



# KITTITAS COUNTY

## DEPARTMENT OF PUBLIC WORKS

### MEMORANDUM

**TO:** All Staff  
**FROM:** Public Works Plan Review Team  
**DATE:** March 27, 2023  
**SUBJECT:** SE-23-00002 PR Douglas

<p><b>ACCESS</b></p>	<ol style="list-style-type: none"> <li>1.) Determine if there is an active/approved access/addressing permit for the parcel for which a SEPA application is submitted. If there is, list the permit number as a comment. Do not include comment b unless there isn't a permit for a driveway.</li> <li>2.) An approved access permit shall be required from the Kittitas County Department of Public Works prior to creating any new driveway access or altering an existing access. Refer to Chapter 12 of the Kittitas County Code for access requirements.</li> <li>3.) Maintenance of driveway approaches shall be the responsibility of the owner whose property they serve. The County will not maintain accesses.</li> <li>4.) In addition to the above-mentioned conditions, all applicable Kittitas County Road Standards apply to this proposal. Access is not guaranteed to any existing or created parcel on this application.</li> </ol>
<p><b>ENGINEERING</b></p>	<ol style="list-style-type: none"> <li>1. Except as exempted in Section KCC 14.05.060, no grading or filling upon a site involving more than one hundred (100) cubic yards shall be performed without a grading permit from the County Engineer or Public Works designee (KCC 14.05.050). An application for grading in excess of five hundred (500) cubic yards shall be accompanied by an engineered grading plan (KCC 14.05.080).</li> <li>2. Traffic Concurrency is required for all land use actions. A transportation impact analysis (TIA) shall be required for all development that will generate more than nine (9) peak hour vehicle trips. Please provide estimated traffic generation for peak hours to determine if a TIA will be required. (KCC 12.10.040(c))</li> </ol> <p><b>AS OF 3/27/2023</b></p> <p><b>Courtesy screening was completed and with information provided, no TIA will be required at this time. (KH)</b></p>

<b>SURVEY</b>	1. Any property corners damaged or destroyed by this development shall be replaced by a Professional Land Surveyor licensed in the State of Washington. (JT)
<b>FLOOD</b>	No comments (SC)
<b>WATER MITIGATION/ METERING</b>	No comments (SC)