



## KITTITAS COUNTY COMMUNITY DEVELOPMENT SERVICES

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

CDS@CO.KITTITAS.WA.US

Office (509) 962-7506

Fax (509) 962-7682

Building Partnerships – Building Communities

March 7, 2013

Frank and Roy Otte  
1215 Sanders Road  
Ellensburg WA 98926

RE: Otte Boundary Line Adjustment, BL-11-00024

Map Number 18-18-25053-0002 Parcel Number 10877  
Map Number 18-18-25053-0007 Parcel Number 955001

Dear Mr. Otte,

Community Development Services is in receipt of the above referenced application. The application has been deemed complete and **preliminary approval** is hereby granted. Pursuant to Kittitas County Subdivision Code Chapter 16, please note the following items must be completed prior to final approval of the administrative segregation and must be submitted to our offices for review:

1. A metes and bounds legal description or recorded survey displaying legal descriptions and the new acreage and lot dimensions of each parcel must be submitted to our office prior to final approval.
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 paper work or receipt is required just a phone call or an email will suffice.
3. Please refer to the attached Kittitas County Public Works and Kittitas County Fire Marshall comment memos for information regarding additional requirements.

If you have any further questions, please feel free to contact me at (509) 933-8274.

Sincerely,

Jeff Watson  
Staff Planner

CC via E-Mail to: cruseandassoc@kvalley.com

BL-11-00024 Otte Master File @ \\Arda\teams\CDS\Projects\BLAs\BL 2011\BL-11-00024 Otte