



Equinox Short Plat
File Number SP-24-00003
FINDINGS OF FACT, DECISION AND CONDITIONS OF APPROVAL

I. General Information

Requested Action: The applicants are proposing a 2-lot short plat resulting in one (1) 0.52-acre lot and one (1) 0.48-acre lot, utilizing the "Short Plat Requirements" section of Kittitas County Code 16.32.

Location: One tax parcel (#19964), located approximately 0.75 miles South of Roslyn, WA, in a portion of the SE ¼ of the SE ¼ of Section 19, T. 20 N., Range 15 E., W.M.; Kittitas County parcel map number 20-15-19050-0086, with a land use designation of Rural Recreation and a zoning designation of Master Planned Resort.

Site Information:

Total Property Size:	1.00 acres
Number of existing lots:	1
Number of proposed lots:	2
Domestic Water:	Suncadia Water Systems
Existing Sewage Disposal:	Suncadia Sanitary Sewer Systems
Fire District:	Cle Elum (Fire District 7)
Irrigation District:	None

Site Characteristics: The site consists of undeveloped land with no existing structures.

Surrounding Property:

North: Privately owned land used for residential development in a master planned resort featuring recreational facilities, most notably a golf course.

South: Privately owned land used for residential development in a master planned resort featuring recreational facilities, most notably a golf course.

East: Privately owned land used for residential development in a master planned resort featuring recreational facilities, most notably a golf course.

West: Privately owned land used for residential development in a master planned resort featuring recreational facilities, most notably a golf course.

Access: The project has existing access from Equinox Drive, a private road within a master planned resort community.

II. Administrative Review

Notice of Application: A Short Plat permit application was submitted to Kittitas County Community Development Services on March 8, 2024. The application was deemed complete on March 14, 2024. A Notice of Application for the Equinox Short Plat (SP-24-00003) was mailed to all federal, state, and local agencies/departments with potential interest in the proposal as well as to all adjacent landowners located within 500 feet of any portion of the boundary of the proposal's tax parcel on March 14, 2024. Notice was published in the Daily Record, the official newspaper of record for Kittitas County, and posted to the Kittitas County Website, all in conformance with the Kittitas County Project Permit Application Process (Title 15A).

Designated Permit Coordinator (staff contact): Zach Torrance-Smith, Staff Planner. Phone: (509) 962-7079, Email: zach.torrancesmith@co.kittitas.wa.us.

III. Zoning and Development Standards

The subject property is located approximately 0.75 Miles South of Roslyn, WA, and has a zoning designation of Master Planned Resort with a Land Use designation of Rural Recreation. The purpose and intent of this zone is to offer an opportunity to utilize special natural features for enjoyment and recreational use, while bringing significant economic diversification and benefits to communities. The Equinox Short Plat is being proposed under KCC 16.32 Short Plat Requirements.

Staff Conclusions

The proposal, as conditioned, meets the requirements of KCC 16.32.

KCC 16.32.050 Short plat review: The planning official shall be vested with the responsibility of processing short plat applications. The county shall review and consider the proposed short subdivision regarding:

1. Its conformance with all county subdivision, zoning, health and sanitation, roads and bridges, and fire and life safety regulations and with laws adopted by the State of Washington.
2. Its conformance to all standards and improvements required under this title.
3. Potential hazards created by flood potential, landslides, etc.
4. Provisions for all improvements and easements (roads, ditches, etc.) required by this title.
5. Access for all proposed lots or parcels by way of a dedicated road right-of-way or easement.
6. All other relevant facts which may determine whether the public interest will be served by approval of the proposed subdivision.
7. Lots or parcels created by the final platting of a subdivision or short subdivision may not be further divided within a five-year period without filing of a final plat; except as provided for in [RCW 58.17.060](#)
8. Its compliance with [Kittitas County Code Chapter 13.35](#), Adequate Water Supply Determination or work voluntarily with Kittitas County to develop an authorized conservation easement, see section 16.08.061.

Staff Conclusions

The proposal; 1) conforms to all county subdivision, zoning, health and sanitation, roads and bridges, and fire and life safety regulations and with laws adopted by the state of Washington, 2) conforms to all standards and improvements required under this title, 3) has no hazards created by flood potential, landslides, etc., 4) makes provisions for all improvements and easements, 5) outlines access for all proposed lots, 6) indicates no hindrance to the public interest, 7) is not being further divided from an

incomplete plat, and 8) complies with KCC 13.35 to determine adequate water supply. Staff finds that the proposed short plat, as conditioned, is consistent with all applicable Washington State and Kittitas County codes.

IV. Comprehensive Plan

The Kittitas County Comprehensive Plan designates the proposal as a short plat in a Rural Recreation land use designation. Kittitas County has established the following goals and policies to guide activities in these areas. These goals and policies were developed in response to identified needs within the county, and support the County Wide Planning Policies:

RR-G9: The County should continue to explore ways to provide rural economic opportunity.

Consistency Statement

The proposed short plat matches the parcel patterns of the surrounding development and will lead to increased economic activity by creating an additional lot that can be developed to contain a single-family residence in the future.

RR-P10: Allow for a variety of rural densities which maintain and recognize rural character, agricultural activities, rural community and development patterns, open spaces, and recreational opportunities.

Consistency Statement

The proposed short plat matches the parcel patterns of the surrounding development and will lead to increased recreational opportunities by providing additional housing for prospective homeowners in the future.

Staff Comments

The Equinox short plat as conditioned is consistent with the Kittitas County Comprehensive Plan Goals and Policies listed above. The proposal preserves recreational lands and allows for continued rural recreational land use.

V. Environmental Review

CDS determined the Equinox Short Plat was exempt from SEPA review per WAC 197-11-800 (6)(d). A desktop critical area review was performed by staff and GIS data indicates no wetlands exist on proposed lots. Any future development will be required to meet the standards of KCC 17A Critical Areas.

VI. Agency and Public Comments

Applicable agencies, adjacent property owners, and interested parties have been given the opportunity to review this proposal. All comments are on file and available for public review.

Agency Comments:

The following agencies provided comments during the comment period: Kittitas County Public Works, The Confederated Tribes of the Colville Reservation, Washington State Department of

Ecology, Washington State Department of Health (Office of Drinking Water).

Kittitas County Public Works

Kittitas County Public Works provided comments regarding water capacity, survey notes, and elaborated on their requirement to show legal water availability as well as required plat notes related to water systems.

Applicant Response: “Properties within the Suncadia Resort receive water services through a centralized water system owned and managed by the Suncadia Water Company, LLC (SWC). SWC will service each of the individual residential lots up to a maximum of 2 single-family residences within the above-referenced short plat. The water system currently has the capacity to serve these lots, the water delivered is tested at regular intervals, and the system meets all the requirements of the State Department of Health for a public water system. Sewer service to the above-referenced short plat is provided through a centralized sewer system owned and managed by Suncadia Environmental Company, LLC (SEC). The sewer system currently has the capacity to serve up to a maximum of 2 single-family residences within this short plat.”

Staff Response: As Kittitas County Public Works has communicated these comments that include requirements, staff hereby affirms that these requirements must be addressed and verified prior to receiving final approval.

Confederated Tribes of the Colville Reservation

The Confederated Tribes of the Colville Reservation requested that current developers, as well as any future developers, have an Inadvertent Discovery Plan (IDP) in place prior to any ground disturbing activities. The Colville Tribe also requested a cultural resource survey be conducted.

Applicant Response: “The entire Suncadia resort property has been extensively surveyed for cultural and historic sites during the environmental impact process culminating in the identification of sites as well as adoption of appropriate mitigation measures as set forth in Conditions of Approval C-21 – C-23 of Exhibit F to the Development Agreement with Kittitas County. Suncadia is very cognizant and sensitive to cultural resources and historic properties and always preserve, protect, and follow all applicable rules and regulations as set forth in the Development Agreement.”

Staff Response: Staff finds that the applicant has addressed the Colville Tribe’s requests adequately and has no further comment.

Washington State Department of Ecology

The Washington State Department of Ecology provided comments detailing the processes involved with handling stormwater in the event that this parcel undergoes construction in the future.

Applicant Response: “Suncadia follows all rules and regulations regarding stormwater that were established during the Environmental Impact Statement with the Development Agreement. This Short Plat is a division of a parcel that is the result of 2 parcels that were combined into one parcel. The intent is to return to the original configuration of Lots 86 and 87 of Mountainstar Phase 1, Division 2. Road and utility construction were completed at the time of the original subdivision. This subdivision will make use of the existing infrastructure and no new utilities or roads are required.”

Staff Response: Staff hereby affirms the requirements outlined by the WSDOE in the event that these parcels undergo construction in the future.

Washington State Department of Health – Office of Drinking Water

The WSDOH Office of Drinking Water had questions for the applicant regarding which development this parcel is part of.

Applicants Response: “This Short Plat is a division of a parcel that is the result of 2 parcels that were combined into one parcel. The intent is to return to the original configuration of Lots 86 and 87 of Mountainstar Phase 1, Division 2. Water connections were accounted for in the previous development. The water connection accounting was not reduced by one as a result of the parcel combination. This Short Plat does not require any additional connections.”

Staff Response: As it appears that the applicant has adequately answered the agency’s questions, staff has no further comment.

VII. Project Analysis & Consistency Review

In review of this proposal, it is important to consider the goals and policies of the comprehensive plan, applicable county code, public and agency comments, any identified environmental concerns and state and federal requirements. Identified below is the planning staff’s analysis and consistency review for the subject application.

Consistency with the Comprehensive Plan:

The proposal is consistent with the goals and policies of the Kittitas County Comprehensive Plan. As referenced above in Section IV of this staff report, the following Comprehensive Plan policies apply to this proposal: RR-G9, RR-P10.

Consistency with the provisions of KCC 17A, Critical Areas:

A desktop critical area review was performed by staff and GIS data indicates there are no wetlands present on the property.

Consistency with the provisions of KCC 17.37, Master Planned Resorts Zone:

This proposal, as conditioned, is consistent with the Kittitas County Zoning Code for the Master Planned Resorts zoning designation.

Consistency with the provisions of KCC 16.32.050, Short Plat Review:

This proposal, as conditioned, is consistent with the Kittitas County Short Plat Review requirements. The proposal; 1) conforms to all county subdivision, zoning, health and sanitation, roads and bridges, and fire and life safety regulations and with laws adopted by the state of Washington, 2) conforms to all standards and improvements required under this title, 3) has no hazards created by flood potential, landslides, etc., 4) makes provisions for all improvements and easements, 5) outlines access for both proposed lots, 6) indicates no hindrance to the public interest, 7) is not being further divided from an incomplete plat, and 8) complies with KCC 13.35 to determine adequate water supply.

Consistency with the provisions of the KCC Title 14.04, Building Code:

All buildings must be in accordance with International Building Codes.

Consistency with the provisions of KCC Title 12, Roads and Bridges:

As conditioned, the proposal must be consistent with the provisions of KCC Title 12.

Consistency with the provisions of KCC Title 20, Fire and Life Safety:

As conditioned, the proposal must be consistent with the provisions of KCC Title 20.

VIII. Findings of Fact

1. Requested Action: The applicants are proposing a 2-lot short plat resulting in one (1) 0.52-acre lot and one (1) 0.48-acre lot, utilizing the “Short Plat Requirements” section of Kittitas County Code 16.32.
2. Site Location: One tax parcel (#19964) located approximately 0.75 miles South of Roslyn, WA, in a portion of the SE ¼ of the SE ¼ of Section 19, T. 20 N., Range 15 E., W.M.; Kittitas County parcel map number 20-15-19050-0086, with a land use designation of Rural Recreation and a zoning designation of Master Planned Resort.

3. Site Information:

Total Property Size:	1.00 acres
Number of existing lots:	1
Number of proposed lots:	2
Domestic Water:	Suncadia Water Systems
Existing sewage Disposal:	Suncadia Sanitary Sewer Systems
Fire District:	Cle Elum (Fire District 7)
Irrigation District:	None

Site Characteristics: The site consists of undeveloped land with no existing structures.

Surrounding Property:

- North: Residential development in a master planned resort complete with recreational facilities, most notably a golf course.
- South: Residential development in a master planned resort complete with recreational facilities, most notably a golf course.
- East: Residential development in a master planned resort complete with recreational facilities, most notably a golf course.
- West: Residential development in a master planned resort complete with recreational facilities, most notably a golf course.

Access: The project has existing access from Equinox Drive, a private road within a master planned resort community.

4. The Comprehensive Plan land use designation is “Rural Recreation”.
5. The subject property is zoned “Master Planned Resort”.
6. A Short Plat permit application was submitted to Kittitas County Community Development Services on March 8, 2024. The application was deemed complete on March 14, 2024. A Notice of Application for the Equinox Short Plat (SP-24-00003) was mailed to all federal, state, and local agencies/departments with potential interest in the proposal as well as to all adjacent landowners located within 500 feet of any portion of the boundary of the proposal’s tax parcel on March 14, 2024. Notice was published in the Daily Record, the official newspaper of record for Kittitas County, and posted to the Kittitas County Website, all in conformance with the Kittitas County Project Permit Application Process (Title 15A).

7. The proposal is consistent with Kittitas County Subdivision Code 16.32.050, Short Plat Review. Staff finds that the proposed short plat is consistent with all applicable Washington State and Kittitas County code sections, provided that aforementioned required provisions are met.
8. The following agencies provided comments during the comment period: Kittitas County Public Works, Confederated Tribes of the Colville Reservation, Washington State Department of Ecology, Washington State Department of Health (Office of Drinking Water).
9. SEPA review was not required. This project is exempt under WAC 197-11-800 (6)(d). The proposed short plat is consistent with KCC Title 15.
10. The proposed short plat is consistent with KCC Title 17A Critical Areas as conditioned.
11. The proposed short plat is consistent with KCC 17.37 Master Planned Resorts Zone as conditioned.
12. The proposed short plat is consistent with KCC 16.32.050 as conditioned.
13. The proposed short plat is consistent with KCC Title 14 Building and Construction as conditioned.
14. The proposed short plat is consistent with KCC 12 Roads and Bridges as conditioned.
15. The proposed short plat is consistent with KCC 20 Fire and Life Safety as conditioned.

IX. Conclusions

1. As conditioned, the proposal meets the goals, policies and implementation recommendations as set forth in the Kittitas County Comprehensive Plan.
2. As conditioned, this proposal is consistent with applicable federal and state laws and regulations.
3. As conditioned the proposal is consistent with Kittitas County Code Title 16.32 Short Plat.
4. As conditioned, the proposal is consistent with Kittitas County Code Title 17 Zoning, Title 17A Critical Areas, Title 14 Building Code, Title 13 Water and Sewers, Title 12 Roads and Bridges, and Title 20 Fire and Life Safety.

X. Decision and Conditions of Approval

Kittitas County Community Development Services grants *preliminary approval* of the Equinox Short Plat, SP-24-00003, based on the above staff analysis, findings of fact, and conclusions with the following conditions of approval.

Conditions of Approval:

1. Building

- A. All new construction must meet the International Code requirements.
- B. Environmental and statutory review may be required for all current and future development, construction, and improvements. The applicant and/or all future owners of any lot or lots within this subdivision are responsible for compliance with all applicable local, state, and federal rules, requirements, codes, and regulations. It is incumbent upon said applicants and future owners to investigate for, and obtain from the appropriate agency or their representative, all required permits, licenses, and approvals for any development, construction, and/or improvements that occur within the boundaries of this subdivision.

2. Roads and Transportation

- A. This application is subject to the latest revision of the Kittitas County Road Standards. 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 12.01.150)
- B. A driveway shall serve no more than four tax parcels. See Kittitas County Road Standards.
- C. New access easements shall be a minimum of 30'. 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'.
- D. Driveways longer than 150' in length are required to provide a Fire Apparatus Road Turnaround meeting the requirements of the appendix D in the International Fire Code.
- E. Max grade shall be 10%.
- F. Crush surface depth per WSDOT Standards.
- G. Maintenance of driveway approaches shall be the responsibility of the owner whose property they serve. The County will not maintain accesses.
- H. 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.
- I. 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.
- J. Contact the Kittitas County Fire Marshal regarding any additional access requirements for Emergency Response.
- K. 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.
- L. 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).

3. State and Federal

A. Applicant shall meet all state and federal regulations.

4. Survey

- A. The new division line shall have corners set in the field and be shown on the face of the survey.
- B. The final plat shall show the basis of bearing.

5. Plat Notes

A. The following plat notes shall be recorded on the final mylar drawings:

- Environmental and statutory review may be required for all current and future development, construction, and improvements. The applicant and/or all future owners of any lot or lots within this subdivision are responsible for compliance with all applicable local, state, and federal rules, requirements, codes, and regulations. It is incumbent upon said applicants and future owners to investigate for, and obtain from the appropriate agency or their representative, all required permits, licenses, and approvals for any development, construction, and/or improvements that occur within the boundaries of this subdivision.
- All development shall comply with International Fire Code.
- Maintenance of the access is the responsibility of the property owners who benefit from its use.
- 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.
- 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.
- Any further subdivision or lots to be served by proposed access may result in further access requirements. See Kittitas County Road Standards.
- Metering is required for all new uses of domestic water for residential well connections and usage must be recorded in a manner consistent with Kittitas County Code Chapter 13.35.027 and Ecology regulations.
- The subject property is within or near designated agricultural lands, forest lands, or mineral resource lands on which a variety of commercial activities and mineral

operations may occur that are not compatible with residential development for certain periods of limited duration. Commercial natural resource activities and/or mineral operations performed in accordance with County, State and federal laws are not subject to legal action as public nuisances.

6. Other

- A. Taxes shall be paid in full on all tax parcels involved in this land use action as required by Washington State Law (RCWs 84.40.042 & 84.56.345) prior to final plat recording.
- B. Should ground disturbing or other activities related to the proposed subdivision result in the inadvertent discovery of cultural or archaeological materials, work shall be stopped in the immediate area and contact be made with the Washington State Department of Archaeology and Historic Preservation (DAHP) and the Confederated Tribes of the Colville Reservation. Work shall remain suspended until the findings are assessed, and appropriate consultation is conducted. Should human remains be inadvertently discovered, as dictated by Washington State RCW 27.44.055, work shall be immediately halted in the area and contact made with the coroner and local law enforcement in the most expeditious manner possible.
- C. Both sheets of the final mylars shall reflect short plat number SP-24-00003 and an accurate legal description shall be shown on the face of the final plat. Engineers and Surveyors need to be cognizant of all the requirements related to Final Plats (KCC 16.20) and Survey Data and Dedications (KCC 16.24). The final plat must be submitted in full conformance with these chapters of Kittitas County Code; **non-compliant mylars will be rejected and returned to the applicant.** A final plat file number will be assigned when CDS receives your final plat application. This file number will also be required on the face of the final plat.
- D. It is the responsibility of the Professional Licensed Surveyor (PLS) to ensure the lot closures are correct and accurate.
- E. This preliminary approval will expire 5 years from the date of this determination if no extension is filed in accordance with KCC 16.32.090.

From these conclusions and findings, the proposed Short Plat is approved with the above conditions. Kittitas County Code (Chapter 15A.07.010) stipulates that an appeal of this administrative land use decision must be filed within 10 (ten) working days by submitting specific factual objections and a fee of \$1670 to Kittitas County. The appeal deadline for this project is May 21, 2024, at 5:00p.m. Appeals submitted on or before May 21, 2024, shall be submitted to Kittitas County Community Development Services at 411 N Ruby St, Suite 2 Ellensburg, WA 98926.

Responsible Official



Zach Torrance-Smith

Title: Planner I

Address: Kittitas County Community Development Services
411 N. Ruby Street, Suite 2
Ellensburg, WA. 98926
Phone: (509) 962-7079

Date: May 6, 2024