contact the Kittitas County Fire Marshal regarding any additional access requirements for Emergency Response.
14. 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.