

KITTTITAS COUNTY COMMUNITY DEVELOPMENT SERVICES

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

CDS@CO.KITTTITAS.WA.US

Office (509) 962-7506

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"Building Partnerships – Building Communities"

B-17-00006

**BOUNDARY LINE ADJUSTMENT**

*(Adjustment of lot lines resulting in no new lots, as defined by KCC 16.10.010)*

**NOTE: If this Boundary Line Adjustment is between multiple property owners, seek legal advice for conveyance of property. This form does not legally convey property.**

**Please type or print clearly in ink. Attach additional sheets as necessary. Pursuant to KCC 15A.03.040, a complete application is determined within 28 days of receipt of the application submittal packet and fee. The following items must be attached to the application packet.**

**REQUIRED ATTACHMENTS**

**Note: The following are required per KCC 16.10.020 Application Requirements. A separate application must be filed for each boundary line adjustment request.**

- Unified Site Plan of existing lot lines and proposed lot lines with distances of all existing structures, access points, well heads and septic drainfields to scale.
- Signatures of all property owners.
- Narrative project description (include as attachment): Please include at minimum the following information in your description: describe project size, location, water supply, sewage disposal and all qualitative features of the proposal; include every element of the proposal in the description.
- Provide existing and proposed legal descriptions of the affected lots. Example: Parcel A – The North 75 feet of the West 400 feet of the Southwest quarter of the Southwest quarter of the Southwest quarter of Section 02; Township 20 North; Range 16 East; W.M.; Except the West 30 feet thereof for roads.
- A certificate of title issued within the preceding one hundred twenty (120) days.

For final approval (not required for initial application submittal):

- Full year's taxes to be paid in full.
- Recorded Survey.

**APPLICATION FEES:**

\$800.00	Kittitas County Community Development Services (KCCDS)
\$275.00	Kittitas County Department of Public Works
\$145.00	Kittitas County Fire Marshal
\$280.00	Kittitas County Public Health Department Environmental Health
<b>\$1,500.00</b>	<b>Total fees due for this application (One check made payable to KCCDS)</b>

**FOR STAFF USE ONLY**

**PAID**

**MAY 05 2017**

**KITTTITAS CO.  
CDS**

DATE STAMP IN BOX

Application Received By (CDS Staff Signature):

DATE:  
5-5-17

RECEIPT #  
33794

CB

**OPTIONAL ATTACHMENTS**

- An original survey of the current lot lines. (Please do not submit a new survey of the proposed adjusted or new parcels until after preliminary approval has been issued.)
- Assessor COMPAS Information about the parcels.

**GENERAL APPLICATION INFORMATION**

**1. Name, mailing address and day phone of land owner(s) of record:**

*Landowner(s) signature(s) required on application form*

Name: IOOF Lodge 20

Mailing Address: 1900 Brick Road

City/State/ZIP: Ellensburg WA 98926

Day Time Phone: 509-962-9768

Email Address: cemeteryioof@fairpoint.net

**2. Name, mailing address and day phone of authorized agent, if different from landowner of record:**

*If an authorized agent is indicated, then the authorized agent's signature is required for application submittal.*

Agent Name: Howard Lyman

Mailing Address: 1900 Brick Road

City/State/ZIP: Ellensburg WA 98926

Day Time Phone: (703) 624-8722

Email Address: hlyman@aol.com

**3. Name, mailing address and day phone of other contact person**

*If different than land owner or authorized agent.*

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City/State/ZIP: \_\_\_\_\_

Day Time Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

**4. Street address of property:**

Address: 1900 Brick Road

City/State/ZIP: Ellensburg WA 98926

**5. Legal description of property (attach additional sheets as necessary):**

\_\_\_\_\_

**6. Property size:** 38. Approximate \_\_\_\_\_ (acres)

**7. Land Use Information:** Zoning: Urban Residential Comp Plan Land Use Designation: Urban

8. Existing and Proposed Lot Information

Original Parcel Number(s) & Acreage (1 parcel number per line)	New Acreage (Survey Vol. ____, Pg ____)
<u>503634 (18-18-36010-0001) 6.62 Acres</u>	<u>3.9 Acres</u>
<u>513634 (18-18-36010-0003) 11.18 Acres</u>	<u>20.97 Acres</u>
<u>744134 (18-18-36077-0096) 14.08 Acres</u>	<u>5 Acres</u>
<u>474134 (18-18-36077-0075) 5.99 Acres</u>	<u>5 Acres</u>

APPLICANT IS:  OWNER  PURCHASER  LESSEE  OTHER

**AUTHORIZATION**

9. Application is hereby made for permit(s) to authorize the activities described herein. I certify that I am familiar with the information contained in this application, and that to the best of my knowledge and belief such information is true, complete, and accurate. I further certify that I possess the authority to undertake the proposed activities. I hereby grant to the agencies to which this application is made, the right to enter the above-described location to inspect the proposed and or completed work.

**NOTICE: Kittitas County does not guarantee a buildable site, legal access, available water or septic areas, for parcel receiving approval for a Boundary Line Adjustment.**

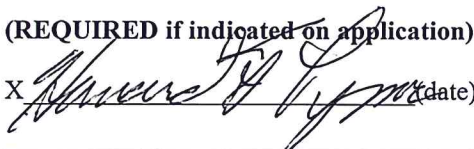
All correspondence and notices will be transmitted to the Land Owner of Record and copies sent to the authorized agent or contact person, as applicable.

Signature of Authorized Agent:

Signature of Land Owner of Record

(REQUIRED if indicated on application)

(Required for application submittal):

X  (date) 5/25/17

X \_\_\_\_\_ (date) \_\_\_\_\_

**THIS FORM MUST BE SIGNED BY COMMUNITY DEVELOPMENT SERVICES AND THE TREASURER'S OFFICE PRIOR TO SUBMITTAL TO THE ASSESSOR'S OFFICE.**

**TREASURER'S OFFICE REVIEW**

Tax Status: \_\_\_\_\_ By: \_\_\_\_\_ Date: \_\_\_\_\_

**COMMUNITY DEVELOPMENT SERVICES REVIEW**

( ) This BLA meets the requirements of Kittitas County Code (Ch. 16.08.055).

Deed Recording Vol. \_\_\_\_\_ Page \_\_\_\_\_ Date \_\_\_\_\_ \*\*Survey Required: Yes \_\_\_\_\_ No \_\_\_\_\_

Card #: \_\_\_\_\_

Parcel Creation Date: \_\_\_\_\_

Last Split Date: \_\_\_\_\_

Current Zoning District: \_\_\_\_\_

Preliminary Approval Date: \_\_\_\_\_

By: \_\_\_\_\_

Final Approval Date: \_\_\_\_\_

By: \_\_\_\_\_



### **North Parcel**

Parcel #: 503634  
Map #: 18-18-36010-0001  
Legal Description: ACRES 6.62, SEC. 36; TWP. 18; RGE. 18 NE 1/4 NE 1/4 TAX  
NO. 3  
Current Acreage: 6.62 Acres  
Proposed Acreage: 3.9 (Approximate)

### **Center Parcel**

Parcel #: 513634  
Map #: 18-18-36010-0003  
Legal Description: ACRES 11.18, SEC. 36; TWP. 18; RGE. 18 NE 1/4 NE 1/4 TAX  
NO. 13  
Current Acreage: 11.18  
Proposed Acreage: 20.97 (Approximate)

### **Southeast Parcel**

Parcel #: 744134  
Map #: 18-18-36077-0096  
Legal Description: ACRES 14.08, SEC. 36; TWP. 18; RGE. 18; LOTS 96, 97 & 98  
STATE LAND ADDITION  
Current Acreage: 14.08  
Proposed Acreage: 5 (Approximate)

### **Southwest Parcel**

Parcel #: 474134  
Map #: 18-18-36077-0075  
Legal Description: ACRES 5.99, CD. 9134; SEC. 36; TWP. 18; RGE. 18; ALL LOT  
75 & PTN. LOTS 76 & 77; STATE LAND ADDITION  
Current Acreage: 5.99  
Proposed Acreage: 5 Acres

# Proposed Configuration

Map 18-18-36010-0001  
Parcel 503634  
3.9 Acres

Map 18-18-36010-0003  
Parcel 513634  
20.97 Acres

Brick Road

Pfenning Road

Map 18-18-36077-0075  
Parcel 474134  
5 Acres

Map - 18-18-36077-0096  
Parcel - 744134  
5 Acres







MEETS SECOND AND FOURTH  
THURSDAY EVENINGS



ELLENSBURG LODGE No. 20

INDEPENDENT ORDER OF

*Odd Fellows*

INSTITUTED APRIL 9 1881

307½ N. PINE STREET • ELLENSBURG, WA 98926  
MAILING ADDRESS: 106 W. 11TH AVENUE • ELLENSBURG, WA 98926

## BLA Project Narrative

To whom it may concern:

The Independent Order of Odd Fellows is submitting a boundary line adjustment application to reconfigure its cemetery parcels for future development. The cemetery has been in continuous operation by the Ellensburg Lodge since 1884. This land use action involves four parcels varying in size from 5.99 acres to 14.08 acres which add up to a total of 38 acres. The cemetery as a whole is served by city sewer and water which is delivered to the only parcel (744134) with habitable space; a shop and an office. No change in, or addition to, any of the structures is proposed or contemplated; nor is there a change in land use being proposed at this time. The property as a whole is served by six access points (three off of Brick Road and three off of Pfenning Road) which (to the best of our knowledge) are all approved. We may be requesting relocation of access points in the event that the reconfigured parcels are developed. No critical areas are known to exist on the site which is served by KVFR for fire protection and by Cascade Irrigation district for surface water for maintenance and landscaping purposes. Please feel free to contact us should you have any additional information requirements.