



## KITTITAS COUNTY COMMUNITY DEVELOPMENT SERVICES

411 N. Ruby St., Suite 2, Ellensburg, WA 98926

CDS@CO.KITTITAS.WA.US

Office (509) 962-7506

"Building Partnerships – Building Communities"

September 28, 2023

Survivor's Trust under the Woods Family Trust  
350 Bar 14 Rd.  
Ellensburg, WA 98926

Jim Ritter  
PO Box 1191  
Ellensburg, WA 98926  
[jamesritter@gmail.com](mailto:jamesritter@gmail.com)

Cruse Associates  
Attn: Chris Cruse  
PO Box 959  
Ellensburg, WA 98926  
[chris@cruseandassoc.com](mailto:chris@cruseandassoc.com)

*Sent Via E-mail*

### **RE: Woods Boundary Line Adjustment (BL-23-00017) – Conditional Preliminary Approval**

Parcel# 10847

Parcel# 664234

Dear Applicants,

Community Development Services (CDS) has received comments back from Public Health and Public Works regarding your boundary line adjustment application. I have enclosed a copy of their comments for your review.

The application has been granted **preliminary approval**. Pursuant to Kittitas County Subdivision Code Chapter 16, please note the following items must be completed prior to final approval of the boundary line adjustment and must be submitted to our offices for review:

1. A **preliminary survey** displaying legal descriptions, the new acreage and lot dimensions of each parcel must be submitted to our office for preliminary review (see Public Works' comments for requirement details).
2. Full year's taxes need to be paid for all tax parcel numbers per requirement of the Kittitas County Treasurer's Office. Please contact this office when this is accomplished as the Treasurer's office will not be aware of your pending application. No paperwork or receipt is required; just a phone call or an email will suffice.
3. Please refer to the enclosed comments from Kittitas County Public Works for further requirements.

If you have any questions regarding this matter, I can be reached by phone at 509-962-7079 or e-mail at [zach.torrancesmith@co.kittitas.wa.us](mailto:zach.torrancesmith@co.kittitas.wa.us).

Sincerely,

Zach Torrance-Smith  
Planner I  
Kittitas County Community Development Services  
411 N Ruby St # 2, Ellensburg, WA 98926

*Enclosed:      Comments from Kittitas County Public Works  
                     Comments from Kittitas County Public Health*