



## 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"

February 10, 2020

Sage Shelton  
751 Mansperger Road  
Ellensburg, WA 98926

Clerf Family LLC.  
PO Box 635  
Kittitas, WA 98934

RE: Shelton Boundary Line Adjustment (BL-20-00001)

Parcel # 200633  
Parcel # 850633

Dear Applicant,

Community Development Services is in receipt of the above referenced application. 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.
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 enclosed comments from Kittitas County Public Works and Kittitas County Fire Marshal.

If you have any questions regarding this matter, I can be reached at (509) 962-7539, or by e-mail at [kelly.bacon.cd@co.kittitas.wa.us](mailto:kelly.bacon.cd@co.kittitas.wa.us).

Sincerely,

Kelly Bacon  
Planner I  
Kittitas County Community Development Services

cc: Chris Cruse, Agent

*Via Email*

*Enclosed: Public Works, Fire Marshal, and Public Health comments*