

**KITTITAS COUNTY**  
**DEPARTMENT OF PUBLIC WORKS**

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**MEMORANDUM**

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TO: Jeff Watson, Community Development Services  
FROM: Christina Wollman, Planner II *CW*  
DATE: July 14, 2010  
SUBJECT: Magana Short Plat SP-10-00004

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

1. Joint-Use Driveway: A joint-use access shall serve no more than two tax parcels. See Kittitas County Road Standards, 9/6/05 edition.
  - a. Access easements shall be a minimum of 20' wide. The roadway width shall have a minimum width of 12'.
  - b. The surface requirement is for a minimum gravel surface depth of 6".
  - c. Maintenance of driveway approaches shall be the responsibility of the owner whose property they serve. The County will not maintain accesses.
  - d. Any further subdivision or lots to be served by proposed access may result in further access requirements.
2. Private Road Maintenance Agreement: The applicant shall meet all applicable conditions of any pre-established or required Private Road Maintenance Agreements.
3. Lot Closure: It is the responsibility of the Professional Licensed Surveyor (PLS) to ensure the lot closures are correct and accurate.
4. 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.
5. 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.
6. 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.

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411 N. Ruby St. Suite 1  
Ellensburg, WA 98926

TEL (509) 962-7523  
FAX (509) 962-7663

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To Protect and Promote the Health and the Environment of the People of Kittitas County

04-29-2010

Manuel Magana and/or Jose Munguia-Bernal  
905 W Cascade Ct. Unit #40  
Ellensburg, WA 98926

RE: Magana Short Plat (SP-10-00004) submission fee received (\$380.00)

Dear Applicant:

We have received the application for your proposed Short Plat (located in Section 6, Township 18, Range 20, off of Colockum Road).

Enclosed is a checklist and more detailed instructions for meeting Kittitas County Public Health Department's requirements for providing adequate supply of potable water and providing adequate sewage disposal for platting.

***Please note: We will not recommend approval of your plat application until the enclosed requirements are met. Some requirements must be satisfied prior to recommendation for preliminary approval.***

Once we have received and reviewed the required information, we will notify Community Development Services that the Public Health Department requirements have been satisfactorily addressed.

If you have any questions or concerns, please feel free to contact our office at (509) 962-7515.

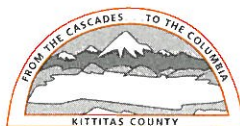
Sincerely,

A handwritten signature in blue ink that reads "Catherine Bambrick". The signature is written in a cursive, flowing style.

Catherine Bambrick, Administrator  
Kittitas County Public Health Department

Enclosures: (3)

cc: Kittitas County Community Development Services, Cruse & Associates (engineering firm)



## Checklist

**Prior to recommending final approval** of the above listed plat you must meet RCW 58.17.150, RCW 58.17.110, KCC Title 16, Chapter 16.12.150 and WAC 246-272A-0320 by:

(\*\*More detailed instructions are provided in the 'Instructions for Completing Requirements for Public Health' enclosed)

### 1. Proving there is an adequate supply of potable water

Choose and follow instructions for **one** of the five following options:

**Group "A" Public Water System**

Provide written approval from Washington State Department of Health.

**Group "B" Public Water System**

Schedule a well site inspection with the Public Health Department and contact a Satellite Management Agency as the **first step** toward approval of a Group B Public Water System. The Group B Public Water System must be approved or bonded for completion of the well house construction prior to recommendation for final plat approval.

**Individual Wells**

For preliminary approval to be recommended, provide a well log or hydrogeological report to prove adequate ground water exists for the proposed number of potable water wells. For final approval to be recommended, all wells must be drilled, flow capacity known, water storage mitigations resolved and bacteriological and nitrate tests must be performed and satisfactory. Final mylars must have well head protection zone(s) established.

**Shared Two-Party Well**

For preliminary approval to be recommended, provide a well log or hydrogeological report to prove adequate ground water exists for the proposed potable water well. For final approval, submit:

- Well log or a 4 hour pump test
- Signed, notarized and recorded two party shared well water user's agreement
- Water storage mitigations (if required)
- Passing bacteriological and nitrate tests

Final mylars must have well head protection zone(s) established.

**Public Utility Water Supply**

Submit a signed letter of agreement from a public utility official and the developer/owner, granting sewer potable water services for the entire development.

## **AND**

### 2. Proving satisfactory sewage disposal

Choose and follow instructions for **one** of the two following options:

**On-site Sewage**

A soil analysis of each proposed lot on the subdivision must be completed prior to receiving a recommendation for **preliminary plat approval**. Schedule a soil log inspection with KCPHD and prepare each proposed lot by digging one test hole per lot.

**Public Utility Sewer**

Submit a signed letter of agreement from the public utility official and the developer/owner, granting sewer services for the entire development.

# Instructions for Completing Public Health Requirements

## I. ADEQUATE POTABLE WATER SUPPLY:

### **PUBLIC UTILITY WATER SUPPLY APPLICANTS**

Submit a signed letter of agreement with the responsible public utility official and the developer/owner, granting delivery of potable water for the entire development.

### **WELL SET BACK REQUIREMENTS**

Prior to drilling a well, a well site review must be conducted by KCPHD. All wells must be located 50 feet from a property lines and have a 100 foot well head protection zone established. For individual wells, the setbacks are 50 feet from septic tank and 100 feet from a drain field and reserve area. For public water systems, the setbacks are 100 foot from a septic tank, drain field and reserve area (Title 17, Chapter 17A.08.025, WAC 246-272A-0320, WAC 246-272A-0210).

### **PUBLIC WATER SYSTEMS**

All Public Water System applicants must contact a Satellite Management Agency (SMA) before initiating the application process. Evergreen Valley Utilities (509) 674-9642, Lookout Mountain Utilities Management (509) 674-6789 and Valley Water Services (509)575-3999 are the current SMAs.

#### **PUBLIC GROUP “A” WATER SYSTEMS**

If you have an existing well and a Department of Ecology issued a “water right” for potable usage of the well, Washington State Department of Health (DOH) is the regulatory authority for approving Group A systems. We require written verification that DOH has approved the system prior to final plat approval (see contact information below). If you have not secured a water right for potable use you must contact the Washington State Department of Ecology (Central Region Office) located in Yakima, Washington to begin the process of obtaining a water right. Their contact number is: (509) 575-2800.

#### **PUBLIC WATER SYSTEMS SERVING 3-14 CONNECTIONS**

Washington State Department of Health and Kittitas County Public Health Department share the regulatory authority for approving Public Water Systems from 3 to 14 connections in Kittitas County. The process for approval includes a source site inspection to approve the location of the proposed well or if the well exists to ensure that it meets the criteria for approval; drilling of the well and/or ensure that the well is located within the subdivision boundaries; completion of the well infrastructure, the workbook and all related documentation including testing and satisfactory results.

**\*\*All Public Water System (Group B) applications with 3-9 connections should be submitted to Kittitas County Public Health Department; all Public Water System (Group A) applications with 10-14 connections should be submitted to Washington State Department of Health at the addresses provided below.**

Kittitas County Public Health Department  
Environmental Health Division  
507 N Nanum Street, Suite 102  
Ellensburg, WA 98926  
(509) 933-8261

Washington State Department of Health  
16201 E. Indiana Ave., Suite 1500  
Spokane, WA 99216  
(509) 329-2116  
ATTN: Scott Torpie, Regional Engineer

After all of the aforementioned information is submitted, reviewed, and approved by Washington State DOH, final issuance of the well ID number completes the requirement.

## INDIVIDUAL WELLS

***For preliminary plat approval***, the number of wells and which parcels will be served by each well must be identified by the applicant. If individual wells are proposed for the parcels and there is an existing well located on the plat, a well log from the State of Washington, Department of Ecology (Ecology) and a recent passing bacteriological and nitrate test will meet the water availability requirement.

If there is not currently an existing well located on the plat, the applicant must demonstrate evidence of the water supply type that they intend on making available to the proposed lots and that adequacy will be achieved. This requirement can be achieved by submitting a hydrogeological report prepared by a licensed Professional Engineer or Hydrogeologist or by conducting a well survey of proximate wells. Such a survey shall include current information regarding capacity and a recent passing bacteriological and nitrate tests from proximate wells.

In either case, current information that identifies or estimates anticipated capacity of the existing or planned wells must demonstrate that the wells will provide sufficient water to the number of residences that may be connected to them.

***Final approval*** will be conditioned upon the conditions of preliminary approval, and all wells must be drilled, flow capacity known (minimum of a 4 hour pump test), water storage mitigations resolved and bacteriological and nitrate tests must be performed and satisfactory to be used for domestic use. Final mylars must have well head protection zone(s) established before final approval can be recommended.

## WATER BUDGET NEUTRALITY

**In upper Kittitas County**, if the property owner **has not already put the well or wells in question to beneficial use**, a determination of water neutrality from Washington State Department of Ecology will be required to satisfy the water availability requirement for individual wells and Public Water Systems serving 3-14 connections. This requirement may be waived at the final approval stage if Ecology has modified the Upper Kittitas County Ground Water Rule (Chapter 173-539A WAC) in such a way that a determination is no longer required and the applicant has met all requirements of the modified rule.

## PLAT NOTES

All applicants for subdivision (short and long plats) utilizing wells shall have a note placed on the face of the final mylars that states:

*“The approval of this division of land includes no guarantee that there is a legal right to withdraw groundwater within the land division. 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. “*

### ***AND, in upper Kittitas County only:***

*“Metering will be required on all new residential well connections and metering results shall be recorded in a manner consistent with Kittitas County and Washington State Department of Ecology requirements.”*

## II. SATISFACTORY SEWAGE DISPOSAL

### **PUBLIC UTILITY SEWER**

Submit a signed letter of agreement between the responsible public utility official and the developer/owner or other documentation that provides proof of connection to public sewer.

### **ON SITE SEWAGE**

Soil logs must be completed on each proposed lot to determine the suitability of the soil and minimal lot size required to support an onsite sewage system. **Soil logs must occur prior to recommendation for preliminary plat approval.** The developer/owner shall provide soil test holes on each lot as per WAC 246-272A-0320 or as amended (see attached soil log instruction sheet). The information obtained will be recorded and placed in the plat file for future reference. The information obtained from these soil logs is for plat approval purposes only and does not constitute a site evaluation in conjunction with the issuance of a permit for any specific lot.

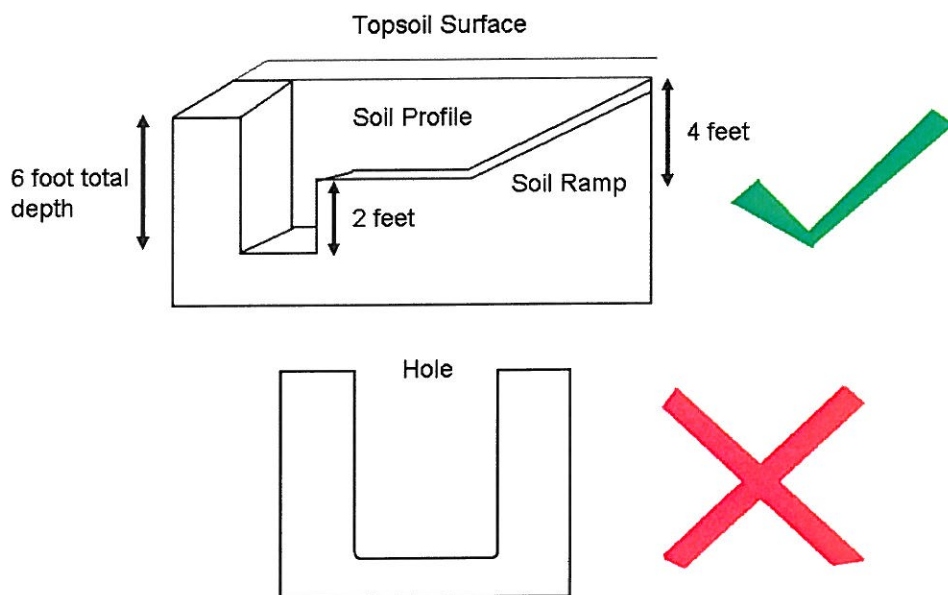
## Soil Log Requirements for Land Division

**Purpose:** The purpose of a soil log is to ensure that future property owners can be assured that they will be able to install a septic system on the property. A soil log is performed to ensure that suitable depth and type of soil is present on the property prior to final plat approval.

Since the type of soil and water source supplying the property can ultimately determine the minimum lot size, soil logs are required before a recommendation for preliminary plat approval can be made.

**Requirements:** In order for a soil log to be conducted, test holes must meet specific criteria according to Chapter 246-272A-0320 WAC, Kittitas County Code and Labor and Industries safety standards.

- 1) A minimum of one soil log per lot shall be dug to a depth of six feet, unless an impermeable layer such as bedrock, hardpan clay, or the existing water table prevents such a depth from being obtained. In some instances, additional holes may be required to determine if the minimum standards for septic support are present on the lot.
- 2) The design of a test hole shall be sloped to four feet beneath surface, leveled and then dug down an additional two feet for a total depth of six feet (see the diagram below for reference). Such a test hole is designed to prevent possible injury as a result of the surrounding soil bank collapsing into the test hole and to grant the local health officer ease of access to the soil profile.
- 3) In order to sub-divide property at least twelve inches of native, suitable soil must be present at the time the soil log is performed.
- 4) A soil log does not constitute a site-evaluation. A site evaluation determines the type of septic system required. A soil log only determines whether soils present on the property can support a septic system.



**Minimum Land Area Requirements:** According to the WAC 246-272A-0320 Table X (provided below) the minimum land area requirement from a public health perspective for subdivision of property is determined by the source of the drinking water and the soil type present to support an on-site sewage system. These guidelines have been put in place to protect human health and the environment from the potential health hazards that an on-site sewage system imposes. The type of water source available and soil type present must be determined by the local health officer. However, other minimum land area requirements may be subject to local government zoning regulations and restrictions, and it is advisable that property land owners seek advice from Community Development Services at (509) 962-7506 for assistance in this area.

**TABLE X**  
**Minimum Land Area Requirement**  
**Single-Family Residence or Unit Volume of Sewage**

Type of Water Supply	Soil Type (defined by WAC 246-272A-0220)					
	1	2	3	4	5	6
Public	0.5 acre	12,500 sq. ft.	15,000 sq. ft.	18,000 sq. ft.	20,000 sq. ft.	22,000 sq. ft.
	2.5 acre <sup>1</sup>					
Individual, on each lot	1.0 acre	1 acre	1 acre	1 acre	2 acres	2 acres
	2.5 acres <sup>1</sup>					

<sup>1</sup> See WAC 246-272A-0234(6).

**Other Considerations:** Since open holes present a potential danger to people, livestock, wild animals, and vehicles, it is advisable that such a hole be roped off or covered to prevent unwanted entry or marked to caution and facilitate finding. After the soil log has been performed the hole may be filled in by the property owner or contractor to eliminate the potential hazard.

**Scheduling a soil log:** Currently, soil logs are performed on a weekly basis by an Environmental Health Specialist. To schedule a soil log please contact the Kittitas County Public Health Department Office located at 507 N Nanum Street, Suite 102 or call (509) 962-7515 to arrange an appointment.





To Protect and Promote the Health and the Environment of the People of Kittitas County

April 29<sup>th</sup> 2010

Jeff Watson, Staff Planner  
Community Development Services  
411 N Ruby Street, Suite 2  
Ellensburg, WA 98926

RE: Magana Short Plat SP-10-00004

Dear Mr. Watson,

Thank you for the opportunity to comment on the Magana Short Plat, SP-10-00004.

**Water Metering Statement:**

If the residential well connections serving the proposed lots are to be located in Upper Kittitas County (as defined in 173-539A WAC) each residential well connection shall be required to have meters installed. Metering results shall be recorded in a manner consistent with Kittitas County and the State of Washington, Department of Ecology requirements. This requirement to meter only applies if you rely upon the RCW 90.44.050 exemption from permitting through ecology and the proposed project lies within in Upper Kittitas County (as defined in 173-539A WAC).

**Plat Note Statement:**

The final plat notes shall include the following two statements:

*"The approval of this division of land includes no guarantee that there is a legal right to withdraw groundwater within the land division. 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. "*

**AND in Upper Kittitas County Only (as defined in 173-539A WAC):**

*"Metering will be required on all new residential well connections and metering results shall be recorded in a manner consistent with Kittitas County and Washington State Department of Ecology requirements."*

**Water Availability Statement:**

The Public Health Department's recommendation shall state that final approval be conditioned upon the developer/owner of the plat providing proof of water availability. Water availability can be provided through several different ways depending on the source of water proposed.

**If application states that residences will utilize Individual Wells:**

Kittitas County  
Public Health Department  
507 N. Nanum Street, Suite 102  
Ellensburg, WA 98926  
T: 509.962.7515  
F:509.962.7581



[www.co.kittitas.wa.us/health/](http://www.co.kittitas.wa.us/health/)

Environmental  
Health Services  
507 N. Nanum Street, Suite 102  
Ellensburg, WA 98926  
T: 509.962.7515  
F:509.962.7581

***For preliminary plat approval,*** the number of wells and which parcels will be served by each well must be identified by the applicant. If individual wells are proposed for the parcels and there is an existing well located on the plat, a well log from the State of Washington, Department of Ecology (Ecology) and a recent passing bacteriological and nitrate test will meet the water availability requirement.

If there is not currently an existing well located on the plat, the applicant must demonstrate evidence of the water supply type that they intend on making available to the proposed lots and that adequacy will be achieved. This requirement can be achieved by submitting a hydrogeological report prepared by a licensed Professional Engineer or Hydrogeologist or by conducting a well survey of proximate wells. Such a survey shall include current information regarding capacity and a recent passing bacteriological and nitrate tests from proximate wells.

In either case, current information that identifies or estimates anticipated capacity of the existing or planned wells must demonstrate that the wells will provide sufficient water to the number of residences that may be connected to them.

***Final approval*** will be conditioned upon the conditions of preliminary approval, and all wells must be drilled, flow capacity known (minimum of a 4 hour pump test), water storage mitigations resolved, water budget neutrality mitigations resolved if applicable, and bacteriological and nitrate tests must be performed and satisfactory to be used for domestic use. Final mylars must have well head protection zone(s) established before final approval can be recommended.

**If application states that residences will utilize a Public Water System:**

***For preliminary approval,*** if a public water system is proposed for the plat, the future or current location of the well(s) must be identified on the plat map and the applicant must demonstrate that adequacy will be achieved. This requirement can be achieved by submitting a hydrogeological report prepared by a licensed Professional Engineer or Hydrogeologist or by conducting a well survey of proximate wells. Such a survey must include current information regarding capacity and a recent passing bacteriological and nitrate tests from proximate wells. If there is an existing well, a well log from Ecology and a recent passing bacteriological and nitrate test will meet the water availability requirement.

***For final approval,*** the public water system application shall be submitted, reviewed and approved by Kittitas County Public Health Department or the State of Washington, Department of Health which includes final issuance of the water system ID number to meet the water availability requirement for plat approval. For Group B Public Water Systems reviewed and approved by Kittitas County Public Health Department, bonding is allowed for completion of the system as stated in Kittitas County Code 13.09. However, water budget neutrality mitigations must be resolved, if applicable, before approval can be recommended; final mylars must also have the well head protection zone(s) established before final approval can be recommended.

**Septic Availability Statement:**

The Public Health Department's recommendation shall state that preliminary approval be conditioned upon the developer/owner of the plat providing satisfactory sewage disposal. Satisfactory sewage disposal can be provided through several different ways depending on the source of disposal proposed.

**If application states that residences will be connected to public sewer system:**

In order to recommend approval, The Public Health Department will need a signed letter from the sewer district stating that the proposed project's connection will be allowed.

**If on-site sewage systems are proposed for the plat and minimum lot sizes are satisfied:**

Soil logs must be performed prior to the Public Health Department recommending preliminary approval of the plat application. Once the soil logs are conducted and approved by the Public Health Department, the requirement for septic availability will have been satisfied.

**Review of the Application File:**

At this point in time this application does not contain sufficient information to make a determination that: 1) there is an adequate potable water supply available and 2) that the land area is suitable for onsite sewage systems. The above mentioned requirements need to be satisfied and the appropriate documentation needs to be submitted to the Public Health Department for review and approval in order for the plat application to be recommended for approval.

If you should have any questions or comments, please feel free to contact me at (509) 962-7515.

Sincerely,

James Rivard,  
Environmental Health Supervisor  
Kittitas County Public Health



STATE OF WASHINGTON  
DEPARTMENT OF ECOLOGY

15 W Yakima Ave, Ste 200 • Yakima, WA 98902-3452 • (509) 575-2490

April 29, 2010

Jeff Watson  
Kittitas County Community Development  
411 N. Ruby St., Suite 2  
Ellensburg, WA 98926

Dear Mr. Watson:

Thank you for the opportunity to comment on the short subdivision of approximately 20 acres into 2 lots, proposed by Chuck Cruse for Manuel Magana & Jose Munguia-Bernal [SP-10-00004]. We have reviewed the application and have the following comments.

**Water Resources**

Any ground water withdrawals in excess of 5,000 gallons per day or for the irrigation of more than ½ acre of lawn or noncommercial garden will require a permit from the Department of Ecology.

Chapter 173-150 WAC provides for the protection of existing rights against impairment, i.e. interruption or interference in the availability of water. If water supply in your area becomes limited your use could be curtailed by those with senior water rights.

The Attorney General's Opinion, (AGO 1997 No. 6) regarding the status of exempt ground water withdrawals, states that a group of wells drilled by the same person or group of persons, at or about the same time, in the same area, for the same purpose or project should be considered a single withdrawal and would not be exempt from the permitting requirement contained in RCW 90.44.050, if the total amount withdrawn for domestic use exceeds 5,000 gallons per day or if a total of more than .5 acre of lawn and garden are irrigated.

The Attorney General's opinion suggests that caution should be used in finding developments to be exempt from needing a water right permit if the possibility exists that the development of the project will result in the ultimate withdrawal of water in excess of 5,000 gallons per day or the irrigation of more than .5 acre of lawn and garden.



Mr. Watson  
April 29, 2010  
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The Department of Ecology encourages the development of public water supply systems, whether publicly or privately owned, to provide water to regional areas and developments.

If you have any questions concerning the Water Resources comments, please contact Brean Zimmerman at (509) 454-7647.

Sincerely,



Gwen Clear  
Environmental Review Coordinator  
Central Regional Office  
(509) 575-2012



# KITTITAS VALLEY FIRE & RESCUE

PO Box 218 • Ellensburg, WA 98926 • (509) 933-7235 • Fax (509) 962-7254 • [elliotttr@kvfr.org](mailto:elliotttr@kvfr.org)



April 26, 2010

Jeff Watson, Staff Planner  
411 N Ruby St  
Ellensburg, WA 98926

Jeff:


I have reviewed the Application for the Magan Short Plat SP-10-00004. I provide review of proposed development and construction for Kittitas County Fire District 2. The Fire District has no code enforcement authority so my input is informational only.

I have a couple of questions or issues that I would ask that you address in this process:

1. The fire department access road to be 20' wide and capable of support 75,000 lbs with an all-weather surface.
2. The addresses need to be clearly visible from both directions at the county road for all properties.
3. The fire flow requirements for residential development is listed at 1500 gpm for 2 hours in Appendix B of the 2006 IFC.

Thank you for your time and consideration in these matters.

Respectfully,

  
Rich Elliott – Deputy Fire Chief  
Kittitas Valley Fire and Rescue

CC – John Sinclair, Fire Chief  
Joe Seemiller, Fire Prevention Captain