



**KITTITAS COUNTY**  
**COMMUNITY DEVELOPMENT SERVICES**  
411 NORTH RUBY STREET SUITE #2 ■ ELLENSBURG, WA 98926  
PHONE (509) 962-7506 ■ FAX (509) 962-7682

**25**  
ITEM

**CELL TOWER POLICY**

FOR MORE INFORMATION VISIT THE CDS WEBSITE AT: [WWW.CO.KITTITAS.WA.US/CDS](http://WWW.CO.KITTITAS.WA.US/CDS)

**The purpose of this notice is to outline the policies regarding cell towers. The following applies:**

Kittitas County does not require a permit to add or replace antennae or amplifiers on existing cell towers. Also see Kittitas County Code 17.61.040 (6) for zoning or land use.

We do require that you provide the following for our original permit file however:

1. Parcel map number or tax parcel identification of the site.
2. Lease agreement from the tower owner authorizing the work.
3. Engineering stating that the tower can structurally accommodate the new equipment. A simple stamped letter is adequate from a Washington State licensed engineer.

We can accept the above via email. This action does not require fees to be paid.

A one story detached accessory storage building/shed less than 120 square feet are exempt from a permit per 2015 IBC 105.2(1). An equipment storage cabinet would fall under this exception if less than 120 square feet.

If an equipment shelter exceeds 120 sq ft., it will require a building permit. If the equipment shelter is pre-fabricated it must also be inspected and approved by Washington State Labor and Industries. Please see Kittitas County website for building permit submittal requirements.

A generator and fuel tank are permitted through the Fire Marshal.  
You can submit for that at the same time as the building permit or it can be submitted separately.

DATE: 9/8/16

BUILDING OFFICIAL: [Signature]