

Appendix A
Bullfrog UGA Master Site Plan and Development Agreement
March 2023 Application for Proposed Modifications, Boundary Line Adjustment, and
Preliminary Subdivision Approvals
Completeness Determination Comments
April 18, 2023

Application Exhibit 5 Preliminary Subdivision Application

The following information must be submitted to the City to complete the preliminary subdivision application for processing.

1. On the application form please insert a brief description of the proposed subdivision including the number of lots proposed and key features of the proposal before the referral to the attached narrative.
2. Using Sheet C 0004 as a template, add a sheet that highlights with color shading, just the area of the proposed subdivision.
3. Add an existing conditions sheet specific to the subdivision application, drawn to the same size and scale as the preliminary plat map, which includes the following:
 - a. The property boundaries, dimensions, and area of the proposed subdivision.
 - b. The approximate location of significant natural features on or in immediate proximity of the site including contours, slopes over twenty-five percent, rock outcrops, areas of significant vegetation, the location of trees or groups of trees over six inches in diameter, and the location of any environmentally sensitive or critical areas.
 - c. The location of existing open space tracts or buffers on or within one hundred feet of the site.
 - d. The approximate location and a description of easements or agreements that authorize the shared use or that otherwise serve to limit or restrict the use of the site, including recording numbers (AFN) as appropriate.
 - e. The name, location, and dimensions of public or private roads, rights-of-way, or access easements on or within one hundred feet of the site.
 - f. The location of public utilities, including fire hydrants, which are on or within one hundred feet of the site.
 - g. The location and approximate dimension of any structures on or within one hundred feet of the site.

*Appendix A
Bullfrog UGA Master Site Plan and Development Agreement
March 2023 Application for Proposed Modifications,
Boundary Line Adjustment, and Preliminary Subdivision Approvals
Completeness Determination Comments
April 18, 2023*

Note: If there are no features of a certain type, please state that on the sheet. For example, if there are no buildings on or within one hundred feet (100') of the proposed subdivision, that should be explicitly stated.

4. Sheet No. C006 Single Family Preliminary Plat, please add to this sheet and/or include additional sheets with the following information:
 - a. Add the names and addresses of the owner, developers and surveyor or engineer who designed the plat.
 - b. A name for the subdivision, which is not the same or similar name of any other subdivision in the county.
 - c. A legal description of the subject property supplied by Kittitas County, a title company or surveyor licensed and registered in the state of Washington, and a current county assessors map(s) showing the property(ies) subject to the application.
 - d. The basis of bearings.
 - e. The boundary lines of the subdivision including the length and bearing lines.
 - f. The relationship of the subdivision to section and half-section lines and to any adjacent city boundary lines and monuments.
 - g. The names and addresses of all property owners within three hundred feet of the proposed subdivision and within three hundred feet of the land owned by Sun Communities that is not a part of the subdivision.
 - h. Add additional detail that clearly identifies the location and dimension of proposed the proposed residential lots, as well as proposed common areas, open space tracts, landscaped areas, and areas reserved for utilities such as storm water retention/detention ponds. Please include a description of the ownership and maintenance responsibilities of any areas not subject to maintenance by homeowners.
 - i. Identify the location and describe any areas that will be restricted to use by residents only.
 - j. Identify the location and describe any areas that are proposed to be dedicated to the City or other public agency.

Appendix A
Bullfrog UGA Master Site Plan and Development Agreement
March 2023 Application for Proposed Modifications,
Boundary Line Adjustment, and Preliminary Subdivision Approvals
Completeness Determination Comments
April 18, 2023

- k. Add a sheet(s) that identifies the location and the proposed standards for the construction of trails and parks open to the public. Please include a description of the ownership and maintenance responsibilities and a description of proposed use restrictions, if any.
 - l. Add a sheet specific to the proposed subdivision that identifies the name, location, dimensions, and configuration of existing streets that will provide access to the subdivision and that identifies all proposed streets and alleys. Please include a reference name for each new street or alley, identify and describe the ownership of these improvements and the associated maintenance responsibilities, the identification of the cross section and standard to which each road and alley will be built.
 - m. Please identify the standards for parking on the residential lots. Identify the location and describe where on-street parking will be permitted and where it will not be permitted and include a description of the ownership, maintenance, and enforcement responsibilities of these areas. Also identify the location and describe proposed traffic controls, such as stop signs or signals.
 - n. Please prepare a sheet(s) specific to the proposed subdivision that provides more detail about the preliminary stormwater plan including proposed contours with intervals of five feet or less. Include appropriate references that all improvements will be designed, constructed, and maintained in accordance with the City of Cle Elum Stormwater Manual. Please include a description of the ownership and maintenance responsibilities of all stormwater facilities.
 - o. Please add a sheet or notation that specifically describes the proposed phasing of the development of the subdivision and associated infrastructure.
5. Please add a written narrative specific to the subdivision application explaining how the subdivision meets the approval standards. This may include a restatement of selected information provided in Application Exhibit 2A, Project Narrative and any additional information you would like to provide.
 6. The City will be providing you with a separate written request for additional information on the trips to be generated by the Recreational Resort. Also, it is anticipated that the City Development Review Team will be scheduling a working session(s) with your Development Team to discuss proposed traffic mitigation measures and the proposed method for allocating costs in more detail.

Application Exhibit 4 Boundary Line Adjustment Application

The following information must be submitted to the City to complete the boundary line adjustment application for processing.

1. Please provide a brief narrative description of the proposed boundary line adjustment and the basis for consolidating and reconfiguring the existing lots so that parcel boundaries align with development plans and the protection of open space and environmentally sensitive areas.
2. Please prepare and submit a sheet(s) prepared specifically for the proposed boundary line adjustment that includes the following information, most of which can be derived from Application Exhibit 3A Sheet 5. Also please note that a survey will be required prior to final approval of the boundary line adjustment.
 - a. A copy of the Assessor's quarter section map clearly identifying all parcels owned by Sun Communities and the proposed revisions to the Master Site Plan boundaries.
 - b. The assessors tax identification numbers of all parcels within the revised project area with the parcels participating in the Open Space Taxation program highlighted.
 - c. The existing legal description, dimensions, and acreage of all parcels in the revised project area.
 - d. The location and description of all easements, provisions in agreements between past or present property owners, conditions of previous approvals, and the like that authorize a use, a shared use, or that otherwise serves to limit or restrict the use of any parcel within the revised project area, including references to the applicable documents.
 - e. The identification of any parcel within the revised project area that will not be changed by the boundary line adjustment.
 - f. A new legal description, along with new dimensions and acreage for any parcel modified by the adjustment of boundary lines and/or the consolidation or reconfiguration of existing parcels.
 - g. The identification of parcels proposed to remain in the revised location and an updated description of all easements, provisions in agreements between past or present property owners, conditions of previous approvals, and the like that authorize a use, a shared use, or that otherwise serves to limit or restrict the use of any parcel within the revised project area. *Please note that a survey of the areas subject to the River Corridor*

*Appendix A
Bullfrog UGA Master Site Plan and Development Agreement
March 2023 Application for Proposed Modifications,
Boundary Line Adjustment, and Preliminary Subdivision Approvals
Completeness Determination Comments
April 18, 2023*

Conservation Easement and the Managed Open Space Conservation Easement previously granted to the Kittitas Conservation Trust will be required prior to final approval of the boundary line adjustment.

- h. For all parcels within the revised project area please include a general description of the proposed use, development, measures to conserve open space and protect environmentally sensitive areas, and/or proposed sales or dedications to public agencies.
 - i. A survey or graphic representation before and after the proposed adjustments. Please include a narrative description of how the boundaries were adjusted, and or the parcels consolidated or reconfigured.
3. *The following list of parcels or tracts that could be established through this boundary line adjustment is provided as a courtesy for consideration by the Project Sponsor and discussion by the parties:*

Parcel 1: The area subject to the River Corridor Conservation Easement.

Parcel 2: The area subject to the Managed Open Space Conservation Easement.

Parcel 3: The revised Open Space Reserve (approximately 63 acres remaining after the previous dedication of approximately 112 acres to the City for lease to the Washington State Horse Park Authority).

Parcel 4: The area designated for development of the Recreational Resort.

Parcel 5: The area designated for the development of Single-Family Residences.

Parcel 6: The area designated for the development of Multi-Family Residences.

Parcel 7: The area designated for the development of Commercial uses.

Parcel 8: ROW Tract 1 that was created through the approval of SP 2007-001.

Parcel 9: ROW Tract 2 and the north/south segment of ROW Tract 3 that were created through the approval of SP 2007-001.

Parcel 10: The east/west segment of ROW Tract 3 (Douglas Munro Boulevard) was created through the approval of SP 2007-001.

*Appendix A
Bullfrog UGA Master Site Plan and Development Agreement
March 2023 Application for Proposed Modifications,
Boundary Line Adjustment, and Preliminary Subdivision Approvals
Completeness Determination Comments
April 18, 2023*

Parcel 11: The Buffer/Open Space Tracts A and B that were created through the approval of SP 2007-001.

Parcel 12: The Buffer/Open Space Tracts C and D that were created through the approval of SP 2007-001.

Parcel 13: The Sensitive Area/Open Space Tract E that was created through the approval of SP 2007-001.

Parcel 14: The area subject to an easement previously granted to the Bonneville Power Administration (BPA).

Parcel 15: The area subject to the easement granted to Puget Sound Power and Light that is not included in the ROW parcels. (Note: This area could also be included in parcel 9).

Parcel 16: The area designated for development as Trailhead 2.

Parcel 17: The 10 acres reserved for the expansion of the City cemetery.

Parcel 18: The 3.4 acres identified for dedication to the City for additional expansion of the cemetery.

In addition, the following comments are provided to facilitate the public review and the upcoming Consistency Review of the application materials. Please include the following revisions with your next submittal, except as otherwise noted.

Exhibit 3A Revised Master Site Plan

1. Sheet No. C000 Cover Sheet and other sheets/documents as appropriate:
 - a. The sections identified in the Header do not correspond with the sections identified under the Property Section on the same page.
 - b. Kittitas County is misspelled under the Project Location.
 - c. Sheet Number C003B Single Family Preliminary Plat is listed in the Sheet Index, but the sheet was not included.
 - d. There is no narrative under Vertical Datum.

*Appendix A
Bullfrog UGA Master Site Plan and Development Agreement
March 2023 Application for Proposed Modifications,
Boundary Line Adjustment, and Preliminary Subdivision Approvals
Completeness Determination Comments
April 18, 2023*

2. Sheet No. C001 Context Plan and other sheets/documents as appropriate:
 - a. Please include a legend and/or more clearly label features. For instance, what is the bold black line, the Revised Project Area Boundary? It appears that there are parcel lines, but they are not labeled and are difficult to see. The wetlands appear to be highlighted by a black line similar in appearance to the parcel lines and are also difficult to see.
 - b. The light-yellow font is small and difficult to read. Please use a darker and larger font.
 - c. The yellow dashed lines are confusing. They refer to paved roads, dirt roads, and equestrian trails. Consider using different symbols for each type of feature to differentiate them more clearly. Also verify that whatever is depicted is complete. For instance, there appears to be a paved segment of Wood Duck Road that is not highlighted. Is there an asphalt road that runs from Bullfrog Road to the edge of the I-90 right-of-way?
 - d. Please explain the notations, are they Future Land Use Designations, Zoning Classifications, descriptions of current use, or?
 - e. The label for the Yakima River is misplaced.
 - f. The entire area depicted is within Kittitas County, perhaps relabel as Unincorporated Kittitas County. The inclusion of the Cle Elum City limits would be appropriate.
 - g. Please carefully review, revise, and appropriately label the project area boundary. In this instance, there are parcels that are owned by Sun Communities, but not included within the Project Area, such as the I-90 buffer south of the Washington State Horse Park, and the buffer along Bullfrog Road north of the 12-acres previously dedicated to the City. If it is the intent to dedicate these parcels to the City, please indicate. Also, please indicate if this is the Original or Revised Project boundary.
 - h. Please reference the Washington State Horse Park when referencing property ownership, or the City of Cle Elum/Washington State Horse Park.
3. Sheet No. C002 Existing Conditions and other sheets/documents as appropriate:
 - a. Most of the notations are too light of a color and/or too small to read, please submit a revised sheet as soon as possible. There may be additional comments when this sheet can be read.

*Appendix A
Bullfrog UGA Master Site Plan and Development Agreement
March 2023 Application for Proposed Modifications,
Boundary Line Adjustment, and Preliminary Subdivision Approvals
Completeness Determination Comments
April 18, 2023*

- b. On at least one of the sheets, perhaps this one, identify the two small parcels owned by New Suncadia and explain their use (Parcels 11849 and 955369). Also, it appears that these parcels were within the original project area boundaries.
4. Sheet No. C003 Land Use Summary Comparison and other sheets/documents as appropriate:
 - a. Please clarify the purpose of this sheet. Depending on the purpose, some of the following comments may not be appropriate. Also, consider moving the table on Sheet 5 to this Sheet.
 - b. Please highlight the Washington State Horse Park.
 - c. Please highlight the property previously dedicated to the City for the water treatment facility.
 - d. Please highlight the property previously dedicated to the School District.
 - e. Only twelve (12) acres was dedicated to the City for the Community Recreation Center. The Bullfrog Road buffer to the north of this property is owned by Sun Communities. If it is your intent, please identify this as a proposed dedication.
 - f. Please note that the 1.07-acre road dedication that is identified has not occurred, and only a portion of the parcel to be dedicated has been highlighted. Any ROW or other tracts that will be dedicated to the City should be clearly identified.
 - g. Please add the 10-acres to be acquired by the City for the expansion of the cemetery.
 - h. *Note: The original Master Site Plan identified 175-acres as a Reserve for the potential development of the Washington State Horse Park. Approximately 112 acres were subsequently dedicated to the City for lease to the Washington State Horse Park Authority. It appears that only fifty-five (55) acres of the remaining sixty-three (63) acres has been identified on this sheet. Given the special conditions applicable to the Reserve Area, please identify the entire 63 acres as a separate Open Space Tract.*
5. Sheet No. C004 Site Plan and other sheets/documents as appropriate.
 - a. Relabel this sheet as Revised Master Site Plan.

*Appendix A
Bullfrog UGA Master Site Plan and Development Agreement
March 2023 Application for Proposed Modifications,
Boundary Line Adjustment, and Preliminary Subdivision Approvals
Completeness Determination Comments
April 18, 2023*

- b. Revise the Land Use Summary generally as follows, filling in the blanks as appropriate. If there is more than one of an item, then label them 1, 2, 3, etc., such as Amenity Center 1, Amenity Center 2.

Residential Uses			
Single Family Residential	125.9	527	Dwelling Units
Multi-Family Residential	19.0		
Market Rate		180	Dwelling Units
Affordable		50	Dwelling Units
Subtotal	144.9	757	Dwelling Units
Non-Residential Uses			
Recreational Resort	130.8	627	Recreational Pads
Residential Amenity Center #1	6.0		
Amenity Center #2			
Trailhead Park #2	6.1		
Subtotal			
Other Uses			
Cemetery Expansion	10		
Proposed Cemetery Addition	3.4		
Road?			
Dedicated ROW Tract #1			
Dedicated ROW Tract #2			
Dedicated ROW Tract #3			
Subtotal			
Open Space/Common Areas			
River Corridor Conservation Area			
Managed Open Space Conservation Area			
Open Space Reserve			
BPA Powerline Easement			
Puget Power and Light Easement			
Residential Buffers			
Other			
Subtotal			
Residential Uses Subtotal			
Non-Residential Uses Subtotal			
Total			

Appendix A
Bullfrog UGA Master Site Plan and Development Agreement
March 2023 Application for Proposed Modifications,
Boundary Line Adjustment, and Preliminary Subdivision Approvals
Completeness Determination Comments
April 18, 2023

- c. *Note: We are curious about the limited number of single-family residences proposed east of the easement. This raises questions about access, buffers, and land use compatibility. Please explain.*
- d. Please label the Phasing Table as Proposed or Preliminary.
6. Sheet No. C005 Preliminary Property Map and other sheets/documents as appropriate:
- a. Carefully review the boundaries of the Original Bullfrog Flats Master Site Plan and revise as appropriate. It appears that parcels 11849 and 953169 were originally within the boundaries of the Master Site Plan and remain under the ownership of New Suncadia.
- b. The required I-90 buffer is not included within the Revised Project Area Boundary. If the intent is to dedicate this property to the City, please indicate. If not, please explain the exclusion.
- c. The buffer strip north of the twelve (12) acres dedicated to the City for the Community Recreation Center is not included within the Revised Project Area Boundary. If the intent is to dedicate this property to the City or the School District, please indicate. If not, please explain the exclusion.
- d. The fifty (50) affordable housing units were a condition of the original Master Site Plan approval, and as such, are not an addition to the project. Please refer to the 50 Affordable Housing Units as being integrated into the proposed development or something to that effect as opposed to a separate development activity.
- e. Please make sure that any ROW to be dedicated to the City or WSDOT is appropriately and consistently labeled.
7. Sheet No. C006 Single Family Preliminary Plat and other sheets/documents as appropriate:
- a. This sheet may be removed in conjunction with the more detailed sheets required for a complete preliminary plat application. Alternatively, it may be labeled as a conceptual drawing for reference, provided that it is consistent with the new sheets. More detail would be appropriate, such as labeling parks, open space, the dotted lines into the Washington State Horse Park etc.
8. Sheet No. C007 Circulation Plan and other sheets/documents as appropriate:

Appendix A
Bullfrog UGA Master Site Plan and Development Agreement
March 2023 Application for Proposed Modifications,
Boundary Line Adjustment, and Preliminary Subdivision Approvals
Completeness Determination Comments
April 18, 2023

- a. It may be appropriate to label this as a Master Circulation Plan provided that it is consistent with more detailed plans such as those required for the subdivision application.
 - b. Please add a note(s) explaining the nature of the secondary emergency entry to the Recreational Resort. For instance, if this is a gated access for emergency use only, please state that.
 - c. It would be helpful to relabel the entries along the lines of Primary Access Point #1- SR 903, Primary Access Point #2 - Bullfrog Road, Primary Access Point #3 - Bullfrog Road/Recreational Resort, etc.
 - d. Please use consistent terms for internal features, such as Recreational Resort, as in Recreational Resort Main Street.
 - e. Provide clear delineation between public and private streets.
 - f. The Revised SEIS Addendum included a roundabout at the Bullfrog Road / RV Access Road. Why is one shown only at SR 903 and the primary access? Please make the appropriate adjustments and/or provide additional explanation.
9. Sheet No. C300 Water Plan and other sheets/documents as appropriate:
- a. It may be appropriate to label this as a Master Domestic Water Plan provided that it is consistent with more detailed plans such as those required for the subdivision application.
 - b. Please label and number each metered connection point to the City's water system and describe the area to be served by each meter.
 - c. Provide clear delineation between public and private water system components.
 - d. Please add a graphic presentation and narrative description of the proposed offsite water improvements.
10. Sheet No. C301 Sanitary Sewer Plan and other sheets/documents as appropriate:
- a. It may be appropriate to label this as a Master Sanitary Sewer Plan provided that it is consistent with more detailed plans such as those required for the subdivision application.

Appendix A
Bullfrog UGA Master Site Plan and Development Agreement
March 2023 Application for Proposed Modifications,
Boundary Line Adjustment, and Preliminary Subdivision Approvals
Completeness Determination Comments
April 18, 2023

- b. Please relabel the Metered Connection Pt, Metered Connection Point #1, Metered Connection Point #2, etc. and describe the area served by each meter.
 - g. It appears that pump station no. 2 discharges to an unmetered connection point. Please make the appropriate adjustments and/or provide additional explanation.
 - c. Provide clear delineation between public and private sewer system components.
11. Sheet No. C302 Storm Drainage Plan and other sheets/documents as appropriate:
- a. It may be appropriate to label this as a Master Stormwater Management Plan provided that it is consistent with more detailed plans such as those required for the subdivision application.
 - b. Please include a Legend.
 - c. The flow direction arrows are not clear, perhaps use a different symbol.
12. Sheet No. C600 Typical Sections and Lot Layouts and other sheets/documents as appropriate:
- a. There is a note with the Trail and Path Dimensions schematic that refers to Table 3-2. Where is this table? Can the dimensions be added to the schematic?
 - b. Do the notes pertaining to Minimum Lot Size apply to all lots or just the single-family residential lots?
 - c. Please identify on Sheet C007 Circulation Plan where the cross sections depicted on this sheet will be built.
 - d. All proposed road sections are labeled as private. Will there be any public roads?