



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"

September 20th, 2016

Ron V. Mitchell
1351 Nanaeum Road
Ellensburg, WA
98926

RE: Mitchell Boundary Line Adjustment (BL-16-00013)

Mr. Mitchell,

Kittitas County Community Development Services received a Boundary Line Adjustment permit on September 19, 2016. This application was determined **complete** for intake purposes as of September 20th, 2016. However, the scaled site plan will need to be revised before the application can be completed. Requirements for site plans read, in part, that site plans must:

“Show all existing and proposed buildings, structures, uses and *distances to property lines*, and other buildings and easements. Structures include all buildings, porches, decks, retaining walls, rockeries, and above ground and under ground tanks”.

The site plan will require that distances from wells and drainfields to structures to proposed and existing boundary lines be clearly marked. The application will be forwarded to county departments to begin the review process, but Public Health will likely require these changes prior to continued review.

Continued processing of your application will include, but is not limited to, the following actions:

1. A Notice of Application will be sent to appropriate governmental agencies for comment within 14 days. Agencies have 15 days to comment unless additional information is required.
2. The comments from all agencies will be considered in the decision making process.
3. A decision will be rendered which may include conditions; this decision may be appealed per KCC 15A.07
4. If the decision rendered is conditional approval, all conditions must be completed prior to final approval.
5. Taxes will need to be paid for all parcels involved prior to final approval.
6. Final approval and associated documentation will be submitted to the Kittitas County Assessor's office for perfection (the change of the map). The Assessor's office may have additional requirements if the appropriate transfer documentation and deeds have not been completed and recorded as required.

If you have any questions regarding this matter, I can be reached at (509)-962-7079, or by e-mail at dusty.pilkington@co.kittitas.wa.us. I look forward to continued correspondence.

Sincerely,

Dusty Pilkington

Dusty Pilkington
Staff Planner
(509)-962-7079
dusty.pilkington@co.kittitas.wa.us