



# 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"

## 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.
- Draft Final Survey meeting all conditions of Conditional Preliminary Approval.

### APPLICATION FEES:

\$740.00	Kittitas County Community Development Services (KCCDS)
\$275.00	Kittitas County Department of Public Works
\$145.00	Kittitas County Fire Marshal
\$270.00	Kittitas County Public Health Department Environmental Health
<b>\$1,430.00</b>	<b>Total fees due for this application (One check made payable to KCCDS)</b>

### FOR STAFF USE ONLY

Application Received By (CDS Staff Signature): 	DATE: <u>4-9-21</u>	RECEIPT # <u>CD21-01160</u> <u>+ CD21-01161</u>	
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COMMUNITY PLANNING • BUILDING INSPECTION • PLAN REVIEW • ADMINISTRATION • PERMIT SERVICES • CODE ENFORCEMENT

FORM LAST REVISED: 03-30-2020

**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: Silva, Janet  
Mailing Address: 3451 Game Farm Rd  
City/State/ZIP: Ellensburg WA 98926  
Day Time Phone: \_\_\_\_\_  
Email Address: \_\_\_\_\_

**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: Rick Haberman  
Mailing Address: 3600 Lyons Rd.  
City/State/ZIP: Ellensburg WA 98926  
Day Time Phone: \_\_\_\_\_  
Email Address: habermanr@fairpoint.net

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

*If different than land owner or authorized agent.*

Name: Chris Cruse  
Mailing Address: PO Box 959  
City/State/ZIP: Ellensburg WA 98926  
Day Time Phone: 962-8242  
Email Address: cruseandassoc@kvalley.com

**4. Street address of property:**

Address: 3451 Game Farm Rd.  
City/State/ZIP: Ellensburg WA 98926

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

Portion of SW 1/4 of S28, T18N, R19E W1M - See Title Report  
or full description

6. Property size: 5.06 (acres)

7. Land Use Information: Zoning: AG-2D Comp Plan Land Use Designation: R-W

8. Existing and Proposed Lot Information

Original Parcel Number(s) & Acreage (1 parcel number per line)	New Acreage (Survey Vol. ____, Pg. ____)
<u>834534 - 2.53 AC</u>	<u>2.53 AC</u>
<u>824534 - 2.53 AC</u>	<u>2.53 AC</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: (REQUIRED if indicated on application)	Signature of Land Owner of Record (Required for application submittal):
X <u>Rick Haberman</u> (date) <u>3-21-2021</u>	X <u>[Signature]</u> (date) <u>3/21/2021</u>

**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: \_\_\_\_\_