



KITTITAS COUNTY COMMUNITY DEVELOPMENT SERVICES

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

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Office (509) 962-7506

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Building Partnerships – Building Communities

December 8, 2011

Carol Richards
5461 Hanson Road
Ellensburg WA 98926

RE: Richards Boundary Line Adjustment, BL-11-00027

Map Number 17-17-01000-0010 Parcel Number 455033

Map Number 17-17-12010-0005 Parcel Number 855033

Dear Ms. Richards,

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 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. **Records indicate the 2011 taxes are currently paid; finalization prior to the first of the year will require no action on this requirement.**
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-11-00027 Richards Master File @ \\Arda\teams\CDS\Projects\BLAs\BL 2011\BL-11-00027 Richards