



## 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"

May 1, 2020

Shopbell Ranch LLC  
c/o Larry & Pat Shopbell  
1001 Koffman Rd  
Ellensburg, WA 98926

**RE: Shopbell Ranch Boundary Line Adjustment (BL-20-00010) – Conditional Preliminary Approval**

Parcel # 15438                  Parcel # 15440  
Parcel # 150433                Parcel # 380533

Dear Mr. & Mrs. Shopbell,

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 (see Public Works' comments for requirement details).
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 for further requirements.

If you have any questions regarding this matter, I can be reached at (509) 962-7637, or by e-mail at [rachael.stevie.cd@co.kittitas.wa.us](mailto:rachael.stevie.cd@co.kittitas.wa.us).

Sincerely,

Rachael Stevie  
Planner I  
Kittitas County Community Development Services  
411 N Ruby St # 2, Ellensburg, WA 98926

*Enclosed: Comments from Kittitas County Public Works (same comments previously sent on 4/16/20 & 4/30/20)*

*cc: Chris Cruse, Agent  
Candie Leader, Public Works - Administrative Supervisor  
Lindsey Ozbolt, Planning Official*

*via email  
via email  
via email*