



# KITTITAS COUNTY

## DEPARTMENT OF PUBLIC WORKS

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### MEMORANDUM

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TO: Community Development Services

FROM: Kelly Bacon, Engineer Technician I

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DATE: December 30, 2016

SUBJECT: Brownlee Short Plat SP-16-00004

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

1. Transportation Concurrency: Is required on all divisions of land prior to final approval.
2. Access to Lot 1: The existing 60' Easement Q located off of 4<sup>th</sup> Parallel Road is for agricultural use only. An access driveway for the property will need to be established either by amending the existing agricultural easement to allow for all uses, or through a joint use driveway easement across lot 2. The access easement must be shown on the face of the short plat.
3. 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.
4. Plat Notes: Plat notes shall reflect the following:
  - a. Maintenance of the access is the responsibility of the property owners who benefit from its use.
  - b. 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.

- c. Any further subdivision or lots to be served by proposed access may result in further access requirements. See Kittitas County Road Standards.
  - d. 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. 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

6. Private Road Maintenance Agreement: The applicant shall meet all applicable conditions of any pre-established or required Private Road Maintenance Agreements.
7. Lot Closure: It is the responsibility of the Professional Licensed Surveyor (PLS) to ensure the lot closures are correct and accurate.
8. 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.
9. 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.
10. Fire Protection: Contact the Kittitas County Fire Marshal regarding any additional access requirements for Emergency Response.
11. 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.